

Committee on Priorities and Resources  
Meeting Minutes – March 31, 2020

In attendance: Professor Javier Corrales, chair; Professor Andrew Dole; Professor Jill Miller; Professor Monica Ringer; Library Administrative Assistant/Bookkeeper Susan Bradley; Director of Financial Planning Thomas Dwyer, *ex officio*; Provost and Dean of the Faculty Catherine Epstein, *ex officio*; Assistant Director of Athletics Kelly Mannix; Chief Human Resources Officer Maria-Judith Rodriguez, *ex officio*; Chief Financial and Administrative Officer Kevin Weinman, *ex officio*; Steven Hegarty, recorder

Not in attendance: Brooke Harrington '22, *ex officio*; James Hulsizer '23; Sydney Ireland '23

The meeting came to order at 8:33 am.

Proceedings

1. Kevin gave a financial update and shared the ongoing planning process:
  - a. The senior team at the college is focused on health and safety first, and next on continuing the educational mission. The college remains in good health.
  - b. Senior staff are beginning the longer term assessment of financial challenges, and it's unknown what we're facing right now. AC is prepared for financial downturns, but is ultimately not immune to a serious economic crisis.  
Currently, the impact on summer programming and student employment are not known. Once decisions are made about the fall semester, a range of actions can be determined. The college wants to avoid overreacting, while making quick and timely decisions.
  - c. Reducing capital spending in the short-term will be part of the college's financial strategy to offset some of the anticipated one-time FY21 operating costs. However, we need to be careful not to fund recurring costs from one-time capital savings.
  - d. Kevin sent a memo to faculty and staff last week, and will be part of open forums for both groups this week. The communication and updates will continue.
  
2. Additional topics including questions for Catherine:
  - a. For Commencement, various scenarios are being considered, including a virtual event, and there are hopes for an on-campus occasion in the future.
  - b. Faculty should be thinking of fall courses as flexibly as possible and preparing now to continue online in the Fall, should that be needed. Also, to be taking into consideration other potential scenarios while planning courses.
  - c. Javier asked what the college should be telling admitted students about the fall. The provost reported that it is too early to know, that we are planning different scenarios – ranging from starting as planned to doing additional remote-teaching in the fall, and that all colleges and universities are in the same situation of needing to make these decisions.
  - d. CPR asked if there are smart decisions we can make now. Suggestions included a hiring freeze, or a voluntary staff retirement program. Kevin replied that it is too early to think about a retirement incentive. The eligible staff members may be needed.

- e. Current open visiting faculty searches are on hold. Offers that have already been made for 2020-21 will be honored.
3. Javier expressed that CPR will continue to meet and will be part of the consultations if and when important choices about budget adjustments need to be made.
4. CPR approved the minutes from March 10.

Adjourned 9:30 am.

Respectfully submitted,  
S Hegarty