



**Administrative Policy Group  
Official Meeting Minutes  
Wednesday, September 14, 2022  
3:00 – 3:38 p.m.  
Co-Chairs: Michael Horan & Art Heinricher**

**Attendees:**

***APG Members Present:*** Arthur Heinricher (Co-Chair); Lauren Turner; David Bunis; Donna Stock; Eric Beattie; Maureen Deiana; Gillian Smith; David Spanagel

***APG Members Not Present:*** Michael Horan (Co-Chair); Philip Clay; Siamak Najafi;

***Guests:*** Matthew Thaler (Deputy General Counsel); Erin Silva (Office of the General Counsel)

**Minutes:**

**1. Introduction to the APG**

David Bunis called the meeting to order and, as this is was the first meeting of the academic year with several new members, asked that everyone introduce themselves.

**2. Approval of May 10, 2022 Meeting Minutes**

Mr. Bunis called for a vote to approve the May 10, 2022 meeting minutes. Profs. Spanagel and Gillian Smith abstained; all other APG members present (who were present for the May 10, 2022 meeting) voted to approve the May 10, 2022 meeting minutes.

**3. Discussion of interim revisions to the WPI Policy of Indemnification for Faculty, Professional Staff and All Other “Exempt” Employees.**

Mr. Bunis reiterated the normal cadence of a policy put forth through the [APG Process](#). He further explained that in certain “compelling cases” there are policies that require immediate revision (e.g., per law, as in the recent changes to WPI’s Title IX and Sexual Misconduct Policy). Upon Presidential approval and notification to the APG, any such revision would go into effect as an “interim” policy for up to a six-month period while the APG considers the policy pursuant to the [APG Process](#). The indemnification policy is such a policy requiring immediate revision.

Mr. Bunis explained that the current policy (approved by the Board of Trustees in 1986) only applies to “exempt” employees. The “exempt” qualifier refers to employees who are salaried, meaning that the current policy only requires indemnification for salaried (“exempt”)



employees, but not hourly (“non-exempt”) employees such as hourly facilities workers, graduate students and police. Therefore, the revision is to remove the word “exempt” from the current policy so it would apply to hourly (i.e., non-exempt) employees as well. Mr. Bunis reminded people that there is no action to be taken by the APG on this; rather, this explanation serves as notice to the APG required under the [APG Process](#).

Mr. Bunis reiterated that the intention is that, while this revised policy is in interim status, the APG would put the policy on its docket this academic year to begin the discussions of further revisions that would bring this policy (from 1986) up to date with best practice, align it with peer institutions and provide greater clarity with respect to the meaning of a variety of its terms.

Several APG members asked clarifying questions, including the meaning of “exempt” (i.e., salaried employees); whether the collective bargaining agreements for existing unions include an indemnification provision (they do not); and the meaning of “good faith.” For clarity, Mr. Bunis stated that he interprets this policy to mean that WPI will stand behind its employees sued for acts taken in the good faith performance of their duties.

Mr. Bunis stated that he will now send this policy to President Soboyejo for his approval on an interim basis.

Ms. Deiana will craft a simple message to send out to the community informing them of this important change.

The meeting was adjourned at 3:38 p.m.

David A. Bunis  
Secretary, Administrative Policy Group