

Minutes of FAP Meeting #2 AY20-21

July 23, 2020

8:00 AM – 9:00 AM

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)

Guests: Tanja Dominko (Secretary of Faculty), Mary Calarese (Associate Vice President of Finance)

- 1) **Call to Order.** Chair Burnham called the second FAP meeting of the academic year to order at 8:05 AM.
- 2) **Approval of Annual Report and Minutes.** FAP's annual report and the minutes of meetings AY2019-20 #28 and AY2020-21 #1 were discussed at the meeting (and finalized via email shortly after the meeting).
- 3) **Continued discussion of the response to the May 21 resolution.** FAP continued discussing its draft response to the resolution that was sent to it at the May 21 faculty meeting. More detail was thought necessary to provide context for readers that might not be familiar with FAP's roles and responsibilities. The response was revised by email after the meeting and will be sent out with these minutes.
- 4) **FY21 Covid-19 budget.** Mary Calarese joined the meeting at 8:30 and gave a presentation on this year's budget. A 10% reduction in revenue was assumed. The budget cuts 30% in operating expenses and 75% in travel expenses. It includes the WPI Forward reduction of ~\$8M for a total reduction of ~\$33M, of which ~\$22M was saved in compensation and ~11M in operating expenses. Cuts were applied as equally as possible across the divisions, although those divisions with higher travel budgets were somewhat more affected than those without. The numbers were loaded into Workday for July 1, the beginning of FY21. In the early fall, once tuition income is established, the budget will be revisited.
- 5) **Adjournment.** The meeting was adjourned at 8:59 AM.

Respectfully submitted,

Nancy A Burnham
Secretary, *pro tem*