

INSTITUTIONAL POLICY AND PLANNING COMMITTEE

MEETING MINUTES

September 25, 2015

10:30 a.m.

PRESENT: President Philip A. Glotzbach, Chair; Joerg Bibow; Beau Breslin; Paul Calhoun; Michael Casey; Gail Cummings-Danson; Bill Duffy; Julia Elstein '17; James Kennelly; Kathy Kinnin; Kris Leggiero; Levi Rogers; Joseph Stankovich; Charles Tetelman '16; Debra Townsend; Michael West; and Joshua C. Woodfork.

ABSENT: Mary Lou W. Bates; April Bernard; Tim Harper, Vice Chair; Michelle Hubbs; and Denise Smith.

1. Call to Order

President Glotzbach announced that with the addition of two new Cabinet members, IPPC needs to formally approve them among the Committee's membership. Upon a motion made and seconded, the Committee **approved** the addition of the Vice President for Strategic Initiatives and Inclusion (Joshua C. Woodfork), and the Vice President of Communications (Debra Townsend, as Interim VP of Communications). The Operating Code will be updated soon to reflect these changes.

The President also noted that in Joshua's new role, CIGU has voted to include him in its membership. CIGU elected him and Ela Lepkowska-White as co-chairs of the Subcommittee for this year. Professor Lepkowska-White has a teaching conflict this semester, so Joshua will represent CIGU on IPPC this fall and Ela will represent CIGU on IPPC for the spring semester.

The President further explained that Eric Morser, the new Faculty Director for Civic Engagement, also has a teaching conflict so the co-chair of the SRC (Subcommittee on Responsible Citizenship) Michelle Hubbs, Director of Community Service Programs, will present the Subcommittee this semester.

And, finally, FEC Chair Denise Smith and all FEC members have teaching conflicts this semester, so Professor Smith will attend IPPC meetings late and will meet with Joshua to provide input and find out information in advance of committee meetings. She will be fully present next semester.

2. Approval of Minutes from May 1, 2015 and September 11, 2015

IPPCC **approved** the meeting Minutes from May 1, 2015 and September 11, 2015.

3. IPPC Annual Report

The Committee **approved** the Annual Report 2014-15 prepared by Joerg Bibow and Natalie Taylor, pending two suggested revisions to the Report. Joerg will revise the document and it will then be posted on the IPPC website and emailed to the community.

4. Pilot Staff Advisory Group

Joshua Woodfork introduced guests Barbara Beck (HR), and Lisa Christenson (IR) and Rebecca Shepard (Schick Gallery) the latter two who were representing the Staff Advisory Group. The Committee was provided with a copy of the Pilot Staff Advisory Group Vision Statement, Purpose, and Goals. Both Lisa and Rebecca expressed their appreciation to the Administration for its support in this initiative and spoke of the goals the group hopes to accomplish in sharing communication, brainstorming solutions together, and building community, while acknowledging that the Group is not a new governance committee nor will it serve to handle labor conditions or grievances. The group's first meeting is being held on Wednesday, September 30, from 3-4 pm in the ICC.

5. Benefits Update

Vice President for Finance and Administration Michael D. West reviewed his report of the last meeting on Employees 403b Pension Plans reminding them of the upcoming changes at the end of the month that the funds offered by TIAA-CREF and Vanguard will be consolidated down to a core lineup of funds; and TIAA-CREF and Vanguard will add a new self-directed brokerage option allowing you access to a wide-range of mutual funds from some of the best known fund companies with a modest fee. He further noted that certain funds that will no longer be offered, the values of the account in those funds will be transferred automatically – that is, “mapped” – to a similar investment option, if available, or to the age-appropriate Target Date Fund offered under the Plan.

He reported that today there are over 100 core investment options offered under the Skidmore College Retirement Plan. Offering so many options makes it very difficult for participants to understand all of the investment objectives and risks associated with each fund and to make well-informed investment elections.

Current retirement plan industry research and best practices indicate that participants have a better understanding of the investment options offered by a retirement plan – and so make better investment decisions – when choosing among a relatively limited number of core investment options. Many colleges and universities have already reduced the number of funds available under their retirement plans in the last few years.

Michael West reported that during this transition, we have learned that three of the funds currently available from Vanguard under the Plan, would not be available under the Vanguard SDBA. These three funds are the Vanguard PrimeCap, Vanguard PrimeCap Core and Vanguard Capital Opportunities Fund. To ensure that participants will not be adversely impacted by this change, it has been determined that these three funds will remain open as

investment options. Thus, assets in these three funds will not be mapped to a different fund on September 30th. All plan participants will continue to have access to these investment options and they will be monitored by the Plan's Investment Manager on an ongoing basis. Mike then asked if there were questions and comments.

Michael West then reviewed his report of the last meeting on upcoming health plan changes and updated the Committee on the recent meeting of the IPPC Budget & Finance Subcommittee at which they reviewed the College selection of MVP as the new plan administrator for both the College PPO Plan and new EMO Plan effective January 1, 2016. He reviewed the process of selection including the five vendors considered. He noted MVP has a large network of regional and national primary care providers, specialists and hospitals expanded through their partnership with Cigna. MVP offered the College the best administration of our plans, the least disruption (best network match with 99% plus hospital and 95% physician coverage) to employees and the most competitive price.

He further reported that early next week an e-mail would be sent to the community and additional communications about plan specifics and comparisons and that there will be opportunities to have questions answered over the coming weeks, including: a) multiple open information sessions in October and early November; b) a dedicated Benefits Fair with all of the benefit administrators in attendance on Monday, November 9 on the 2nd floor of the Murray-Aikins Dining Hall; c) e-mail and home mailings including a summary of benefits, costs and other important plan information; and d) one-on-one discussions, as requested, with members of the Human Resources team.

Director of Human Resources Barbara Beck emphasized that the MVP proposal had the least disruption of the vendors considered, and the best programs for health and wellness of the vendors considered.

Michael West then asked if there were questions and comments. He also offered to speak with any member of the Committee after the meeting or later as their schedules permitted.

6. General Education Overview

President Glotzbach noted that a lot of planning will take place on campus this year with the Gen Ed review, the Middle States Reaccreditation, the *Strategic Plan*, and the Campaign.

On behalf of CEPP and representing Chair April Bernard, Professor Kelly Sheppard provided a handout and in depth overview of the new General Education curriculum. He outlined the curriculum model including the Common Integrated Experiences (Wicked Problems, The Bridge Experience, Senior Think Tank), Foundational Courses (Quantitative Reasoning and Writing), Modes of Inquiry (Applied Quantitative Reasoning, Artistic Inquiry, Close Reading and Writing, Cultural Inquiry through Language, and Scientific Inquiry), In-Major Courses (Information/Technology Literacy, Oral Communication, Visual Literacy, Writing in the Major), and the credit requirements (24—not including Senior Think Tank which may be in the major—for students placing out of the foundational requirements). The proposed curriculum model should provide more flexibility for both faculty and students. CEPP will be sending information out to the community early next week and will look forward to receiving feedback

from the campus community on this new curriculum model. It is expected to be voted on by the faculty during the spring semester, and if approved, to begin a three-year roll out of the curriculum to get the courses up and running and to provide faculty training.

7. Middle States Reaccreditation

The Co-Chairs of the reaccreditation process, Sarah Goodwin and Beau Breslin, provided an update on the Middle States Reaccreditation and spoke on the concept of integrative learning across boundaries. The first draft of the Middle States report has been sent to the campus community and feedback is already being received. Two open forums are planned for October 5 and 26, in advance of the Middle States Chair's visit (Janet Riggs, President of Gettysburg College, is our Middle States chair) on November 2 and 3. The work of the Middle States Reaccreditation process needs to be coordinated with the Gen Ed and Strategic Plan initiatives. Sarah Goodwin will work with President Glotzbach to identify areas in both the Middle States goals and Strategic Planning action steps to clarify and streamline the messages.

Sarah Goodwin explained that integrative learning was selected as the focus because it was found that students are learning in disparate places but that they are not putting together what they are learning in integrative ways. Students are, however, building a body of knowledge. Integrative learning is learning across traditional boundaries—across the boundaries in different disciplines, in student affairs, in curriculum and co-curriculum life, with identity groups on campus, and in the life they are leading in college and the life they are projecting for themselves after college. The Skidmore education aims to intentionally plan so that our students connect all the learning in their lives for their future endeavors.

IPPC will have an opportunity to meet with Chair Riggs during her Chair's visit in November.

8. Strategic Plan v. 9.7

President Glotzbach and Joshua Woodfork outlined the State of the College Address/Institutional Planning Event and opened the conversation on the draft *Strategic Plan*. They then asked for feedback. Members of IPPC provided their thoughts on different sections of the Plan, and President Glotzbach made note of each suggestion. The Committee will look forward to reviewing the Strategic Action Agenda items in order to provide more clarity to the current draft document.

9. State of the College/Institutional Planning Event

Joshua Woodfork outlined the timeline for this afternoon's State of the College Address /Institutional Planning Event. He asked for everyone's help in encouraging attendees to provide feedback on the draft *Plan*.

The meeting adjourned at 12:00 p.m.

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