

Minutes of FAP Meeting #17 AY2019-20

March 2, 2020

3:00 PM – 4:00 PM

SL 225

Members in Attendance: Nancy Burnham (Chair), Joe Fehribach (FBC Chair), George Pins (RPC Representative), Mike Radzicki (Secretary), Jeff Solomon (Executive Vice President/CFO), Kris Sullivan (Associate Vice President for Academic Affairs)

- 1) **Call to Order.** Chair Burnham called the seventeenth FAP meeting of the year to order at 3:05 PM.
- 2) **Approval of Minutes.** The minutes of the January 15th FAP meeting were read and minor corrections were offered. Professor Fehribach moved and Professor Pins seconded a motion to approve the minutes as corrected. The motion passed unanimously.
- 3) **Transparency of the Salary Review Process.** Chair Burnham distributed a copy of the “Overview of the Faculty Performance Management Process” containing some proposed minor modifications motivated by FAP’s recent meeting with WPI Advance Grant Committee. Professor Fehribach moved and Executive VP Solomon seconded a motion to endorse the modified document and send it to the Provost for any final discussion with the department heads. A brief discussion ensued and the motion passed unanimously. Chair Burnham noted that FAP will include the document as an appendix to its annual report.
- 4) **Fringe Benefits Committee.** Chair Fehribach reported that Executive VP Solomon, Chief of Staff Amy Morton, and VP for Talent & Inclusion Michelle Jones-Johnson attended the FBC meeting on March 28th to discuss WPI’s healthcare and 403B benefits in light of the WPI Forward initiative. The timeline for WPI’s 2020-2021 budget is currently as follows: On May 7th the recommendations of the various project committees will be presented to the faculty. This will be followed by presentations to the FBC and the WPI Forward Steering Committee. Finally, the Steering Committee will make its recommendations to the president. Executive VP Solomon emphasized that everything will be based on benchmarking with respect to our peer institutions and that this process will provide a “natural floor” to any possible budget cuts. He also reiterated that there will be no across the board layoffs or changes to WPI’s tuitions benefits, and that early retirement packages might be considered. Finally, he noted that Huron Consulting Group only provides data analytics to the Steering Committee and will make no recommendations with respect to what it thinks WPI should do.
- 5) **AAUP Community Forum.** A brief summary and discussion on the recent AAUP Community Forum was conducted. The basic take-a-ways were that:

- a) Due to the meeting the faculty and staff felt a sense of shared community.
 - b) The meeting offered a forum for people to speak freely and this was highly valued.
 - c) Comments and suggestions were anonymously recorded and would be forwarded to the WPI Forward Steering Committee.
 - d) The consensus was that this sort of gathering should happen again, perhaps routinely.
- 6) **Faculty Loading Model.** Chair Burnham asked if FAP wished to consider a faculty loading model during D term. A discussion ensued. At present the deans have been asked to determine what is currently being used to determine faculty loading in the departments. The goal is to match what is currently happening with any model or template that might be produced so that, when a new position is requested, the Provost has some data to determine whether or not the faculty is fully deployed.
- 7) **Updates.**
- a) Chair Burnham indicated that the salary benchmarking process is nearing completion and that VP for Talent & Inclusion Jones-Johnson will be soon be meeting with the Provost to discuss the results of the process.
 - b) Chair Burnham asked that the committee start assembling a draft of its annual report during D term.
- 8) **Adjournment.** The meeting was adjourned at 3:59 PM.

Respectfully submitted,

Michael J. Radzicki
Secretary