

# INSTITUTIONAL POLICY AND PLANNING COMMITTEE

## MEETING MINUTES

**December 20, 2013**

**PRESENT:** Natalie Taylor, Vice Chair; Mary Lou Bates; Joerg Bibow; Beau Breslin; Paul Calhoun; Rochelle Calhoun; Michael Casey; Bill Duffy; Timothy Harper; Samuel Harris '15; David Karp; Jeanne Sisson; Joseph Stankovich; Peter von Allmen; Michael West; Joshua C. Woodfork.

**ABSENT:** Philip A. Glotzbach, Chair; Eric Beriguete '15; Christine Kopec; Wendy Kercull; Kathy Kinnin; Jackie Murray.

**GUESTS:** Kelley Patton-Ostrander.

### **1. Approval of Minutes**

Minutes of the December 6, 2013 meeting were approved.

### **2. Middle States Accreditation Update**

Beau Breslin updated the Committee on the Middle State Accreditation Process. The steering committee met earlier in the morning for its first meeting and discussed the standards and the type of model. Due to the long holiday break and the Middle States deadlines, DOF/VPAA Breslin will email President's Cabinet and then the IPPC to inform them of the decision the steering committee made in regard to choosing the selected topic or comprehensive report and to ask for their endorsement of this decision. The deadline for submitting the topic is January 8, 2014. The Middle States liaison, Christy Faison, will visit campus on April 22, 2014.

Members of the steering committee include:

**Beau Breslin and Sarah Goodwin**, Co-chairs

**Rochelle Calhoun**, Dean of Student Affairs

**Lisa Christenson**, Assessment Facilitator

**Mark Huibregtse**, Faculty, Department of Math and Computer Science

**Linda Jackson-Chalmers**, Trustee and Alumna

**Kelley Patton-Ostrander**, Director of Financial Planning & Budgeting (Financial Affairs)

**Pam Perez-McCall**, Non-exempt Staff

**Javier Perez-Moreno**, Faculty, Department of Physics

**Beth Post-Lundquist**, Director of Financial Aid (Admissions)

**Michael Sposili**, Director of Alumni Affairs & College Events (Advancement)

**Joe Stankovich**, Director, Institutional Research

**Auden Thomas**, Director of Summer Academic Programs and Residencies (Special Programs)

**Joshua Woodfork**, Executive Director, President's Office

**Miles Calzini, Madeleine Kanazawa**, students

**Ann Henderson**, Consultant

### **3. Annual Budget Discussion**

Kelley Patton-Ostrander was present to discuss the preliminary financial and related data in preparation for the 2014-15 budget. Mike West stated that this information is confidential at this time, and he will inform the IPPC when it is to become public. Mr. West outlined the budget process and reviewed budget information, but noted that there were no items needing approval today. Documents provided to the IPPC included the impact of key parameter changes, operating budget update for the current year, key budget assumptions, the 75 most expensive colleges and universities in America, peer comparison group comprehensive fees, different scenarios, and options, peer comparison group tuition, fees, room and board, faculty salaries and compensation, endowment, and endowment per student.

#### **4. Other Business**

On behalf of Sam Harris, co-chair of the Subcommittee on Student Affairs, Rochelle Calhoun updated the IPPC on both a working document on hazing and the smoking policy. Under Sam Harris's leadership, early next semester the Subcommittee will bring a draft to the IPPC of a more comprehensive hazing policy than the one currently in existence. IPPC can then inform the Subcommittee on what vetting the draft policy will need in order to better serve the campus community.

Regarding the smoking policy, the Subcommittee will begin to launch the new smoking policy with the timeline for rolling out each phase of this policy.

Mike West updated the Committee on the union issue and vote. The College was notified that the current union, SEIU, is appealing the recent vote. Mr. West noted that the College cannot negotiate with the new union, UPSEU, until this process is completed.

Regarding the solar project, Mr. West noted that, following the Greenfield Town Board approval, the College will now work to get site plan approval.

Mr. West also updated the IPPC on the City of Saratoga Springs' interest to enter into an agreement with the College for improved facilities at the City's ice hockey rink and ice time. The terms of the agreement provide for fifteen years of use at a cost of \$33,333 per year (front loaded at \$500,000), and the College paying for the cost of construction and operating costs of a new proposed locker room and training room estimated at \$500,000. This agreement will provide the College with a temporary solution until such time as it can build its own rink on campus.

Following these updates, the IPPC meeting was concluded and the Subcommittee on Strategic Planning met for its third meeting.

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