

Minutes of FAP Meeting #19 AY2019-20

March 23, 2020

3:00 PM – 4:00 PM

Meeting Held Electronically via ZOOM

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 nineteenth FAP meeting of the year to order at 3:05 PM.
- 2) **Approval of Minutes.** The minutes of the February 24th, March 2nd, and March 16th FAP meetings were read and minor corrections were offered. Professor Pins moved and Chair Burnham seconded a motion to approve the minutes as amended. The motion passed unanimously.
- 3) **Procedures for Developing Administrative Policies.** Chair Burnham asked about WPI's new policy on policies and wondered what role, if any, faculty governance should play in its creation and adoption. Executive Vice President Solomon noted that the procedures are aimed at policies that are not academically related and, as such, their creation and adoption need not involve faculty governance specifically, but that shared governance will be maintained through the APG. That said, the administrative policy group is developing the procedures and this committee has broad representation from across the WPI community.
- 4) **WPI Financial Position in Light of the COVID-19 Pandemic.** Executive Vice President Solomon provided FAP with an overview of WPI's current financial position with respect to the headwinds imposed by the COVID-19 pandemic. The take-a-ways from the briefing were that WPI will be fine for the remainder of the current fiscal year, but that WPI could face serious (and mostly unknown) challenges for future budgets if the crisis does not abate. Although the WPI Forward initiative is still underway with its original mandate, VP Solomon's team is currently studying scenarios under which significant percentages of WPI's current revenues may disappear in the aftermath of the pandemic and how to balance a budget under such scenarios.
- 5) **Announcements.** The Fringe Benefits Committee, the WPI Forward Healthcare subcommittee, and the WPI Forward Merit Pool and Retirement Benefits subcommittee will meet later this week. Chair Burnham asked that Professors Fehribach, Radzicki, and Pins, respectively, brief the committee on what transpired at the next FAP meeting.
- 6) **Adjournment.** The meeting was adjourned at 3:58 PM.

Respectfully submitted,

Michael J. Radzicki
Secretary