



**Administrative Policy Group
Official Meeting Minutes
September 29, 2021
3:00 – 4:00 p.m.
Co-Chairs: Michael Horan & Wole Soboyejo**

Attendees:

APG Members: Michael Horan; Wole Soboyejo; David Bunis; Philip Clay; Joseph Fehribach; Patty Patria; Raghvendra Cowlagi; Amy Morton; Donna Stock; Dana Harmon; Eric Beattie; Maureen Deiana; and Alicia Mills

Guests: Matt Thaler; Amy Fabiano; John Stewart; Erin Silva; and Jillian McLeod¹

Minutes:

1. Approval of September 15, 2021 Meeting Minutes

Matt Thaler called for a vote to approve the September 15, 2021 meeting minutes.

Prof. Fehribach and Cowlagi abstained; all other APG members present voted to approve the meeting minutes.

2. Travel Expense Policy – Continuation of September 15 Discussion

Mike Horan reminded the APG that at the September 15 meeting, after lengthy discussion of this policy, he recommended that we pause further discussion until this meeting so he could discuss the feedback that was provided with his team and determine how to proceed.

Mr. Horan stated that he recommends WPI use the Travel Management Company (TMC) on a pilot project basis starting in January, for one year, where use of the TMC would be voluntary. In parallel, his team will work on better marketing and, potentially, an incentive program, whereby WPI could encourage use of the TMC and receive further feedback from WPI travelers.

Prof. Fehribach agreed that use of the TMC on a pilot basis is good idea and will help get things rolling in a positive direction and if it is really good people will buy into it. Prof. Cowlagi agreed and added that the more feedback WPI receives, the more WPI can make decisions based on that feedback.

¹ Ms. McLeod is an intern at American Council on Education (ACE).



A discussion ensued about whether, in light of this development, the APG should make the changes suggested in previous meetings and have President Leshin approve the revised policy on an interim basis.

Mr. Horan noted his preference to leave the current policy in place as-is, without changes, and manage use of the TMC around it. However, he agreed to think about it and report back to the APG about his final recommendation.

3. Update on the Interim Title IX and Sexual Misconduct Policy

Ms. Fabiano summarized the status of the Interim Title IX and Sexual Misconduct Policy, the interim period for which expires on February 1, 2022. She reminded people of the extensive helpful collaboration with the faculty and student representatives on the APG Working Group for the Title IX & Sexual Misconduct Policies over the last academic year and summer. She framed for the APG the following things to consider in deciding how to proceed:

- It is strongly recommended not to change the policy in the middle of the academic year (i.e., February 2022) because of the procedural and legal complexities this causes. It is much better to change and finalize the policy before the start of a new academic year.
- Further, we expect additional updates to state law and regulations, as well as proposed Title IX regulations from the Biden administration in early 2022, that could require additional changes to the policy.
- To fit this timeline, it is strongly recommended to open up the public comment period on this *interim* policy in C term, with an expectation of plenty of WPI community feedback.

A discussion ensued and the consensus of the APG was to keep the interim policy in place through this entire academic for the reasons noted above. As for the timing of the public comment period, the APG discussed coordinating the timing with the APG's approval of the final Title IX & Sexual Misconduct Policy during the final APG meeting of the current academic year and the importance of receiving feedback from faculty, including Faculty Governance. Ms. Fabiano reiterated that making the policy final for the start of the 2022-23 academic year will be the goal.

Ms. Fabiano reminded the APG that much of the interim policy is mandated by law and there will likely be comments received that will not lead to changes to the policy because of legal requirements. Mr. Clay suggested that a summary be prepared pointing out for commenters what is required by law so people have a context for their comments. Doing so may head off questions or comments about why particular provisions are contained in the policy.

David Bunis stated that the APG has, and will continue to, work in lockstep with the faculty as the APG works to turn the interim policy into a permanent policy. The APG will consider a request to approve the interim policy for public comment no later than the start of C term.



The meeting was adjourned at 4:00 p.m.

David A. Bunis
Secretary, Administrative Policy Group