

INSTITUTIONAL POLICY AND PLANNING COMMITTEE

MEETING MINUTES

November 15, 2013

PRESENT: Philip A. Glotzbach, Chair; Natalie Taylor, Vice Chair; 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; Jeanne Sisson; Michael West; Joshua C. Woodfork.

ABSENT: Mary Lou Bates; Joseph Stankovich; Peter von Allmen.

GUESTS: Hannah DeGraaf '15; Leo Porter.

1. Approval of Minutes

Minutes of the November 1, 2013 meeting were approved with minor revisions.

2. Smoke-Free Campus Policy

Dean of Students and Vice President for Student Affairs Rochelle Calhoun brought forward a recommendation from the IPPC Subcommittee on Student Affairs for Skidmore to become a smoke-free campus by Fall, 2017. The recommendation (attached to these minutes) proposes the following steps to implement this recommendation:

1. Designate an area on the interior of the College's campus to be smoke-free beginning Fall, 2014.
2. Designate 25' from all buildings to be smoke-free beginning Fall, 2014.
3. Greenburg Child Care Center, the Early Child Care Center, and the Sports Center are smoke-free environments.
4. Develop and implement a comprehensive, aggressive smoking cessation program by Spring, 2014.
5. Create a comprehensive smoking policy to be distributed to the Skidmore community by Spring, 2014.
6. Communicate to the community the following expectations about the enforcement of the new policy: All members of the Skidmore community share in the responsibility to enforce the new smoking policy. Individuals found in violation should be reminded in a courteous manner of the college policy. However, existing protocols will be used to address repeat smoking policy violations.

IPPC discussed this recommendation, and upon a motion brought forwarded and seconded, IPPC endorsed the key elements and acknowledged that it was adequately vetted by both the IPPC Subcommittee on Student Affairs and the Committee on Safety in the Workplace. In addition, IPPC charged the Subcommittee to produce a more detailed plan outlining steps toward full

implementation and a clear communication plan, including information in Admissions materials and campus signage.

Following this discussion, the IPPC meeting was concluded and the Subcommittee on Strategic Planning met for its first meeting.

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

The IPPC subcommittee on Student Affairs recommends that the College take the following steps to become a Smoke-Free Campus by Fall, 2017:

7. Designate an area on the interior of the College's campus to be smoke-free beginning Fall, 2014.
8. Designate 25' from all buildings to be smoke-free beginning Fall, 2014.
9. Greenburg Child Care Center, the Early Child Care Center and the Sports Center are smoke-free environments.
10. Develop and implement a comprehensive, aggressive smoking cessation program by Spring, 2014.
11. Create a comprehensive smoking policy to be distributed to the Skidmore community by Spring, 2014.
12. Communicate to the community the following expectations about the enforcement of the new policy: All members of the Skidmore community share in the responsibility to enforce the new smoking policy. Individuals found in violation should be reminded in a courteous manner of the college policy. However, existing protocols will be used to address repeat smoking policy violations.

The IPPC subcommittee on Student Affairs investigated the Skidmore College Smoking Policy during the 2012-2013 academic year. The following items informed our recommendation:

1. Survey results from MB355/001, 2011 - 2012 with 615 student participants.
2. Three community meetings including faculty, staff and students, 2012.
3. A college-wide survey of students, faculty and staff with approximately 1000 participants.
4. Collaboration with the Safety in the Workplace Committee.

Key Results:

- Community meetings quickly identified this issue to be potentially divisive. Non-smoking students/faculty were keen to reduce their exposure to smoke. Smoking students varied from respectful of non-smokers to defiant against any changes to the smoking policy. Somewhat stunningly, some students referred to the "pro-smoking" culture on campus as a reason for their starting, and continuing, smoking.
- As shown in Figure 1, Question 9, only a minority of students, staff, and faculty are comfortable with the current level of smoking on campus. This informed the committee's recommendation to change the smoking policy on campus.
- As shown in Figure 2, faculty and staff have different opinions than students. The top preferred choice for students is "No change to the smoking policy" whereas faculty and staff both prefer a "Smoke Free" campus above other choices. These polarized opinions informed the committee's recommendation for a staged approach to becoming a smoke-free campus.
- 2011 survey demonstrated that the following issues were of concern: fire safety, campus cleanliness and second-hand smoke.

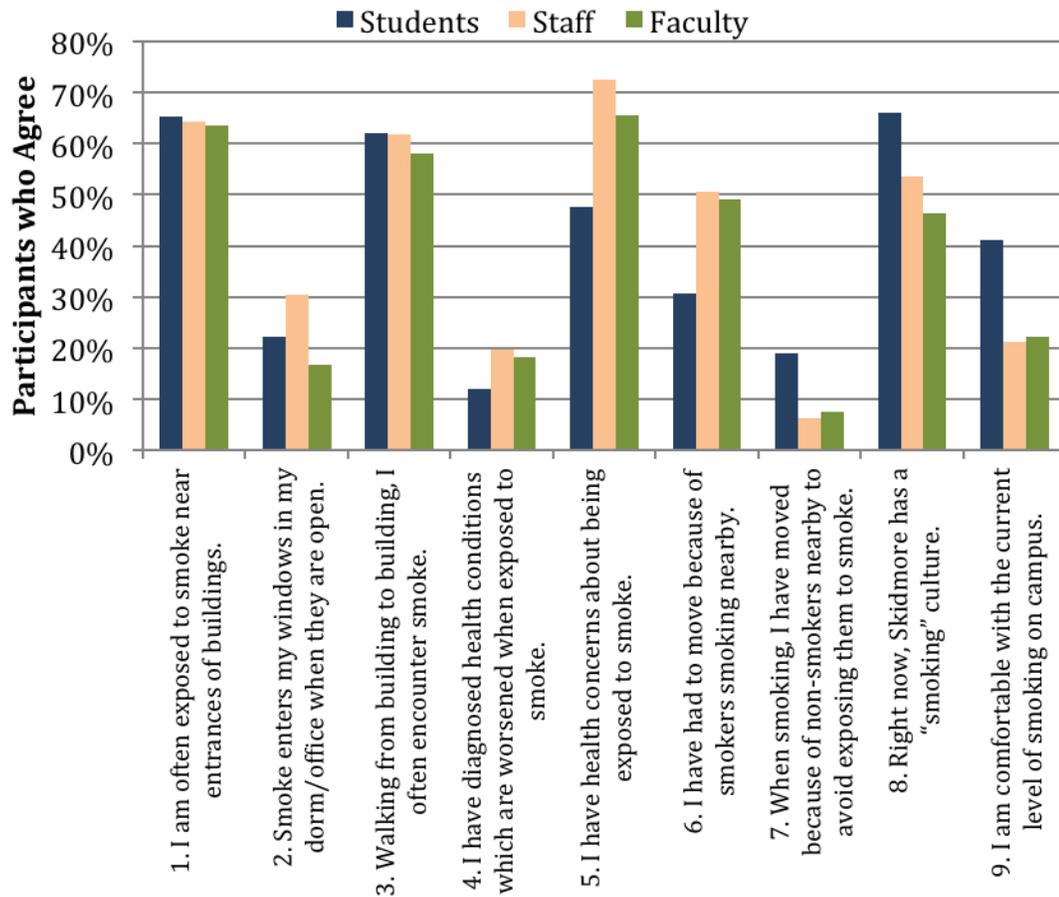


Figure 1: Survey Results on agreement with the following statements regarding smoking at Skidmore College.

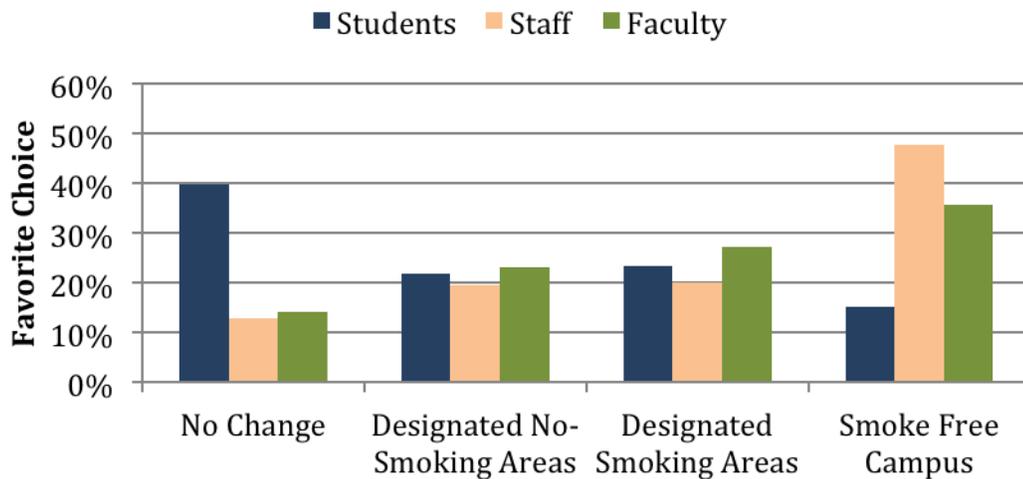


Figure 2: Survey Results on which of policy reflects the top choice by group (students, staff, and faculty)