

Institutional Policy and Planning Committee (IPPC) Annual Report, 2015-2016

The Institutional Policy and Planning Committee (IPPC) advises the President on strategic planning and takes a comprehensive view of significant matters facing the College. In doing so, it serves as the central deliberative body for all-college governance. More specifically, IPPC advises the President and President's Cabinet on all policy areas, with primary responsibility for those areas beyond the purview of faculty governance (such as budget and financial planning, benefits, environmental issues, admissions and financial aid, student affairs, and advancement). During the 2015-2016 academic year IPPC met 14 times. IPPC's subcommittees met regularly to consider specific matters and then moved these items to the full committee. Full minutes for IPPC meetings are available on the IPPC website: <http://www.skidmore.edu/ippc/minutes/15-16/index.php>. Please refer to these meeting minutes for greater detail of the matters summarized below.

Major Items

1. Budget and Finance

Note, On April 29, 2016, Vice President for Finance and Administration Michael D. West reported highly positive news regarding the FY2016 operating results. The operating surplus and auxiliary revenues exceeded expectations; thereby, offsetting lower predicted Skidmore Fund gifts and grant-related revenue.

A. FY2017 Operating Budget - IPPC engaged in several discussions of the FY 2017 operating budget which included: a 3.5% Comprehensive Fee increase; a 2.5% General Salary Adjustment; \$300,000 for the Compensation and Market Equity Pool; \$900,000 for ongoing "New Initiatives" funded from the operating budget; \$8,472,000 transfer from the operating budget to the capital budget.

B. FY 2017 Capital Budget - IPPC endorsed the FY 2017 capital budget of \$15.5 million.

2. Strategic Planning

IPPC arrived to campus in Fall 2015 to a revised draft of the 2015-2015 *Strategic Plan, Creating Pathways to Excellence: The Plan for Skidmore College, 2015-2025*. During the 2015-2016 academic year, the *Strategic Plan* evolved from version 9.7 to its final version (15.2) through a highly comprehensive, engaging, involved, and reciprocal process that involved many different formats and venues including open fora; open IPPC Meetings; and extensive feedback sessions with faculty, staff, students, formal and informal groups within the community, and governance committees. The Board of Trustees and its designated committees played a significant role in crafting the Plan as well. During its December 4, 2015, meeting IPPC endorsed the *Strategic Plan* and moved that the *Plan* be shared with the Board of Trustees and its relevant committees. On February 5, 2016,

IPPC unanimously endorsed the final version of the *Strategic Plan* in preparation for a vote on the floor of the Faculty meeting later that same day.

From the Faculty Meeting Minutes (02/05/2016):

“On behalf of the Institutional Policy and Planning Committee, Associate Professor Tim Harper read the following Motion that was introduced at the last Faculty Meeting (see attached):

MOTION: The Institutional Policy and Planning Committee (IPPC) presents to the faculty “Creating Pathways to Excellence: The Plan for Skidmore College, 2015-2025” and requests the faculty’s endorsement of the 2015-2025 *Strategic Plan*. <http://www.skidmore.edu/planning/next-strategic-plan.php>.”

Brief discussion was held concerning language relating to “migration” of the campus and typographical errors in the *Strategic Plan*, endowment growth, and aspirations/priorities. Unanimous consent was given to consider the *Strategic Plan* for endorsement, with the caveat that the plan will be copy-edited as necessary. A motion was made and seconded to endorse the 2015-2025 *Strategic Plan*. The motion was voted on and passed by majority vote.”

3. Admissions and Financial Aid

Thanks to the excellent work of Admissions leadership and staff, Skidmore’s admissions and financial aid results are highly favorable on almost every key metric for the incoming class of 2020. Skidmore College will be providing various types of accommodations and incentives to alleviate housing pressures in 2016-2017, as reported to IPPC by Vice Presidents Michael West and Mary Lou Bates.

4. Assessment and Middle States Self-Study, Review and Reaccreditation

The Middle States Steering Committee worked on a Self-Study document and maintained clear communication with IPPC throughout the reaccreditation process. IPPC committee members were invited to take part in various segments of the review, as well as to comment on the review team’s itinerary. After a Chair’s Visit in the fall semester and a full team visit in March, on April 29, 2016, VPAA Beau Breslin informed IPCC that Skidmore’s work on Middle States Reaccreditation was mostly complete. He briefed IPPC on the specifics of President Glotzbach’s letter to the Middle States Reaccreditation Team Chair regarding the team’s report in advance of the Team Chair’s attendance at the Middle States Commission on Higher Education in June 2016.

5. Center for Integrated Sciences (CIS) Funding Proposal

President Glotzbach, VPAA Breslin, and Professor Kim Frederick distributed and presented an alternative funding (CIS Scenario 6a) proposal for the Center for Integrated Sciences (CIS). A robust discussion followed their presentation. Faculty representatives,

mindful of their responsibility toward other members of the faculty, asked that the Administration consider presenting the proposal in a format and venue where significant members of the community could be informed of the proposal's details and implications. This led to an open forum at which the funding plan was presented and discussed in detail. At its May meeting, Skidmore's Board of Trustees gave preliminary support to the funding plan and instructed the Administration to move forward, with Payette, from design/concept drawings to construction drawings. As was announced to the IPPC and to the campus community at large, work began in May on the geo-thermal well field required to provide heating and cooling to the CIS.

6. The Committee on Intercultural and Global Understanding (CIGU)

On April 2, 2016, CIGU Co-Chairs presented recommendations and supporting documentation on behalf of CIGU (see IPPC minutes and CIGU Report – March 29, 2016). The purpose of the discussion, in part, was to visit CIGU's work in response to IPPC's request for CIGU to prioritize its recommendations from its Spring 2014 report. At that time, CIGU prioritized the recommendation of a creating a Chief Diversity Officer (CDO), which has now been done. It is difficult to note substantial progress in terms of the outcomes of the discussion. Current limitations include: CIGU's position as a subcommittee of IPPC, a lack of clear direction in terms of responsibility and accountability for many of the recommendations/initiatives proposed by CIGU, and inertia within the college with respect to some of the recommendations. The outcome of the discussion was strikingly similar to the result of last year's discussion, CIGU was asked to develop a roadmap that could be used by various areas of the College to work toward the goals listed in CIGU's report. At the same time, the Administration committed to moving forward to address CIGU's recommendations, priority initiatives in the *Strategic Plan* that reflected input from CIGU, and complementary recommendations in the Middle States "Self-Study" document. CIGU also reported on its work meeting with students involved in the People of Color Union (POCU), which led a week of student activism and to the creation of a list of items that its members asked the College to address.

7. Title IX Coordinator

Several campus leaders from Academic and Student Affairs visited an IPPC meeting to discuss the administrative structure of the Title IX Coordinator position. The primary issue resolved around the efficacy of the position as it is currently structured (combined with the Dean of Students and Vice President for Student Affairs position). An alternative structure is that the position be stand-alone with reporting relationships to be determined. IPPC unanimously agreed to separate the two positions and recommended further discussions take place among appropriate persons to decide on a final structure, including reporting lines. By the end of the academic year, President Glotzbach determined that we would move forward to hire a stand-alone Title IX coordinator who would report directly to him.

8. Sexual and Gender-Based Misconduct

Interim Dean of Students and Vice President for Student Affairs Gail Cummings-Danson reminded the Committee of the campus' sexual and gender-based misconduct policy and procedures as a response to related events and circumstances. Gail noted a call among some individuals on campus for the creation of a "Center" focused around victims and survivors, a proposal that did not generate support either within the Committee or the Administration. IPPC members proposed and discussed ways in which their respective constituents can be helpful in eliminating sexual and gender-based misconduct from campus.

9. Task Force on Divestment

President Glotzbach informed IPPC of the Board of Trustees' (BOT) response to the report from the Task Force on Divestment. In brief, the BOT approved and accepted three of the task force's seven recommendations (though only in part). Professor James Kennelly, Chair of the Task Force on Divestment, and Campus Sustainability Coordinator Levi Rogers, members of IPPC and the Task Force on Divestment, expressed deep disappointment with the Board's response. Jim and Levi strongly encouraged IPPC to keep this issue at the forefront of committee business.

10. Benefits Update

IPPC discussed changes to Skidmore's Health Plan/Coverage and Retirement plans/offerings during its first meeting in September. While the changes to the retirement plan were for the most part well received, the changes or perhaps, more accurately the timing, format, and substance of the announcement of the changes to the Health Plan/Coverage resulted in a high level of concern among various constituents of IPPC members. Thus, many IPPC members sought clarification regarding their responsibilities on the committee, level of accountability to various persons, and the degree to which IPPC members directly represent the bodies from which they were elected or appointed to IPPC. These conversations were held in subsequent meetings. Fortunately, the changes in Health Plan/Coverage proved achievable; however, in some instances case-by-case solutions were required to address the needs of individual employees.

11. Space Planning Work Group (SPWG) Recommendations

On April 15, 2016, Dan Rodecker, SPWG Co-Chair, presented three recommendations (per SPWG memo dated April 13, 2016) on behalf of the SPWG related to: 1) maintaining Admissions in its current Waring House location for the medium term; 2) a potential move of Communications and Marketing to the Eissner Admissions Building; and 3) renovation of the Case Center space currently utilized by Communications and Marketing (the former Case Center Game Room and Case Center Faculty/Staff Dining Area) for student usage, specific designation to be determined. Dan noted the associated complexities and costs as well. IPPC approved all three recommendations with the understanding that the Case Center space should not be designated for use by anyone at

this time given other uncertainties related to space across the campus and the need for “swing space.”

12. Discussion of IPPC Roles and Responsibilities

As stated elsewhere in the report, at different points during the academic year, various IPPC members sought clarification regarding their responsibilities on the committee, level of accountability to various constituencies, and the degree to which IPPC members directly represent the bodies from which they were elected or appointed to IPPC. Conversations regarding these points were held in subsequent meetings.

13. Policy Discussions:

A. Pilot Staff Advisory Group

The vision, mission, and goals of the Staff Advisory Group were presented to IPPC. The group’s first meeting occurred in September, 2015, and the Group continued to meet throughout the year.

B. Standardized Testing

The Enrollment Management Group (EMG) proposed moving to a test-optional admissions policy beginning in 2017 with the class of 2021 (the proposal had been discussed in previous academic years through the now defunct Subcommittee on Admissions and Financial Aid). IPPC endorsed the policy on April 1, 2016.

C. Hoverboard Policy

IPPC endorsed a policy to ban hoverboards and similar scooters, accepting a recommendation presented by the IPPC Subcommittee on Student Affairs on February 5, 2016.

D. Jed & Clinton Health Matters Campaign

Associate Dean of Students Julia Routbart asked IPPC to consider and endorse “The Jed and Clinton Health Matters Program,” an initiative predicted to have a significant and positive impact on Skidmore’s health and wellness efforts. IPPC endorsed the College’s participation in the program on February 19, 2016.

E. Smoking Policy (Glens Fall Hospital)

IPPC discussed the current policy that went into effect in Fall 2014. Interim Dean of Students and Vice President for Student Affairs Gail Cummings-Danson introduced representatives from the Glens Falls Hospital Living Tobacco Free Initiative. The representatives spoke to the ways in which the Initiative could assist Skidmore in reaching the target outcomes stated in the current policy including a comprehensive re-evaluation of the current policy in Spring 2017 and a smoke-free campus beginning in Fall 2017. In 2016-17, the IPPC Subcommittee on Student Affairs will work toward identifying and convening a groups of persons to achieve the desired goals.

F. Honorary Degree Policy

The President reported that the Trusteeship Committee of the Board of Trustees has recommended to the full Board of Trustees that Skidmore not create a specific policy to rescind honorary degrees in light of nationwide conversations regarding how academic institutions should handle flagrant conduct of past honorary degree recipients. The President spoke with CAPT regarding this decision as well.

G. Committee on Academic Standing (CAS) Proposal – Eliminate Overload Fees

Professor David Cohen, Chair of the Committee on Academic Standing (CAS), presented a proposal to eliminate overload fees for all students to ensure equity and access. IPPC approved the recommendation on April 15, 2016.

H. Restorative Justice Re-integration Project Proposal

David Karp, Professor of Sociology presented a proposal for Skidmore to adopt the Restorative Justice Re-integration Project. In brief, the project focuses on supporting Restorative Justice initiatives at all levels of education as well as in the criminal justice system. Please refer to the IPPC minutes of April 15, 2016 for a more detailed explanation. IPPC approved the proposal.

Respectfully submitted,
Philip A. Glotzbach, Chair
Timothy L. Harper, Vice Chair

IPPC Committee Membership for 2015-2016

Chair Philip A. Glotzbach, President

Vice Chair Timothy L. Harper, Management & Business, Faculty Member

Mary Lou Bates, Vice President and Dean of Admissions and Financial Aid

April Bernard, Chair, Committee on Educational Policies and Planning (CEPP) (Fall 2015)

Kelly Sheppard, Chair, Committee on Educational Policies and Planning (CEPP) (Spring 2016)

Beau Breslin, Dean of the Faculty & Vice President for Academic Affairs

Paul Calhoun, Dean of Special Programs

Michael Casey, Collyer Vice President for Advancement

Gail Cummings-Danson, Interim Dean of Students and Vice President for Student Affairs

Bill Duffy, Chief Technology Officer

Julia Elstein '17, SGA Vice President for Financial Affairs (Fall 2015)

Addison Bennett '16, SGA VP for Financial Affairs (Spring 2016)

Elzbieta Lepkowska-White, Co-Chair, Committee on Intercultural and Global Understanding (CIGU)

Michelle Hubbs, Co-Chair, Subcommittee on Responsible Citizenship (SRC) (Fall 2015)

Eric Morser, Co-Chair, Subcommittee on Responsible Citizenship (SRC) (Spring 2016)

Levi Rogers, Chair, Campus Sustainability Subcommittee (CSS)

Denise Smith, Chair, Faculty Executive Committee

Joseph Stankovich, Director of Institutional Research

Charles Tetelman '16, SGA President
 Debra Townsend, Interim Vice President for Communications and Marketing
 Michael West, Vice President for Finance and Administration & Treasurer
 Joshua C. Woodfork, Executive Director, Office of the President & Coordinator, Strategic Initiatives
 Joerg Bibow, Economics, Faculty Member (Fall 2015)
 Peter von Allmen, Economics, Faculty Member (Spring 2016)
 James Kennelly, Management & Business, Faculty Member
 Kathy Kinnin, Information Technology, Exempt Staff Member
 Kris Leggiero, Office of Leadership Activities, Non-Exempt Staff Member

IPPC Committee Membership for 2016-2017

Chair Philip A. Glotzbach, President
 Vice Chair Timothy L. Harper, Management & Business, Faculty Member
 Michael West, Vice President for Finance & Administration
 Michael Casey, Collyer Vice President for Advancement
 Mary Lou Bates, Vice President and Dean of Admissions & Financial Aid
 Beau Breslin, Dean of the Faculty and Vice President for Academic Affairs
 Paul Calhoun, Dean of Special Programs
 Cerri A. Banks, Dean of Students and Vice President for Student Affairs
 Debra Townsend, Interim Vice President for Communications and Marketing
 Joshua C. Woodfork, Vice President for Strategic Planning and Institutional Diversity
 Joseph Stankovich, Director of Institutional Research
 Bill Duffy, Chief Technology Officer
 Denise Smith, Chair, Faculty Executive Committee
 TBD - Chair, Committee on Educational Policies & Planning (CEPP)
 Levi Rogers, Chair, Campus Sustainability Subcommittee (CSS)
 Cynthia Evans, Co-Chair, Committee on Intercultural and Global Understanding (CIGU)
 Eric Morser, Co-Chair, Subcommittee on Responsible Citizenship (SRC)
 Kris Leggiero, Office of Leadership Activities, Non-Exempt Staff Member
 TBD – Exempt Staff Member
 Mark Hofmann, Mathematics, Faculty Member
 James Kennelly, Management and Business, Faculty Member
 Dorothy Parsons '17, Student Government Association (SGA) President
 Julia Elstein '17, Student Government Association (SGA) Vice President for Financial Affairs