

# INSTITUTIONAL POLICY AND PLANNING COMMITTEE

## MEETING MINUTES

September 6, 2013

**PRESENT:** President Philip A. Glotzbach, Chair; Natalie Taylor, Vice Chair; Mary Lou Bates; Joerg Bibow; Beau Breslin; Paul Calhoun; Rochelle Calhoun; Michael Casey; Bill Duffy; Timothy Harper; Samuel Harris '15; Wendy Kercull; Kathy Kinnin; Christine Kopec; Jackie Murray; Jeanne Sisson; Joseph Stankovich; Peter von Allmen; Michael West.

**ABSENT:** David Karp.

### 1. Welcome and Introductions

President Glotzbach introduced Joshua Woodfork, Executive Director and Coordinator of Strategic Initiatives, in the Office of the President. The President asked committee members to introduce themselves. Sam Harris reported that, due to an academic conflict, Ben Bechand, SGA's VP of Financial Affairs, will not be able to attend IPPC meetings. Sam will find a replacement representative from SGA.

President Glotzbach congratulated Bill Duffy on his appointment to Chief Technology Officer.

### 2. Approval of Minutes

Minutes of the August 28, 2013 meeting were approved.

### 3. Subcommittee on Admissions and Financial Aid

On behalf of the Subcommittee on Admissions and Financial Aid, Mary Lou Bates brought forward a recommendation to disband this Subcommittee. VP/Dean Bates noted that the subcommittee struggled somewhat with its function and also had staffing challenges with faculty and student representation. Any topics the subcommittee would have discussed can be handled through the Enrollment Management Group, the Numbers Group, or the Athletic Council. VP/Dean Bates will continue to report to IPPC on any such issues and any policy proposals from these groups.

IPPC unanimously approved disbanding the subcommittee. The operating code will be revised to reflect such change.

### 4. Draft Strategic Action Agenda 2013-14

President Glotzbach provided a revised draft of the preface of the SAA 2013-14 for review, which is the front part of a larger document. The President noted that the action items will be forthcoming. The following comments, in no particular order, were noted:

- How will this document be used, once final? It will be used as part of a larger collection of materials in preparation for the Strategic Planning process and also discussed at the Academic Summit;
- On page 1, the first three bullets indicate the College being in a strong position; the remaining 4 reflect work that is underway;
- A closer look when using gender pronouns;
- Wes Moore was introduced but not in the context of the First-Year Experience (it was in the prior document);
- Regarding the statements that many spaces on campus are used for learning, some spaces on campus are better for learning than others, particularly noting the dining hall, although it is hoped that the dining hall can be considered such a place but not necessarily in a forced or formally structured way;
- On page 9, the bullet should read, “The New-Faculty Learning Community will continue and we will initiate the Second-Year Faculty Learning Community”;
- On page 2, figures should be revised to read “...we encompass around 2,500 students and the 900 people who work here...”
- On page 5, it was suggested that the header “Structures” be broadened to include concepts/principles noted in that section.

President Glotzbach looks forward to having further conversations about this document in other settings such as SGA Senate, a faculty meeting, Academic Summit and/or at other appropriate times.

## **5. Strategic Planning Discussion**

President Glotzbach distributed a draft document proposing a process for creating Skidmore’s next *Strategic Plan*. The document’s timeline covers both the 2013-14 and 2014-15 academic years. The document was developed from previous conversations with IPPC and President’s Cabinet. The document, a copy of which is attached to these minutes, begins with three basic questions:

- Where are we today as a college?
- What do we see in the external world (trends in higher education, economic trends, demographic trends, etc.)?
- Where do we want to go over the next ten years to
  - a. continue to provide increased value for our students,
  - b. continue to build our reputation, and
  - c. control our costs and increase student access?

The Committee discussed the proposal and provided such feedback as:

- Back up any May dates to April, as May is an extremely busy month on campus;
- In addition to brief white papers from various divisions, consider asking subcommittees of IPPC, governance committees, and student groups to also submit papers on how they view the College today, the external world, and key questions that should be addressed in

the planning process; Consider other questions in the white papers such as, What could Skidmore be? Or, What could Skidmore look like in 10 years?;

- Consider the above questions and aspirations, yet keep in mind the very real costs associated with these aspirations;
- Consider other ways for the community to participate;
- Under question 3c, clarify the wording on controlling costs; also include “retention,” as in “increase student retention and access”;
- In the beginning of the document, consider identifying internal and external disruptions.

President Glotzbach will take these suggestions back to finalize this draft and use it as a framework going forward. He will also provide a document which will address the unfinished business in the current *Strategic Plan*, noting that some of the goals will never be completed, yet will provide some continuity toward the next *Plan*.

## **6. Other Business**

Mike West updated the Committee on an issue that was recently brought to the attention of the administration. He provided the following announcement, which will be sent to the Skidmore community later in the day from Jaya Borgatta, Student Garden Manager; Karen Kellogg, Associate Dean of the Faculty for Infrastructure, Sustainability, & Civic Engagement; Levi Rogers, Sustainability Fellow; and himself, as noted:

“After careful consideration, we have made the decision to close the Skidmore Student Garden for the fall 2013. Please know that there is support from all levels of the College to reopen an improved Student Garden in the spring, most likely in a new location.

Following best practices for community gardens, we sent soil samples out for testing earlier this summer, and lead analysis was included in that standard soil test. Some of our preliminary results prompted us to look more closely.

A subsequent series of garden soil and plant tissue tests confirmed that food grown in the garden is safe for human consumption (certain characteristics of our soil -- such as high pH and high calcium -- have minimized the amount of lead that can be readily taken up by plants). We did, however, find elevated lead levels in very localized areas of the soil.

Lead experts from the EPA, various Departments of Health, and several academic groups have all assured us that anyone who has worked in or eaten from the garden has not been harmed. The decision to close the garden is abundantly cautious given the garden’s physical conditions and soil characteristics.

The garden is an important part of our Skidmore community, and we look forward to reopening early next spring.”

*Please notify the President’s Office of any changes to these minutes.*