

Minutes of FAP Meeting #5 AY2018-19

28 September 2018, 3 p.m. – 4 p.m.

SL225

Members in Attendance: Nancy Burnham (Chair), Randy Paffenroth (Secretary), Kristopher Sullivan – Associate Vice President for Academic Affairs, George Pins (RPC representative), Jeffrey Solomon (Executive Vice President/CFO), Joseph Sarkis (FBC Chair)

Absent: None

- 1) **Approval of the Agenda:** The agenda was approved as distributed.
- 2) **Review of summary from Meeting #4s:** The summary of the discussion in meeting #4s was discussed.
- 3) **Monday Committee Chairs lunch:** Prof. Joseph Sarkis will attend.
- 4) **Meeting time in B-term:** The time of the meeting will continue to be 3:00pm on Fridays during B term.
- 5) **FAP updates:**
 - a) FBC Chair Joseph Sarkis met with Benefits Manager Eric Chojnowski. The first meeting of the FBC will be after Workday goes live. At this first meeting the health insurance rates change after 1/1/2019 will be discussed.
 - b) CFO Jeffrey Solomon discussed Workday going live on 10/1/2018 and final testing is underway. Academic modules in Banner will still be available through Banner, but other modules (e.g., finance, budget, etc.) will solely be available in Workday. After many people put in many hours the rollout appears to be moving forward smoothly.
 - c) Faculty hiring was discussed. 16 searches have been started out of a total of 22 approved searches. Of the searches that have not yet started, two are opportunity hires, 3 are related to the WPI “global school” and are on hold, and one is on hold.
 - i) There are two open positions for Neuroscience with the hiring of a senior faculty being headed by Dean King. The result of search will determine which department the new faculty will reside in.
 - ii) The Neuroscience position was discussed in terms of value proposition and fitting within the strategic plan. It was noted that Neuroscience is a popular major at other schools and the sustainability of the program was discussed.
- 6) **Review VP for Talent/CDO Michelle Jones-Johnson's responses to FAP questions.**
 - a) NTT benchmarking was discussed including the appropriate time frame for doing benchmarking. A three-year cycle of doing TT/T, NTT, and Staff in alternating years was suggested across 13-25 peer institutions.
 - i) The last faculty TT/T benchmark was in 2016-2017, and was reported to the faculty in 2017-2018
 - ii) The question arose as to whether peer institutions have NTT data. There is a need to assess the availability of data.
 - iii) The FAP committee will encourage VP for Talent/CDO Michelle Jones-Johnson to put together a schedule for benchmarking at all levels after the Workday rollout.
 - iv) An initial evaluation of staff salaries is planned to be available in the March timeframe and it was noted that staff salaries fall under purview of FBC.

- b) We are currently mid-range in salary with respect to our peers, and WPI's board of trustees supports this position.
 - i) Performance, productivity, and quality were discussed as metrics including one year versus multi-year metrics.
 - ii) Many questions arose during the discussion of the topic of evaluation including assessing what additional details are important to emphasize in different departments and programs.
 - iii) Additional details were requested about evaluation criteria.
 - c) VP for Talent/CDO Michelle Jones-Johnson will be asked to clarify some of her comments before being included as an appendix to the FAP minutes.
- 7) **Senior Vice President Kristen Tichenor will speak to FAP next week about our high net cost.**
- 8) **FAP will not meet either Friday over the break between A and B terms.**

Respectfully submitted,
Randy Paffenroth, FAP Secretary for 2018-19