1. Approval of the Agenda
   Agenda was approved as distributed

2. Approval of Minutes from Meeting #10, November 10th, 2016 was postponed until the next meeting.

3. Conference call with Sibson Consulting

The consultants reviewed the project work steps, timing and deliverables for the upcoming Faculty Salary Study.

At the last FAP meeting, FAP and WPI administration agreed to jointly develop a list of peers for comparative purposes for the upcoming faculty salary study, as well as for other benchmarking purposes. The list, together with some other recommendations received from the Provost and the President, was presented to Sibson for inclusion. After some discussion it was agreed that the list will be considered by FAP and final recommendation for institutions finalized by Monday, November 21st. The below table summarizes the recommended list (highlighted) with some institutional characteristics.

The study will include:
- Summary of aggregate competitive position by rank
- Average relationship to market percentile by rank
- Distribution of relationship to market percentile by rank
- Distribution of relationship to market percentile by home organization, and
- Dean market assessment analysis.

Ms. Donta-Venman expressed a concern that the proposed peer institutions chosen for Faculty salary study may not be appropriate for Dean compensation study, as responsibilities of Deans at WPI are much different from those of Deans at bigger institutions.

Sibson Consulting will finalize assessment findings, make recommendations for revised pay guidelines with stakeholders, draft implementation strategy and salary range alternatives and develop a report of findings and recommendations by the end of February 2017.
Table 1. Institutions and some of their characteristics. Highlighted institutions will be recommended for inclusion in the 2016-17 Faculty salary study.

4. Adjourned at 11:10am

Tanja Dominko
Secretary