

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
March 9, 2012

PRESENT: Denise Smith, Vice Chair; Susan Kress, Michael Casey, Michael West, Beau Breslin, Paul Calhoun, Rochelle Calhoun, Joshua Ness, Cori Filson, Riley Neugebauer, David Karp, Joe Stankovich, Justin Sipher, Barbara Black, Anne Petruzzelli, Gail Cummings-Danson, Erica Bastress-Dukehart, Jonathan Zeidan, Ethan Flum, and Barbara Krause (Secretary).

ABSENT: President Phil Glotzbach, Chair; Mary Lou Bates and Peter von Allmen.

1. Approval of Minutes

Minutes of the February 17, 2012 meeting were approved with minor revisions.

2. FY13 Budget Planning

Vice President for Finance and Administration Michael West reported that the Board of Trustees, at its meeting last week, approved all of the major budget parameters as previously discussed at IPPC and as recommended by IPPC and President Glotzbach. The Board will approve the budget itself at the May Board meeting.

Vice President West indicated that the Board had an active discussion regarding the College's comprehensive fee. Areas of concern to Trustees include external and governmental pressures to restrain future comprehensive fee increases, access, affordability, and sustainability of budget modeling going forward. Several Trustees encouraged the College to focus on cost containment. In addition, Trustees had requested during the January budget workshop that the administration model lower projected comprehensive fee increases in the out years, further reflecting the concerns noted above.

Vice President West next distributed the proposed Capital Budget for FY13. He noted with appreciation the work of Mike Hall in preparing these materials. Cabinet members submitted requests totaling \$27.8 million (which, it was noted, already reflected a level of prioritization and screening by Cabinet members). Of that amount, the Budget Office is recommending capital expenditures totaling approximately \$11.7 million. Mr. West will seek approval of the capital budget at the next IPPC meeting.

Vice President West reported that, consistent with the customary practice, a number of "early release items" had been presented to the Board at its recent meeting. Early approval of certain items is sought in order to proceed with bidding, contracting, and planning so that work can begin immediately upon the conclusion of the spring semester. The Board approved early release of approximately \$1.7M to fund projects including

classroom renovations, Library roof and related repairs, Van Lennep Riding Center roof and related repairs, purchase of computers and related equipment, and repairs and renovations to Starbuck Center while that building is vacant.

Vice President West noted that President Glotzbach will report to IPPC on the Board retreat discussions at a future date. Mr. West did report, however that the Board had approved a new chair, Linda Toohey. Trustees, in the appropriate subcommittee meetings, also heard an update from Dean of Student Affairs Rochelle Calhoun regarding athletics facilities planning and reviewed the proposed mission statement and possible new names for Special Programs. Interim Dean of Special Programs Paul Calhoun will seek approval of the mission statement and perhaps a name change at the Trustee meetings in May.

3. Campus Environment Committee Recommendations

Riley Neugebauer, Sustainability Coordinator and Co-chair of the Campus Environment Committee, reviewed a report dated 19 January 2012 outlining possible changes to the Campus Environment Committee. That report is included as Attachment A to these minutes. Ms. Neugebauer expressed her desire to involve the campus community more broadly in issues of sustainability. In particular, she noted the need for improved communication among various offices on campus that deal with various sustainability issues.

IPPC members offered comments and suggestions, including the following:

- Encouragement for CEC to coordinate its work with the new structure developed by the Student Government Association.
- Some concern expressed about the proposed size of CEC (which would more than double the current membership). Members recognize, however, the importance of ensuring a broad representation on the Subcommittee.
- Desire to ensure that CEC will interact appropriately with the proposed new Associate Dean of the Faculty position that will have responsibility for sustainability.

Ms. Neugebauer will share the comments and advice from this meeting with members of the Campus Environment Committee and will bring forward a revised document at a later date.

4. Political Activity Policy

Barbara Krause, Coordinator of the Political Activity Policy Working Group, directed members to the materials distributed previously. She reported that the Working Group has a meeting scheduled with Vice President for Academic Affairs Susan Kress, Interim

Dean of the Faculty Beau Breslin, and FEC Chair Barbara Black to consider the appropriate role for the faculty with respect to this proposed policy. Ms. Krause then invited substantive comments on the proposed draft policy, which included the following:

- In Part Two, clarify which language applies generally to campus members and which language applies specifically to faculty members.
- Various scenarios were reviewed and explanations given as to what activity would be permitted under the draft policy.
- The Working Group's intention is to allow as much political activity and expression as possible without compromising the College's non-profit status under Internal Revenue Service regulations.
- Members discussed circumstances under which fees would be charged for rental of College facilities. Ms. Krause explained that the Working Group felt it was most appropriate to refer to other existing policies for rental fees rather than to specify those fees in the proposed Political Activity Policy.
- Professor Karp noted that with respect to partisan political activity, the Working Group came to the conclusion that such activity could be sponsored by any College-related organization (e.g., a student group, an academic department, other appropriate group of faculty or staff, etc.).

Following a thorough discussion, Ms. Krause confirmed that the only substantive editing comment was the suggestion noted in the first bullet above. The Working Group will consider this and other feedback and report back to IPPC as soon as possible. IPPC members expressed their appreciation for the efforts of the Working Group and indicated that it would defer formal consideration of the policy until the Working Group has had a chance to consider any further input it might receive.

Please notify Barbara Krause of any changes to these minutes.