

INSTITUTIONAL POLICY AND PLANNING COMMITTEE

MEETING MINUTES

November 1, 2013

PRESENT: Natalie Taylor, Vice Chair; Mary Lou Bates; Eric Beriguete '15; Joerg Bibow; Beau Breslin; Paul Calhoun; Rochelle Calhoun; Michael Casey; Bill Duffy; Timothy Harper; Samuel Harris '15; David Karp; Wendy Kercull; Kathy Kinnin; Christine Kopec; Jackie Murray; Joseph Stankovich; Peter von Allmen; Michael West; Joshua C. Woodfork.

ABSENT: President Philip A. Glotzbach; Jeanne Sisson.

GUESTS: Karen Kellogg; Kelly Patton-Ostrander; Barbara Beck.

In President Glotzbach's absence, Vice Chair Natalie Taylor chaired the meeting.

1. Approval of Minutes

Minutes of the October 18, 2013 meeting were approved.

2. Board of Trustees

Vice Chair Natalie Taylor gave a brief overview of the recent Skidmore Board of Trustees Meeting. The Board approved Creating Our Future: The Campaign for Skidmore, which was outlined for IPPC by Kim Verstandig at our 10/18/13 meeting, the Student Life and Admissions Committee discussed the results of the student climate survey on diversity and inclusion, the Academic Affairs Committee reviewed standards for tenure and promotion, approved a motion for a conversation to begin examining Skidmore's endowment holdings in fossil fuel producing industries, discussed this year's Strategic Action Agenda, reviewed the strategic planning process, and discussed the use of e-learning.

Mike West added that the Board approved Phase II of the Science Planning Initiative for design development, a feasibility study of the Surrey Williamson Inn, and a proposed bond refinancing. Beau Breslin clarified that the Academic Affairs discussion was a free flowing session on what the Board should do to continue standards for tenure and promotion, which is independent from the Faculty Workload Working Group's efforts, but in conjunction with it.

Peter von Allmen asked about the status of the quiet phase of the Campaign. Michael Casey clarified that the Campaign will have some visibility before it becomes public. Mike West explained that the Board received an update on the Budget, which will be coming to IPPC shortly.

3. Center for Integrated Sciences

Karen Kellogg recalled that she last spoke to IPPC about science planning in May and provided an update on the Center for Integrated Sciences, including the name. The programming phase is

now completed after consulting many students and faculty in collaborative efforts, which resulted in interdisciplinary and disciplinary spaces being proposed, as well as what is being called the “jewel,” the “idea lab,” and 3D printers and scanners. The Center will be for sciences, but it will also include study spaces and a general computer lab. The Board approved the next phase, which is design and development. Associate Dean Kellogg provided a Prezi presentation, which included a campus map and schematic designs of the new building. She committed to give IPPC an update when new information becomes available and provided an overview of the phases, proposed cost estimates, and timeline of completion, which she described as aggressive and assumes that we are going to start construction in about a year.

Vice Chair Taylor asked for clarification about the square footage costs. Peter von Allmen inquired about the number of offices. It was explained that there would be no deficit and that all 9 of the physical sciences would be together using classroom spaces, and study spaces based on collaborative spaces. Christine Kopec asked about sustainability with the new Center. It was reported that this was occurring in multiple proposed ideas, which will require strategic choices.

4. Publicity Guidelines

Rochelle Calhoun explained that Joshua Nelson, the listed presenter on the agenda, was unable to attend IPPC so that she would bring forth the information. Human Resources, campus counsel, and Student Affairs have discussed language in our publicity guidelines and added to Part B: General Statement. Dean Calhoun explained that when members of the community feel that publicity items have crossed certain boundaries, which is difficult because of various sensibilities and expectations involved, then the response would be productive conversations with those concerned and those who are expecting to be able to publicize events. She brought this forth to IPPC because it is a policy change. She asked if other groups needed to vet these guidelines.

Michael Casey inquired as to what prompted this change and Dean Calhoun explained that concerns in the community. David Karp noted that being at a private institution dictated a different conversation than those held at a public institution, which would likely involve discussions of free speech. He explained that rather than censor, this policy is intended to foster dialogue and create student-learning moments.

After hearing no call for further vetting and approval of these changes, this policy will be updated in the Student Handbook and students will be alerted, which will be done in consultation with SGA. Dean Calhoun explained that Student Affairs has no way of enforcing this policy outside of Case Center. Vice Chair Taylor asked then which buildings were included under the policy’s range. Dean Calhoun clarified that academic buildings like Tisch Learning Center were included but we lack the means of enforcement.

5. Financial Updates

Kelly Patton-Ostrander distributed a summary document of Fiscal Year ’13 Operating Budget Results and Fiscal Year ’14 Operating Budget Update, which is the information recently reported to the Board of Trustees. The documents included actual versus estimate figures, along with projections.

FY '13 notable variances: Compensation favorable to estimate by \$1.3 million
 Auxiliary Margin favorable to a conservative estimate by \$0.3 million
 Transfers to Capital unfavorable to estimate by \$1.7 million to cover purchasing 954 North Broadway property, which was approved by IPPC and the Board of Trustees.

Student over-enrollment of 25 students provided \$0.9 million net revenue.

FY '14 financial aid expected to be in line with budget. It is important to make anticipated enrollment and stay within financial aid guidelines, as pointed out by Mike West, in appreciation of good work done by Mary Lou Bates in her role as Vice President and Dean of Admissions and Financial Aid.

Rochelle Calhoun asked about ways we categorize students regarding studying abroad and enrollment. It was explained that contingency helps us with risk based on not knowing how many students will choose to study abroad or summer melt, which included 65 students this year compared to 43 last year. Dean Beau Breslin pointed out that the large class because of over-enrollment size matters as to the ways we do business as a College. Mike West pointed out that we came in on target in terms of enrollment because we went to the wait list, noting that we had the most applicants in the history of the College.

Auxiliary Margin is favorable with the additional campus apartments. Somewhat higher Services & Supplies-type expenses related primarily to consulting expenses. Attention will be paid to the market value of our endowment.

Chris Kopec inquired about the market rate of our endowment compared with the market. Skidmore stands at just a bit over \$300 million. Our budgetary prediction was \$297 million. We wait until December 31st to see the average.

6. Union Update

Barbara Beck has sent five different communications to the community regarding union negotiations. She explained that we started negotiating with our current Union, SEIU, back in March. She noted who makes up our union members. The contract expired on May 31st. Somewhere near the end of the contract, rival employees had enough members to sign cards that they would like to explore a different union. They acquired enough signatures to present to the National Labor Relations Board. The union contract was extended during this time and has continued month to month until the current contract, which goes until November 30th. The NLRB scheduled an election for August 1st, which included staying with SEIU, moving to UPSEU Local 200, or to stay with the College and have no union representation. During this time bargaining in good faith continued. The election turned out without a majority winner, resulting in the need for a run-off. SEIU filed an unfair labor practice and a hearing was called in which a judge determined that there were no unfair labor practices. The NLRB certified this ruling, but the government was shut down. Negotiations continued during this time and the NLRB has scheduled the run-off election for Wednesday, November 13, 2013 with the two options. A week later the NLRB will certify the vote. Whichever union gets elected the College

will continue negotiations with the elected union. A student group has endorsed the SEIU and held some activity.

Mike West pointed out that the College has tried to allow employees to make their own decision regarding union representation, particularly creating a fair election. Both unions have requested presence on campus, which the College has honored.

Rochelle Calhoun asked about health care, which was noted in the student petition. Two contracts ago the Union opted for a cost share. So cost sharing for health care is not new. Barbara Beck explained that contracts are negotiated back and forth and finally ratified by union employees. The current cost share, and how it is worded in the contract was mandated to the College by the union and this wording has been certified by a judge. Mike West pointed out that the College sent mandated monies to the union for healthcare so they are able to distribute it as they please.

David Karp asked why employees prefer one union over another. Barbara Beck explained that the SEIU has been here for a long time but that they recently had leadership changes and that this might have impacted desired representation. Mike West explained that there might be dissatisfaction with union employees' perceived advocacy for health care and pension coverage.

Christine Kopec asked what role students are playing. SGA President Sam Harris explained that the Skidmore Student Labor Alliance has formed and has officially aligned themselves with SEIU and began a student petition. SGA has written a statement and sent it to President's Cabinet and will publish in the *Skid News*. Barbara Beck explained that some of these students involved interrupted the flow of the talks in presenting their petition and that the petition pushed for 100% healthcare. David Karp noted that the rally held with SLA was done in solidarity with workers. Mike West expressed that this was handled responsibly.

Barbara Beck and Mike West explained that contract negotiations, regardless of which union is elected, could take several additional months.

7. Strategic Planning Process

IPPC's Subcommittee on Strategic Planning members now include: Philip A. Glotzbach, Bill Duffy, Samuel Harris '15, Wendy Kercull, Natalie Taylor, Joseph Stankovich, Peter von Allmen, and Joshua C. Woodfork. The Subcommittee is supported by Andy Camp and Beth DuPont.

The subcommittee has a draft of a memo that calls for participation from campus groups, which will result in white papers.

Jackie Murray asked for clarification on the timing of the memo for the white papers. The subcommittee will finalize and distribute the memo during the first week of November with a request for groups to provide feedback by the first week of December, following our strategic planning timeline.

Paul Calhoun asked if the white papers were invited or encouraged. Vice Chair Taylor explained that these were invitations but there would also be other ways for individuals and groups to participate in the strategic planning process. She explained that in the past other forms of participation like town halls have been utilized to solicit feedback.

Beau Breslin inquired whether IPPC would decide the avenues for participation, but he then asked that the subcommittee decide vehicles for participation. He encouraged inclusivity, but also recognized that a timing crunch might prohibit both focus groups and town hall meetings. Rochelle Calhoun expressed that there were benefits for affinity groups and independent departments to provide feedback, but she pushed for the recognition of the importance of cross-group dialogue, including faculty, staff, and student speaking across roles in person.

The subcommittee is continuing to work with Communications and IT to figure out strategies to receive and distribute the information that is received during this strategic planning process.

Vice Chair Taylor adjourned the meeting at 11:48 am.

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