

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
March 20, 2009

PRESENT: Professor Sue Bender, Vice Chair; Mary Lou Bates, Rochelle Calhoun, Michael Casey, Winston Grady-Willis, Susan Kress, Dan Nathan, Muriel Poston, Jeff Segrave, Justin Sipher, Michael West, Mark Huibregtse, Phyllis Roth, Jackie Shydrowski, Alex Stark, Mary Cogan; Barbara Krause (Secretary).

ABSENT: President Philip Glotzbach, Chair; Ann Henderson, Erica Fuller, Barbara McDonough.

1. Approval of Minutes

Minutes from the meeting of February 27, 2009 were approved as distributed.

2. UWW Update

Vice President Kress reported formally to IPPC that the faculty, on February 27, voted to recommend closure of the UWW program. She expressed appreciation on her own behalf and on behalf of President Glotzbach for the work of CEPP, IPPC, FEC, and others involved in preparing and presenting the motion. She offered her special thanks to Dan Nathan and Sue Bender for their thoughtful, thorough presentations.

Dan Nathan noted that the process leading to the faculty vote demonstrated the importance of presenting accurate, relevant facts. He also noted that Deborah Meyers, Interim Director of UWW, played a key role in gathering those facts and that her conduct was an example of professionalism in the highest degree. He further suggested that the praise for Ms. Meyers' professionalism reflected, by extension, praise for the UWW staff. Members of the IPPC asked that Dean of Special Programs Jeff Segrave convey these comments and the group's appreciation to Ms. Meyers and the UWW staff.

Vice President Kress, at the request of President Glotzbach, then invited thoughts on next steps and anything that the President should consider as he contemplates the faculty recommendation. It was suggested that it would be important for the administration to ensure that a process is implemented to consider options for helping Skidmore employees to take credit-bearing courses toward degree completion. Vice President Kress also noted that the President certainly would meet with UWW staff in person to advise them of his decision with respect to the recommendation.

The IPPC then discussed steps that might be followed leading up to the faculty meeting on April 3, at which President Glotzbach intends to announce his decision. After considering various options and process points, IPPC members expressed support for the following steps:

- That the President formally respond to CEPP and IPPC, advising those groups of his decision in advance of the faculty meeting on April 3.
- That the President meet with UWW staff in person to notify them of his decision prior to the faculty meeting on April 3.
- That the President notify the Curriculum Committee, the UWW Committee, and the FEC of his decision prior to the faculty meeting on April 3.
- That the President notify the faculty of his decision at the faculty meeting on April 3.
- That the President report his recommendation to the Board of Trustees in May, and that the Board make the final determination at that time.
- Following the Board's decision, that the President notify the UWW staff of the final decision and then report again to the appropriate governance committees and to the broader community.

There was considerable discussion about who might offer a resolution, at what time, honoring the UWW program and its staff. Some IPPC members thought that the resolution should be offered at the faculty meeting on April 3; others felt that it might be premature, given that the Board will make the final decision in May. Some members suggested that the Board might wish to offer its own resolution that could then be shared with the faculty. After discussion, a consensus emerged that a resolution should not be offered to the faculty before the Board's final decision. If a faculty member were to offer such a resolution on April 3, the faculty certainly could consider the motion. Otherwise, a resolution could be offered to the faculty in the fall of 2009.

3. Admissions Update

Dean of Admissions and Financial Aid Mary Lou Bates reported that admissions decisions have been made and that letters will be mailed on Thursday, March 26. She reported that it was a challenging year in terms of financial aid. For example, if decisions had been made solely based on the committee's recommendations without considering budget implications, an additional \$1 million in financial aid would have been needed to admit that class. Adjustments were made consistent with the budget for financial aid, and Dean Bates feels very good about the applicants who have been admitted.

The economy was clearly a factor, with 62% of the pool requesting financial aid. In terms of actual numbers, the College admitted more applicants with 9 and 10 AQR's than were admitted last year; the percentage, however, was lower. A similar situation held true for diversity, with a greater number of students from diverse backgrounds admitted, but constituting a lower percentage.

It was a particularly difficult year to predict yield. Dean Bates worked with the Institutional Research Office to conduct a more sophisticated yield analysis and, in the end, projected just over 16% yield.

The Accepted Candidates Day for Early Decision students will be held on March 27. Admissions will host three Accepted Candidates Days in April, and she expressed her appreciation in advance for faculty and others on campus who take part in those programs to encourage students who have been admitted to accept the College's offer. The deadline for accepted students to submit deposits is May 1.

4. Budget Update

Vice President Michael West reported that the Budget and Finance subcommittee of IPPC met and reviewed the College's dashboard (key numeric indicators). He noted that the indicators for admissions and endowment will show cause for concern. The subcommittee also reviewed the major budget assumptions. Cabinet continues to review those assumptions and will develop three scenarios for presentation to the Board of Trustees in May.

Mr. West then distributed several handouts to provide context for the current budget discussions. The first document was an excerpt of materials provided by Moody's Investors Service describing risks facing higher education and the ways in which higher education is responding to those risks. The second handout was a graph showing the S&P 500 performance for the year ending March 19, 2009. The third handout was a graph illustrating the trends of four difficult bear markets (the DOW crash of 1929, the 1973 oil crisis, the 2000 crash related to technology stocks, and the current bear market). Mr. West noted that the College's endowment continues to perform better than the market overall. The budget previously developed for FY '10, however, was based on a 2% market appreciation. The market performance for the month of January was a negative number, and continued bad performance of the market could require the College to revisit assumptions that had earlier been identified. He noted, in closing, that the 3.9% identified as a possible comprehensive fee increase appears still to be within a reasonable range.

5. Savings Suggestions

IPPC members received, in advance of the meeting, an updated list of savings suggestions. Items numbered 104 or higher were received since the previous report to IPPC. President Glotzbach is continuing to work with Cabinet to identify items which might be implemented.

It was suggested that President Glotzbach report on the savings suggestions at the community meetings scheduled for April 2. Members also supported a recommendation that the suggestion boxes be shut down for now and that the savings boxes be instituted for a specified time, such as one month, on an annual basis. It was suggested that President Glotzbach announce that decision at the community meetings on April 2 and then in an e-mail message to the "everyone-list" following the meeting.

6. IPPC Membership

An overview of IPPC positions that will be vacant at the end of the current year was distributed with the agenda materials. FEC is currently working on its process to fill the faculty positions, the President's Office will issue a willingness-to-serve for the support staff position, and the SGA will move to fill its positions.

With respect to the student positions, Jackie Shydrowski noted that there has been some concern about having a student representative on the Budget and Finance Subcommittee. Past practice has been that the non-SGA-President representative to IPPC sits on that subcommittee. Vice President West offered his strong opinion that the continuity of budget discussions and the importance of confidentiality require that the student member on the subcommittee also be a member of IPPC. It was suggested that SGA, in its willingness-to-serve, could indicate that expected commitment. If SGA wishes to revise its student representation on that subcommittee, SGA should notify Barbara Krause that an amendment to the Operating Code is requested.

6. Other Reports and Updates

Space Planning Working Group – Sue Bender reported that the FEC has agreed that the Space Planning Working Group will continue as a pilot body through the end of the 2009-10 academic year. At that time, Dean Poston should initiate consultation with the FEC and IPPC to determine how the SPWG should be structured and function in the future.

Time Magazine Article – Vice President Michael Casey reported that a *Time* magazine reporter visited Skidmore last week. Skidmore will be featured in a piece that will appear within the next couple of weeks on college admissions. The information on Skidmore will relate to the College's selection of under-represented students in the sciences pursuant to a National Science Foundation grant. Skidmore's focus in making these admissions decisions is more on grades and demonstrated potential rather than on standardized test scores.

SGA – Jackie Shydrowski reported that SGA is working on a revision to its constitution that will address structural issues, the honor code, and student representation on all-college committees. She also noted that the Pavilion Corporation is waiting to hear from its attorney regarding issues related to Falstaff's.

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