

**INSTITUTIONAL POLICY AND PLANNING COMMITTEE  
MEETING MINUTES  
September 14, 2007**

PRESENT: President Philip Glotzbach, Chair; Professor Mark Huibregtse, Vice Chair; Mary Lou Bates, Michael Casey, Deb Hall, Ann Henderson, Susan Kress, Pat Oles, Muriel Poston, Justin Sipher, Sue Van Hook, Michael West; Mehmet Odekon, Barbara McDonough; Mary Cogan, Sue Bender, Jonathan Brestoff, Adam Cupples; Barbara Krause (Secretary).

ABSENT: Jeff Segrave.

**1. Welcome**

President Glotzbach welcomed returning members as well as the following new members: Deb Hall, Chair of CEPP; Sue Bender, Faculty Rep; Mary Cogan, UWW, A/P Rep; Jonathan

**2. Review of Minutes**

Minutes of the May 4, 2007, meeting were **approved** as distributed.

**3. Annual Report 2006-07**

The draft report was approved as distributed. Consistent with the practice for other governance committees, the Annual Report will be distributed to the all-employee-list via a link to the IPPC website.

**4. Enrollment Update**



subcommittee of the Committee on Educational Policies and Planning (CEPP) will be reviewing the restructuring of the Dean of Studies Office and that both the Dean of the Faculty and the Dean of Student Affairs are members of CEPP.

While the number of action items has been reduced from prior versions, it was noted that the Action Agenda, nevertheless, is very ambitious. IPPC will have to set priorities for itself as it decides which issues to work on throughout the coming year.

The student members felt that the document covers items of importance to students.

Following this discussion, the sense of the group, without objection, was to endorse the Strategic Action Agenda. Minor corrections will be made and the document will be redistributed to the Cabinet and to IPPC members. The document also will be posted on the web for Skidmore community members and will be discussed with the Board of Trustees in October.

#### **7. Agenda for 2007-08**

The committee then turned its attention to developing its own agenda for the coming year. President Glotzbach reminded the group that it will meet six times this semester and asked the

(not in priority order):

Optimization  
Retiree health care costs

## **8. Update on Campus Construction Projects**

Vice President Mike West updated the Committee on progress made regarding limited site work for the new Zankel Music Center and on related parking matters. Site utility work is ongoing, the new Loop Road extension is now open, and the new overflow parking lot for Zankel (Lot B, with 145 spaces) also is open. Upon completion of the Zankel Music Center, parking capacity will be expanded for some 75 additional cars. Later this fall, plans are to complete the northern most parking lot for Zankel (near Harder Hall), providing parking for an additional 40 cars. More details related to event parking are posted on the College website.

Mr. West also reported on several important summer projects recently completed. New classrooms and lab renovations for biology and environmental studies were substantially completed, significant life safety and electrical improvements were made to McClellan and Scribner Village, McClellan was renovated and received new furniture, new air handling equipment was placed in the Library, a renovation of the help desk area was completed in the Library, all residence rooms were painted, the Surrey was also painted and new bedroom furniture ordered, new flooring was installed in Burgess and the SPA, and start-up projects were completed for new faculty offices and labs.

## **9. Dean of Student Affairs Search**