

# INSTITUTIONAL POLICY AND PLANNING COMMITTEE

## MEETING MINUTES

February 5, 2016

10:30 a.m.

**PRESENT:** Addison Bennett '16, Beau Breslin; Paul Calhoun; Michael Casey; Gail Cummings-Danson; Bill Duffy; President Philip A. Glotzbach, Chair; Tim Harper, Vice Chair; James Kennelly; Kathy Kinnin; Kris Leggiero; Ela Lepkowska-White; Eric Morser, Levi Rogers; Kelly Sheppard; Joseph Stankovich; Charles Tetelman '16; Debra Townsend; and Joshua C. Woodfork.

**ABSENT:** Mary Lou W. Bates; Joerg Bibow; Denise Smith; Mike West.

### 1. Approval of Committee Minutes

IPPC **approved** the meeting Minutes from December 11, 2015.

### 2. President's Report

President Glotzbach opened the meeting by asking for a moment of silence in tribute to Michael F. Hall, Special Assistant to the Vice President for Finance & Administration. President Glotzbach remarked:

As you have seen from the obituary released from my office on Wednesday, the Skidmore Community recently lost one of its most committed and hard-working members: Mike Hall.

During his 20 years at Skidmore, Mike held various titles – Financial Planning and Budgeting, Special Assistant to the Vice President for Finance & Administration, even co-Interim Vice President of Finance & Administration – none of which fully captured the scope and depth of his work for the College.

For many years, Mike did yeoman work on the annual budget. He was an accomplished budget manager and financial planner. And in all the years we worked together, I never asked him a financial question that he could not answer – usually immediately, or within just a few minutes.

But he probably would most want to be remembered for his work on the physical plant and, especially, on issues of environmental sustainability. As you walk about the campus and look at the various large projects that have been completed over the past few years – Northwoods Apartments, Murray-Aikins Dining Hall Renovation, Arthur Zankel Music Center, athletic facilities upgrades, Saisselin and the Scribner Library renovations, the \$1.3M renovation of Starbuck Center four years ago, and Sussman Village – you are seeing Mike Hall.

He was a passionate proponent of our geo-thermal heating and cooling program. He was probably most proud of our 6-acre solar field and the small-hydro project that combine to give us over 32% of our electricity.

But if your office was renovated, if you teach in a renovated classroom, if you work in an office that has been upgraded, you also are seeing Mike's work. It speaks to his character that he cared as much about small projects and the influence they have on people's work lives as he did about the large ones.

Above all, Mike Hall was a kind and generous soul who respected other people and always worked collaboratively, quietly, and without calling attention to himself or his many contributions. He made Skidmore a better place, and he will be missed.

Accordingly, I ask that we observe a moment of silence in his memory.

Regarding Admissions, the President noted that a record number of applications have been received for Skidmore's Class of 2020. Currently, we have 9,115 on file in comparison to 8,453 last year, an increase of 8% over last year and 6% more than our previous record two years ago in 2014. About 500 of the additional 650 applications are from international students, 74% of whom are seeking financial aid. In this year's applicant pool, 27% of the applications are from international students in comparison with 22% last year and 20% the year before.

We have also received a record number of Early Decision (ED) applicants, 547 this year in comparison to 411 last year, an increase of over 30%. Once again, a significant proportion of the ED apps are from international students seeking financial aid, but we do have more full pay early decision candidates than before. Early decision Round II Committee is next week so we do not know final numbers yet, but do expect that we will enroll a record proportion of the class early decision this year. Last year, 38% of the class was enrolled ED, and we are hoping to enroll 42% or higher this year.

President Glotzbach reported on the two searches that will be launched this spring: for the Dean of Students and VP for Student Affairs and the VP for Communications and Marketing. A search firm has been retained for the Dean of Students and Vice President for Student Affairs position. That search will begin immediately, with completion planned by the end of the spring term. The President thanked Gail Cummings-Danson for continuing to do great work in her interim position. For the Vice President for Communications and Marketing position, the search committee is still being finalized, and the work of this committee will begin later this semester. He thanked Debra Townsend who is filling in on an interim basis.

President Glotzbach noted that this morning he held a shared governance meeting that occurs at the beginning of each semester and that includes the chairs of governance committees and administrators from Academic Affairs, Student Affairs, and the President's Office. The purpose is to review the principal agenda items of the committees and the administration – to see where collaboration needs to occur and to ensure that there are no surprises as the semester goes forward.

The President also noted that he is in continuing discussions with the Board of Trustees leadership and the Board's Investment Committee leadership regarding a formal response from the Board of Trustees to the Task Force on Divestment's (TFD) recommendations. The Board, in coordination with the Board's Investment Committee, has considered the Report and

recommendations from the TFD and will finalize its response at its February meeting. President Glotzbach will then be able to share this Report with the Task Force, IPPC, and the community.

### **3. Hoverboard Policy**

Gail Cummings-Danson reported that the IPPC Student Affairs Subcommittee discussed a policy to ban hoverboards (self-balancing scooters) along with battery operated scooters, and hands-free Segways from campus because of recent concerns by the U.S. Consumer Product Safety Commission.

After discussion, and upon a motion made and seconded, the IPPC **unanimously approved** the ban. The Policy is stated below:

Starting January 25, 2015, Skidmore College will prohibit self-balancing scooters, more popularly known as hoverboards, along with battery operated scooters, and hands-free Segways from our campus because of recent concerns by the US Consumer Product Safety Commission and the potential danger these devices may pose to members of the campus community. This response is part of the College's efforts to maintain a safe living, learning, and working environment and to provide a workplace that is free from recognized hazards.

Several safety and consumer agencies currently are investigating fires and injuries related to these devices. Once these investigations have been completed, the College will re-evaluate our stance on these devices.

If you own a self-balancing scooter, battery operated scooter, or hands-free Segway, please make sure that the device is not brought to campus. If you have already brought one of these devices with you, please contact Campus Safety who will work with our facilities team to find safe storage until they can be returned home. Should you be found on campus using one of these devices, please note that it will be confiscated for safe storage and returned to you at the end of the semester.

Exception: Individuals requiring approved battery operated scooters or other such devices to address issues of mobility may be allowed an exception to this policy. Should you require an exception, please contact Student Academic Services for additional information and direction.

### **4. Strategic Plan 15.2**

President Glotzbach provided the latest version of the *Plan*. Joshua Woodfork outlined both the process to get to this point and the endorsements that have been received to date, including the Staff Advisory Group. The *Plan* will be brought for endorsement to the floor of the Faculty Meeting this afternoon and to the SGA Senate next Tuesday. It will be brought for a vote of approval to the Board of Trustees at its February Retreat.

President Glotzbach noted two friendly amendments to Version 15.2, Page 27, as noted below, and also noted that upon approval from the Board of Trustees, he will work to present the *Plan* in a more creative and appealing format:

- Through effective portfolio management and fundraising, increase College endowment to at least \$500 million by ~~2020~~ 2025.
- Complete the current comprehensive ~~\$220-\$240 million~~ fundraising campaign, Creating Our Future – The Campaign for Skidmore, ~~by 2019~~.

There being no further questions or discussion, the IPPC **unanimously endorsed** the *Strategic Plan, Creating Pathways to Excellence: The Plan for Skidmore College 2015-2025*.

## 5. **Other**

President Glotzbach noted that the Board's Budget Workshop was held on January 27 to review the Major Budget Parameters and Capital Budget for FY'17. The Board's Budget & Finance Committee will be asking for full Board approval of those parameters and of the proposed capital budget at its meeting on February 27.

President Glotzbach and Joshua Woodfork expressed their appreciation to the new representatives on IPPC this Spring semester, including Addison Bennett '16 (as SGA VP for Financial Affairs), Kelly Sheppard (as CEPP Chair), Ela Lepkowska-White (as CIGU Co-Chair), and Eric Morser (as SRC Co-Chair). Future agenda items were also reviewed.

The meeting adjourned at 11:10 a.m.

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