

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
December 9, 2016
10:30 a.m.

PRESENT: Cerri A. Banks; Erica Bastress-Dukehart; Mary Lou Bates; Paul Calhoun; Michael Casey; Bill Duffy; Julia Elstein; Cynthia Evans; Philip A. Glotzbach, Chair; Tim Harper, Vice Chair; Lisa Hobbs; Mark Hofmann; James Kennelly; Kris Leggiero; Eric Morser; Dorothy Parsons; Levi Rogers; Denise Smith; Joseph Stankovich; Mike West; and Joshua C. Woodfork.

ABSENT: Beau Breslin; and Debra Townsend.

Called to order at 10:35 AM.

1. Approval of Meeting Minutes, November 18, 2016

Joe Stankovich, Director of Institutional Research, suggested two changes as follows:

Section 3, fifth paragraph, should read, "...as some of the data..." and "...available in the past and..." Also, in the bulleted list, third bullet, remove "on."

IPPC **approved** the minutes with noted changes from the November 18, 2016 meeting.

2. President's Report

Philip A. Glotzbach, Chair, commented on the continued focus on improving our campus climate, and cited the two workshops held the week prior with Sarah Willie-LeBreton (Swarthmore) and Susan Pliner (Hobart and William Smith). He indicated that both the morning and afternoon sessions were very well attended and the facilitators were excellent. He thanked Beau Breslin, Dean of the Faculty & Vice President for Academic Affairs, Joshua C. Woodfork, Vice President for Strategic Planning and Institutional Diversity, and Cerri Banks, Dean of Students and Vice President for Student Affairs, for their efforts in planning the event. There will be follow-up needed and more details to come on initiatives to continue the efforts around diversity and inclusion. Phil noted that some initiatives were already in progress, such as the designation of resources for Africana/African American Studies and continued planning for a Social Justice space.

Erica Bastress-Dukehart, Chair, Committee on Educational Policies and Planning (CEPP) reported that CEPP had a conversation regarding designating the campus as a sanctuary school, as some schools have done, and indicated that if this issue comes to the IPPC, CEPP is receptive to the idea. Phil noted that the issue of sanctuary schools is complicated, as there are many variables in definition and practice across the country and across institutions.

Joshua Woodfork reported that Phil signed two recent petitions on behalf of the College: one to support deferred action for childhood arrivals (DACA), and the other a stand against, "harassment, hate, and acts of violence." Joshua offered to send a link to both petitions to the IPPC.

He further affirmed the College's commitment to work on diversity & inclusion efforts, and he reported that the Committee on Intercultural and Global Understanding (CIGU) is hoping to engage two consultants regarding our planning for a Social Justice space: a local architect and Lori Patton Davis (Indiana University-Purdue University Indianapolis). CIGU is currently reading a chapter from her edited book *Culture Centers in Higher Education* (2010).

Phil reported that just prior to the IPPC meeting, he participated in a conference call with the National Association of Independent Colleges and Universities (NAICU). NAICU remains hopeful that it will be able to work with the new administration on higher education items.

Dorothy Parsons, Student Government Association (SGA) President, reported that the SGA is currently looking at how students respond to issues of diversity and racial incidents in the classroom, and discussing how to best support students.

3. Skidmore Declining Balance Card (SkidCard)

Michael D. West, Vice President for Finance and Administration, reported that in an effort to address a request by the People of Color Union (POCU) and the SGA, the college will be reducing the minimum deposit required when adding funds to a SkidCard using a credit card. Beginning next semester, the minimum deposit by credit card will go from \$25.00 to \$15.00. Mike reminded the IPPC that there is currently no minimum for making a deposit to the card by cash or check. He also noted that Luca Mobilia, SGA Executive Vice President, expressed his appreciation of this effort and was satisfied with the outcome.

4. Initial Review of Preliminary Key Budget Parameters for FY'18

Mike West introduced Kelley Patton-Ostrander, Director of Financial Planning and Budgeting, who joined the meeting.

Mike provided the following report to the IPPC:

Current planning for the Capital Budget FY '18 is to present preliminary recommendations to IPPC at our scheduled meeting on February 3rd, with a follow-up on February 17th. The Capital Budget is to be submitted to the Trustees for approval on February 23rd.

Current planning for the Operating Budget FY '18 is also to present our preliminary Key Budget Assumptions at our meeting on February 3rd, with a follow-up on February 17th. These Key Budget assumptions, particularly Tuition and Financial Aid, will be submitted for approval on February 23rd to the Trustees. This preliminary Board approval greatly helps our planning for the Operating Budget approval sought in May.

President's Cabinet has begun its work on the Key Budget Assumptions for FY '18 with our focus on tuition and fee increases and financial aid. Next week, we are scheduled to begin work on incorporating the Center for Integrated Sciences (CIS) Planning document into our revised assumptions.

This is complicated and challenging work as we strive to balance the many needs, aspirations, and wants within limited funds, which is similar to our peer institutions and other non-profit

organizations. We will keep IPPC and IPPC Budget and Finance updated as our work progresses and seek your good counsel and advice.

Last May and this past October, we reviewed with the Board of Trustees our initial thinking on the Key Budget Assumptions. IPPC began an initial review with the idea that none of these figures are decided at this point, they are beginning points for discussion.

Calling attention to the budget packet distributed to the IPPC, Mike reviewed each document and pointed out key factors. He noted that the purpose of the overview to the IPPC today, was to provide a framework for the meetings that would follow in early second semester. He asked anyone with further questions to please contact him.

5. Call for Agenda Items

Joshua asked the committee to look at the list of future agenda items included on the meeting agenda. He noted there were some shifts in timing and pointed out the following open meeting: *Campus Sustainability Plan 2015-16 Annual Report* meeting, which will be held January 31, 2017 at 4 pm in Tisch Learning Center 204. He also announced that during the second semester updates on the Task Force on Divestment recommendations would be provided at IPPC, as was agreed to in the response from the Board of Trustees.

Cerri Banks, Dean of Students and Vice President for Student Affairs, advised that there will be a housing update after the Winter break. Mike West offered that there will be an update on the Athletics Master Plan and the associated work of consultant Cannon Design after the Winter break.

6. Other

As no other business was brought forth, the meeting adjourned at 11:30 a.m.

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