

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
February 1, 2008

PRESENT: President Philip Glotzbach, Chair; Professor Mark Huibregtse, Vice Chair; Mary Lou Bates, Michael Casey, Ann Henderson, Susan Kress, Pat Oles, Muriel Poston, Jeff Segrave, Justin Sipher, Michael West; Mehmet Odekon, Barbara McDonough; Mary Cogan, Sue Bender, Adam Cupples; Barbara Krause (Secretary).

ABSENT: Deb Hall, Sue Van Hook, Jonathan Brestoff.

1. Review of Minutes

Minutes from the meeting of December 14, 2007 were approved as distributed.

2. Spring 2008 Agenda

Major agenda items for IPPC during the spring 2008 semester will include:

- Budget
- Retiree Health Care
- Special Programs Study Group Report
- Discussion of Strategic Action Agenda Items for 08-09

Other agenda items may be forthcoming from the Student Affairs Subcommittee and possibly from the Student Government Association.

3. Campus Closing Discussion

In light of the severe weather prediction for sleet and freezing rain, the senior administration took the opportunity to confer with other members of IPPC regarding factors that must be considered before deciding whether to close the campus. Factors include the weather prediction, current conditions, class schedules, departmental and faculty meeting schedules, and other campus events.

After discussing these various factors, the consensus was that the College should officially close for business as of noon today.

4. Operating Budget '08-'09

President Glotzbach reported that the Board of Trustees Budget and Finance Committee met earlier in the week to discuss the major budget parameters. These parameters, previously reviewed by Mike West with the IPPC subcommittee on Budget and Finance, were also supported by the

Board of Trustees. President Glotzbach then invited Vice President West to discuss the proposed budget parameters in greater detail.

Mr. West began by thanking the members of the Budget and Finance Subcommittee of IPPC, which met three times during the month of January. He distributed handouts describing where Skidmore stands in relation to our peer institutions with respect to tuition, fees, and room and board; faculty salaries; and endowment per student. After reviewing those numbers, he distributed another **highly confidential** document describing the College's preliminary operating budget for fiscal year '09 as well as the key budget parameters. The key budget parameters include enrollment, the comprehensive fee, financial aid, and compensation; the proposed budget also indicates the proposed transfer to the Capital Budget.

Mr. West noted that the College's budgets in recent years have reflected the priorities set forth in the *Strategic Plan*. More specifically, the College has made significant strategic commitments to financial aid (in order to improve the diversity of the student body) as well as to compensation (especially faculty compensation). These decisions represent ongoing budgetary commitments. Factors having a negative impact on budget planning include the early-year market losses, significant increases in utility prices (hitting this area at the coldest time of the year), and decisions by several of our wealthier peers to change their financial aid policies – notably, to eliminate loan packages for all students.

Mr. West explained that the Board of Trustees will receive the document distributed to IPPC at its meeting in February and would likely decide next year's tuition rate at that time. He will review new initiatives at the next IPPC meeting.

5. State of the College

President Glotzbach indicated that he had planned to give a State of the College address at the faculty meeting later that day. In light of the decision to close the College at noon, this address will be given at a future faculty meeting. President Glotzbach reviewed briefly the themes he intends to address and invited responses. It was noted that SGA President Jon Brestoff may be considering a student State of the School address from the student perspective.

Minutes prepared by Barbara Krause, Secretary. Please notify of any changes.