AAUP Financial Analysis Program Guidelines

This policy was adopted by Council in November 2020.

As a service to collective bargaining chapters, the AAUP will offer financial analysis reports. These reports may include but are not limited to an analysis of an institution’s budget and/or audited financial statements. Furthermore, these reports may entail a review of budget categories and line-items, a summary of assets and liabilities, a review of the changes in those assets and liabilities, a summary of investments, debt, revenue, expenses, cash flows, and credit rating. An on-site presentation from the panelist may also be included as part of these reports.

The AAUP will maintain a roster of panelists who will make themselves available to provide financial reports. Each individual on the panel will enter into a written agreement with the AAUP covering protocols and payment. All reports will be provided through the AAUP.

AAUP staff and members will recruit members to the panel who have expertise in accounting, economics, finance, or other fields that prepare them to analyze an institution’s financial statements. A potential member of the panel should submit a work sample and CV demonstrating his or her ability to create a financial analysis report.

Panelists will agree that they will not provide these financial reports to chapters outside of this arrangement without express written consent of the AAUP. The written agreement between panelists and the AAUP will make clear that panelists will differentiate their role in providing financial analysis reports from any duties as elected officers, committee chairs or members, chapter leaders, or candidates seeking office.

Reports will be made available at no cost to collective bargaining chapters whose collective bargaining agreement is within 12 months of expiration. No chapter shall receive more than one report through this program more than once per two years. Exceptions to the former criteria may be allowed by the AAUP Council upon request.

Requests for financial analysis reports will be reviewed by the AAUP staff, and they will be fulfilled based on chapter needs, the availability of panelists, and the remaining funds budgeted for this program. The AAUP staff will determine, in consultation with the chapter and the panelists, the type of report and whether or not a presentation to the faculty is appropriate to include in the supported costs.

Only chapters in good standing are eligible for reports provided under this program.

The program will be staffed by the Department of Organizing and Services, and the budget for the costs of the program will be included in the department’s annual budget.