

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
February 3, 2012

PRESENT: President Phil Glotzbach, Chair; Denise Smith, Vice Chair; Susan Kress, Michael Casey, Michael West, Mary Lou Bates, Beau Breslin, Paul Calhoun, Joshua Ness, Michael Ennis-McMillan, Joe Stankovich, Justin Sipher, Peter von Allmen, Jonathan Zeidan, Ethan Flum, Gail Cummings-Danson, Erica Bastress-Dukehart, and Barbara Krause (Secretary).

ABSENT: Rochelle Calhoun, CEC chair (TBD), David Karp, and Anne Petruzzelli.

1. Approval of Minutes

Minutes of the January 27, 2012 meeting were approved with one correction.

2. FY13 Budget Planning

President Glotzbach reported that the Trustee Budget Workshop, held on February 1st, went very well. The Trustees approved the recommendations as endorsed by IPPC at the previous meeting:

1. Increase the budgeted (“above the line”) NFE figure by 50 to 2330.
2. Identify an acceptable range of 0-50 “below the line” NFE. (This is a true range, intended to allow flexibility to Admissions as it strives to enroll a class with the desired attributes. Zero NFE in any year would be an acceptable result – i.e., that result would not affect the College’s operations.)
3. The “first call” on any over enrollment revenue would go to support the College’s science initiative, with the intention each year being to allocate a substantial portion of any such revenue to support science.
4. It is understood that the decision regarding this allocation will be made each year, with the understanding that other more urgent needs could affect the allocation made to support science.
5. This framework will be thought of as a “five-year look” to see how the admissions picture develops and to test the College’s ability to “live” at the new budgeted numbers.

The Trustees have a deep understanding of the various factors that affect the College’s budget and offered strong support for moving 50 NFE “above the line” as well other key parameters (e.g., amounts proposed for compensation, new initiatives, and endowment take-out). Trustees continue to express concern, shared by the Cabinet and IPPC, over tuition costs and affordability. Trustees also are eager to see progress on the science initiative.

President Glotzbach will give an update on FY13 budget planning at today's Faculty Meeting. An open forum will be scheduled to update the faculty on the Optimization discussions and to invite their questions and comments. He expressed appreciation to IPPC for its ongoing good work on budget matters.

3. SGA Report

SGA President Jono Zeidan reported the following:

- Student elections are approaching, and SGA is working to generate a strong voter turnout.
- SGA is working with Dean of Student Affairs Rochelle Calhoun to understand the implications and any concerns relating to AOD Policy revisions implemented this year.
- SGA continues to work on internal communications and will hold a retreat Saturday morning to discuss ways to enhance this work. Chief Technology Office Justin Sipher offered to help SGA as it considers how best to share information and communicate within and beyond SGA.
- Students are eager to be more engaged in the City of Saratoga Springs. A student may be designated to attend City Council meetings on a regular basis.

Although not an SGA issue per se, Mr. Zeidan reported that seniors are working diligently on the Senior Class Gift. 55 gifts are in hand with almost 20 donations at the "Friends of the President" level. Students are eager to make connections and network with Skidmore alumni.

SGA Vice President for Finance and Administration Ethan Flum reported that he is working with Senior Class President Melvis Langyintuo on a Business Incubator Program. They hope to have a small pilot program this semester.

Vice Chair Denise Smith expressed her appreciation for all the good work that SGA is doing.

4. Other Updates

Starbuck Center: Vice President for Finance & Administration Michael West reported that the first set of building test results have come back and reflect no serious concerns. Mold was found in one office, but otherwise all test results were well within acceptable ranges. The College will implement all remediation measures recommended by the consultant. An epidemiologist will begin a review of medical reports next week. Vice President West cautioned that the sample sizes may be too small to draw any definitive conclusions, but the College believes it is important to undertake this review in any case. President Glotzbach expressed his appreciation to the employees who work in

Starbuck for their patience and cooperation, and to Vice President West and all who have been involved in addressing these concerns.

Faculty Salary Gender Equity Study: A faculty member has gathered faculty salary data that suggest some concerns about gender equity. Vice President for Academic Affairs Susan Kress and Vice President for Finance and Administration Mike West are working to understand the data (e.g., the source of the data, whether corrections were made for factors such as years in service, market differentials, etc.). Vice President Kress assured IPPC that gender equity has been taken very seriously over the years but that if inequities have re-emerged, the College will make every effort to address them. If the FY13 budget is approved with the proposed equity pool for compensation, funds would be available for this purpose.

Intellectual Property Policy: Vice President Kress reported that a new working group will be constituted to resume work on the Intellectual Property Policy. She is working with the Faculty Executive Committee to name the membership of that group, and IPPC members offered thoughts for her consideration.

Please notify Barbara Krause of any changes to these minutes.