

## **AY1516 Committee on Administrative and Financial Policy (FAP) Minutes**

### **FAP Meeting #2 11a.m. Thursday August 27, 2015 in Finance Conference Room**

Attendees: Professor Hossein Hakim (FAP member; FBC Chair), Professor David Spanagel (FAP Chair), Assistant Vice President for Academic Affairs Kristopher Sullivan (FAP Member), Assistant Vice President Budget and Planning Judi Trainor (invited guest).

FAP Chair Spanagel began the meeting at 11:02 a.m.

1. Chair Spanagel welcomed Asst. V.P. Trainor on behalf of FAP. Asst. V.P. Sullivan asked about FAP's rules regarding quorum. Chair Spanagel noted that FAP meetings may occur as long as there is reason to believe those present can engage in useful conversations that advance the goals of the committee. Ordinarily, the absence of any of the five committee members does mean that no formal actions or recommendations can be finalized unless the input or consent of the missing member(s) to do so has been secured in advance.
2. Chair Spanagel announced that he has arranged for FAP to meet during A term with the new Provost Bruce Bursten (Thursday Sept. 3) and with President Laurie Leshin (Thursday Sept. 24).
3. FAP discussed possible agenda items to bring up in our upcoming meeting with the Provost. Asst. V.P. Trainor asked for more information about the proposed project of developing an analytical tool/metric to help understand and assess what are "reasonable expectations for return on investment" when it comes to proposing the launch of new academic programs or administrative structures at WPI, versus investing those same resources in the maintenance or improved functioning of existing program and structures. Prof. Spanagel, Prof. Hakim, and Asst. V.P. Sullivan each shared their respective thoughts on this topic, which will definitely be something FAP hopes to clarify as a result of its meeting with the Provost. Other items for discussion include learning more about the Provost's views on what "transparency" means, how the new administrative positions in institutional research might be enlisted to support the work of FAP, and how FAP members can most effectively participate in academic budgetary decision-making.
4. Prof. Hakim noted that he will be convening the first meeting of the Fringe Benefits Committee (FBC) tomorrow (Friday Aug. 28).
5. With the recent departure of V.P. for Human Resources Tracy Hassett, FAP members asked just where the work stands with respect to the responsibility she had been assigned to gather data to support a specific recommendation for how to restructure and recalibrate faculty compensation for serving as project advisors and course instructors during the summer terms. Summer faculty compensation was an item FAP had raised last year, which did not reach complete resolution during the most recent round of budget discussions beyond a commitment from top leadership that it would receive further attention and more

concrete action in the upcoming year's budget deliberations. How can FAP help to ensure that this item does not slip through the cracks?

6. Chair Spanagel shared a copy of a previous FAP Chair's broadcast call seeking input into the FAP agenda of items to consider for the year. Spanagel invited FAP members to suggest specific changes to the appeal before he sends out a similar message to the faculty this year.
7. The meeting was adjourned at 12:10 p.m.

Respectfully submitted,  
David Spanagel, FAP Chair (and Acting FAP Secretary on this day)