

INSTITUTIONAL POLICY AND PLANNING COMMITTEE

MEETING MINUTES

September 5, 2014

10:30 am

PRESENT: President Philip A. Glotzbach, Chair; Natalie Taylor, Vice Chair; Mary Lou Bates; Addison Bennett '16; Joerg Bibow; Beau Breslin; Paul Calhoun; W. Rochelle Calhoun; Michael Casey; Bill Duffy; Timothy Harper; Samuel Harris '15; Karen Kellogg; William Lewis; Ting Li; Viviana Rangil; Monique Smith; Joseph Stankovich; Michael West; Joshua C. Woodfork.

ABSENT: Wendy Kercull; Kathy Kinnin. Please note that Associate Dean of the Faculty Karen Kellogg, co-chair of the IPPC Subcommittee on Responsible Citizenship (SRC), will be representing the Subcommittee for the year, replacing Associate Dean of Student Affairs/Director of Student Life David R. Karp.

1. Welcome and Introductions

President Glotzbach welcomed committee members to the first IPPC meeting of the 2014-15 academic year. He introduced vice chair, Natalie Taylor, and the Committee members then introduced themselves. President Glotzbach spoke of the mission of the Committee and the work that will come before the committee this year, including strategic and policy issues.

2. What is the role of this committee?

This is a committee that discusses issues and attempts to reach a collaborative decision on planning and policy matters important to the College. President Glotzbach mentioned that IPPC members should learn about the issues this committee is working on and contribute. The IPPC minutes are posted on the IPPC website as a way to help the community learn about IPPC's meetings and work. There are occasions when sensitive information (often relating to budget) or confidential issues are discussed in these meetings, and that information will be reported more broadly once the work on those issues is finalized.

Committee members are encouraged to propose agenda items they believe are important and warrant discussion.

President Glotzbach stressed Skidmore's efforts to get wide participation in shared governance. It extends up to the Board of Trustees where Board members are participating in various areas of the college, including Board participation on the Task Force on Divestment, the Steering Committee for Skidmore's reaccreditation, and at Faculty meetings.

3. Updates

President Glotzbach asked Vice President and Dean of Admissions and Financial Aid Mary Lou W. Bates to provide an Admissions update on the Class of 2018. Vice President Bates reported:

8,700: approximate number of applications received

731: students in the Class of 2018

39 students in the London Program arrived on Monday before Convocation, the pre-orientation students arrived on Thursday and the rest of the students arrived on Sunday

689: students on campus (Three students left campus due to a deferral to next year, a withdrawal and a student who went home due to homesickness.)

60% attended public or chartered schools; 40% attended private or parochial schools

60% female; 40%: male

39%: approximate number of students enrolled via Early Decision. The yield in the spring is less than 20% and the Enrollment Management Group and Admissions team plans to review yield this year with a goal of improvement.

22%: number of students who self-identified as students of color when applying

10%: international students

5%: hold dual passports

10%: legacy students (former family ties to the college)

In an assessment of high school transcripts this year there were 66% in the upper band, compared to 63% one year ago and 53% two years ago. Students in the lower band but who are still well qualified to succeed at Skidmore were 35% this year, 38% one year ago and 45% two years ago.

Regarding financial aid, Vice President Bates reported that the amount offered in financial aid was more than in previous years in order to enroll this year's very strong class.

The Collyer Vice President for Advancement Michael T. Casey reported that there was \$65 million in gifts and pledges received this past fiscal year, which is the most received in a single year. The six-year campaign goal is in the range of \$220-240 million with a goal this year of reaching \$100 million. There are currently \$31 million in gifts and pledges toward the Center for Integrated Science.

President Glotzbach mentioned the drug and alcohol prevention initiatives on campus as well as the sexual misconduct prevention initiatives. There is a new program on campus for students entitled "The First Six Weeks" to help student acclimate to the college in a positive way.

President Glotzbach also reported that Skidmore recently completed union negotiations for all union employees, however, there are still a few pension issues to finalize.

There was discussion about the new no-smoking policy, which was sent to everyone on campus electronically and included a map designating the non-smoking areas. Essentially the central part of the campus and spaces 25 feet from all buildings are designated as non-smoking areas. Signage is now in place to help inform the public of the non-smoking areas. Dean of Students and Vice President for Student Affairs W. Rochelle Calhoun stated that there are steps in place to enforce these new rules, but mostly we will be relying on people to follow them. There is more information about the policy on the Skidmore website, including information on smoking cessation with classes expected to be offered in October.

President Glotzbach reported that the solar field to the south of campus and the hydroelectric project are now fully operational. These two projects supply the campus with approximately 33 percent of the school's electric power.

4. Feedback on Draft of Strategic Action Agenda 2014-15

Each year the Committee reviews the Strategic Action Agenda (SAA), which maps out the year's goals and helps guide strategic decisions. This is the last agenda under the current Strategic Plan (2005-2015) and developing the next Strategic Plan will be a major focus of this Committee in the coming year. This draft Strategic Action Agenda was developed over the summer and is now brought to this Committee for comment before it is presented to the Board of Trustees in October and shared with the larger Skidmore community as well.

The major focus of the 2014-2015 Strategic Action Agenda includes:

Expanding Partnerships
 Creativity and Risk
 Increasing Yield
 Comprehensive Campaign
 Alumni/Parent Engagement
 Branding
 Investing in Our People
 Continue Implementation of Science Plan
 Improve Financial Reporting, Modeling and Our Capacity for Cost Control
 Lead Process of Creating New Strategic Plan
 Enhance Revenue
 Community of Care and Responsibilities: A Healthy Campus

The President stated that the overall theme of this year's Strategic Action Agenda is that "we are all in this together." He encouraged the Committee to come forward with any additional items for discussion as they arise.

The President spoke briefly about the Staff Survey, which many staff and administrators completed last spring. Two Town Hall meetings have occurred where the survey results have been shared. Another Town Hall is scheduled for early October. The President explained that the results of the survey are mixed, and he emphasized that it will take a group effort to resolve the larger issues raised in the survey.

It was suggested that "microaggressions," mentioned on page 2 of the 2014-15 Strategic Action Agenda, be taken out of quotations and also be defined within the text.

SGA Vice President for Financial Affairs Sam Harris mentioned that he liked the phrasing of this year's Student Affairs items of the Strategic Action Agenda and thought the document was even stronger than last year's.

Professor Bill Lewis requested an assessment of what was accomplished, still on the agenda, and dropped from the current Strategic Plan. President Glotzbach agreed that this would be an important document and will work to produce it.

5. Agenda Setting for 2014-15: Call for items

The following items were proposed for future discussion:

- Student worker minimum wage
- Implementing a hazing policy with student organizations
- Revamping the SGA constitution
- Curricular “reconstruction”
- Collaboration between other colleges
- MALS Policy
- Sustainability Strategic Plan
- Space shifts proposed by the Space Planning Working Group
- Bias Response Group presenting information regarding policies that have the unintended consequence of disproportionately affecting certain populations
- Education of students on the campus-wide smoking policy and including information on electronic cigarettes
- Sexual misconduct (especially policy and procedure, resources on and off campus, education and prevention, and having adequate amounts of trained staff in regards to hearing cases)
- Shared governance
- Campaign, Curricular Review, Strategic Plan, Task Force on Divestment, and Middle States Reaccreditation

A goal of the President and the Trustee’s Strategic Planning Advisory Group, which will return to a full Board of Trustees Strategic Planning Committee this fall, is to get a draft of the *Strategic Plan* to the Board of Trustees in October, at the very least providing them with something to which they can respond/react. President Glotzbach will work on this material and present it to this IPPC so a draft can be presented to the Board in October.

Executive Director Joshua C. Woodfork mentioned the upcoming State of the College Address event, which will take place on Friday, September 19, at 3:30 pm in Zankel. President Glotzbach and Addison Bennett will address the community regarding their agendas followed by a question and answer session. All community members are invited and encouraged to attend.

The meeting adjourned at 11:45 a.m.

The next meeting will be on Friday, September 19, 2014, 10:30-12:00 pm in Murray-Aikins Room 4.

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