

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
November 3, 2017
10:30 a.m.

PRESENT: Cerri A. Banks; Mary Lou Bates; Paul Calhoun; Grace Burton; Bill Duffy; Greg Gerbi; Philip A. Glotzbach, Chair; Tim Harper; Lisa Hobbs; James Kennelly, Vice Chair; Kris Leggiero; Martin Mbugua, Eric Morser; Levi Rogers; Joseph Stankovich; Michael D. West and Joshua C. Woodfork.

NOT PRESENT: Sean Campbell; Erica Bastress-Dukehart; Beau Breslin; Max Fleischman '19 (for Kira Geary '18); and Tayler Salvatore '19.

Called to order at 10:30 AM.

President Glotzbach asked the committee to observe a moment of silence in memory of Nicholas Cleves '16 who was killed in the terrorist attack in New York City on October 31. President Glotzbach also introduced the new Vice President for Communication and Marketing, Martin Mbugua, who was attending his first IPPC meeting after beginning his new role at the College on November 1.

1. Approval of Meeting Minutes

IPPC **approved** the minutes from the October 6th meeting.

2. TED Talk: Celeste Headlee, "10 Ways to Have a Better Conversation"

Mary Lou Bates and Paul Calhoun facilitated their *TED Talk* selection: "10 Ways to Have a Better Conversation." They noted that it was interesting that the speaker pointed out how we avoid conversations or people and how such avoidance limits growth and understanding.

Joshua Woodfork asked for volunteers for future IPPC meeting facilitators.

3. Center for Integrated Sciences (CIS) Funding Plan

Kelly Sheppard joined the meeting as a representative for the science department chairs. He reported that the science faculty remains concerned about how the College will execute the next phase of the CIS, noting that the north wing phase alone will not be sufficient to achieve our goal of integrating the science faculty. They are asking College leadership for a better sense of the timeline for completion of the entire project.

Phil reviewed the framework for funding the CIS: Fundraising (which continues, but on a timetable that cannot be 100% predicted), borrowing, and funding set-asides (sequestering) from the capital budget and from over-enrollment. He noted that approximately \$20M is needed in order to begin the second phase. He reiterated that he is unable to give a solid timeline for the second phase at this time, as it not possible to forecast exactly with so many variables in play. He confirmed the commitment on the part of the Chair of the Board, the Board of Trustees, the President's Cabinet, and himself to see this project to completion.

Phil thanked Kelly for his leadership and this report, and offered to keep him apprised as the project and funding progresses.

4. President's Report

Phil announced that Dean of Faculty and Vice President for Academic Affairs position has been offered to Dr. Michael Orr, currently the Kreps Provost and Dean of the Faculty at Lake Forest College, who has enthusiastically accepted. Phil asked that the committee keep this announcement confidential until the time of the Faculty Meeting that afternoon, where he would make a public announcement and when the community will be notified via email. Michael will start next summer. Phil reported that this appointment completes the three President's Cabinet VP searches.

5. October Board of Trustees Meeting Update

Phil reported that the Board voted to proceed to issue bonds to support the CIS in the amount of \$35 M (net). In addition to taking the CIS vote, the Board heard reports from each committee during their recent meeting. The Board also enjoyed a reception and small group dinner with department chairs and program directors, attended a dinner with the Tang National Advisory Council, selected faculty and students, and participated in a luncheon plenary where they heard from three students about their summer academic/internship experiences.

6. Smoking Policy

Cerri Banks called the committee's attention to a draft smoking policy document, which had been distributed in advance of the meeting for review. She reminded the group that in the past, the IPPC subcommittee on Student Affairs did a lot of work on the smoking policy and had recommended that campus go smoke-free by Fall of 2017. She noted that changes in administration slowed the process a bit, and the policy is now planned to begin January 1, 2019.

She indicated that complaints about the current policy were mostly regarding enforcement, as it is difficult for the average community member to judge the appropriate distance from a building, hence making it difficult to identify non-compliance. The new policy should be clearer, as it does not allow any smoking on the campus.

Implementing the new policy will take a full year. The College will be working with Glens Falls Hospital, as they have a grant to work with institutions going smoke free and will be able to offer support for those who want to quit smoking.

Q: How is this policy going to be communicated to guests on campus, vendors, etc.?

A: The policy will clarify that it is the responsibility of the host of the guest/vendor, to communicate policy. There will also be ample signage on campus that indicate this is a smoke-free campus.

Q: Does this apply to undeveloped College property?

A: Yes, all College property. Keep in mind that this is not only a health issue, but also a safety issue (fire hazard).

Phil called for IPPC endorsement of the smoking policy and implementation.
 IPPC **approved** the policy by unanimous vote.

7. Call for Agenda Items

Hearing none, the meeting concluded at 11:20 AM

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