The IPPC met 16 times during the 2011-12 academic year. In addition, the various subcommittees of IPPC met regularly to address their specific agendas and prepare items for consideration by the full committee. At the outset of the academic year the IPPC reviewed the “Reaffirmation, Recommitment, and Renewal: The Strategic Action Agenda: 2011-2012” document that identified three major themes (Diversity and Inclusion; Science at Skidmore; Civic Engagement and Transition and Transformation Initiatives) that express different dimensions of the Strategic Plan and enumerated 58 specific action items related to the four goals of the Strategic Plan to guide institutional work for the year.

Full minutes of IPPC meetings are available and may be consulted for additional details regarding the items summarized below. Bracketed dates after text refer to the dates that items were discussed at IPPC meetings. To obtain minutes of the IPPC meetings, visit the IPPC website: http://cms.skidmore.edu/IPPC/index.cfm.

Major Items Addressed in 2011-12

1. Budget and Financial Issues
Discussion of the budget and other financial issues is a major part of the work of IPPC (and its Subcommittee on Budget and Finance). Michael West, Vice President for Finance & Administration, has administrative responsibility for developing budget proposals and typically leads the discussions. IPPC reviews documents and engages in discussions of the operating and capital budget and discusses policies related to budgets and planning. [10/21/11, 12/16/11, 1/20/12, 1/27/12, 3/9/12, 3/17/12, 4/6/12, 4/20/12, 5/4/12]

A. FY 2013 Operating Budget
IPPC engaged in several discussions of the FY 2013 operating budget to be submitted to the Board of Trustees, which included:
• A 3.9% Comprehensive Fee increase
• A 3.0% General Salary Adjustment
• A 1.5% Compensation and Market Equity Pool
• $500,000 for ongoing “New Initiatives” funded from the operating budget (with an additional $243,000 allocated for one-time initiatives, funded from over-enrollment revenue).
• Funding for the Capital Campaign at $515,000 (representing an additional $225,000 increase from the prior year, funded from an additional special draw on the endowment).

B. FY 2012 Capital Budget
IPPC endorsed the FY 2013 capital budget of $11.7 million to be submitted to the Board of Trustees.
C. Optimization
IPPC had several robust conversations about “optimization”. These conversations were framed as identifying the appropriate target for the number of students for budget planning purposes (Net Fiscal Enrollment, or “NFE”). Informing these conversations were a realization that there are many challenges to meeting a targeted admission goal precisely and that there has been considerable pressure on the Admissions staff to overshoot the goal because there are dire financial consequences to not meeting the goal. After several discussions, the President proposed, and IPPC supported: an increase in the budgeted NFE by 50 (to 2,330); the identification of an acceptable range of 0-50 “below the line” NFE; the expressed intention that the “first call” on over-enrollment revenue would support the College’s science initiative, with the intention each year to allocate a substantial portion of any over-enrollment revenue to support science with the understanding that other more urgent needs could affect the allocation made to support science. IPPC agreed to think of this framework as a “five-year look” to see how the admissions picture develops and to test the College’s ability to “live” at the new budgeted numbers. [11/4/11, 12/2/11, 1/20/12, 1/27/12]

D. Capital Projects
IPPC received regular updates on several capital projects including the Scribner Village Replacement, Library/IT renovations, and Starbuck Center work.

Science Planning: IPPC reviewed documents produced by the Science Facilities Task Force and prepared for the BOT. The IPPC discussed the issuance of a Request for Proposals (RFP) and expressed their support of issuing an RFP for the pre-design phase of the science planning project. [4/6/12]

2. IPPC Structure/Function, Subcommittees and Interactions with Governance

A. Separation of FEC and IPPC: Last academic year (2010-2011) the faculty approved a change in governance that severed ties between FEC and IPPC with the understanding that the two committees would continue to remain apprised of each other’s work. The IPPC and FEC continued to work out the best ways to maintain the desired communication between the two groups. The Chair of FEC and the Vice Chair of IPPC were in regular contact throughout the year. IPPC also invited the Chair of FEC to sit on IPPC as a regularly invited guest during the latter part of the year. At the end of the year, IPPC agreed to invite the FEC Chair to become a regular member of the IPPC. [10/21/12, 11/4/12, 12/2/12, 5/4/12]

B. Committee on Intercultural and Global Understanding: IPPC received copies of a statement issued by CIGU at the end of the previous academic year, was briefed by the co-chairs of CIGU on the issues surrounding that statement and the accompanying recommendations, and reviewed the President’s response to the statement. Throughout the year CIGU updated the IPPC on its own deliberations about the structure and function of the subcommittee, and, in response to CIGU’s recommendations, IPPC approved amendments to the section of its Operating Code describing CIGU’s function and membership. IPPC also considered CIGU’s proposed Statement on Diversity and Inclusion and provided feedback to CIGU. [9/23/11, 10/21/12, 3/23/12, 4/6/12]

C. Campus Environment Committee/Campus Sustainability Subcommittee: During the year the IPPC was informed of deliberations by CEC to change its function and membership. The CEC proposed a new leadership structure with the Sustainability Coordinator and a
faculty member of the committee serving as co-chairs and provided a process for appointing student members. The CEC also recommended changing the name of the subcommittee to the Campus Sustainability Subcommittee. The IPPC approved the recommended changes. [3/9/12, 5/4/12]

3. Major Policy Discussions

A. All-College Policies: IPPC received updates from the group working on the Policy on Policies. [10/7/11, 2/28/12, 3/23/12, 4/6/12]

B. Political Activity Policy: IPPC received updates on the Political Activity Policy and endorsed a draft policy that was forwarded to the Cabinet. [2/17/12, 3/9/12, 4/20/12, 5/4/12]


D. Standards of Business Conduct Policy: IPPC received updates on the development of a proposed Standards of Business Conduct Policy that includes policies on Standards of Business Conduct, Conflict of Interest, Conflict of Commitment, and Whistleblower. [12/16/11, 4/20/12]

4. IPPC Vice-Chair for 2012-13: Erica Bastress-Dukehart will be the Vice-Chair of IPPC for 2012-13.

On behalf of the full IPPC, the co-chairs are pleased to extend thanks to Barbara Krause for her expert staffing of the committee.

Respectfully submitted,

Philip A. Glotzbach, Chair
Denise Smith, Vice-chair

IPPC Membership 2011-2012
Chair Philip Glotzbach, President
Vice-chair Denise Smith, Health and Exercise Sciences

Members by Position
Susan Kress, Vice President for Academic Affairs
Michael West, Vice President for Finance & Administration
Michael Casey, Vice President for Advancement
Beau Breslin, Acting Dean of the Faculty
Mary Lou Bates, Dean of Admissions and Financial Aid
W. Rochelle Calhoun, Dean of Student Affairs
Paul Calhoun, Interim Dean of Special Programs
Justin Sipher, Chief Technology Officer
Joseph Stankovich, Director of Institutional Research
Cori Filson, Director of Off-Campus Study and Exchanges, and Co-Chair, Committee on Intercultural and Global Understanding (Fall 2011)
Michael Ennis-McMillan, Anthropology, and Co-Chair, Committee on Intercultural and Global Understanding (Spring 2012)
Mark Huibregste, Mathematics, and Chair, Campus Environment Committee (Fall 2011)
Riley Neugebauer, Campus Sustainability Coordinator, and Chair, Campus Environment Committee (Spring 2012)
Josh Ness, Government, and Chair, Committee on Educational Policies and Planning
Jonathan Zeidan’12, SGA President
Ethan Flum ’13, SGA Vice President for Financial Affairs

Term positions
Gail Cummings-Danson, Director of Athletics, administrative/professional representative
Anne Petruzelli, Purchasing, support staff representative
Erica Bastress-Dukehart, faculty representative
Adrienne Zuerner, Foreign Languages, faculty representative (Fall 2011)
Peter von Allmen, Economics, faculty representative (Spring 2012)

Regular Invited Guest
Barbara Black, English, and Chair, Faculty Executive Committee

IPPC Membership 2012-13
Chair Philip Glotzbach, President
Vice-chair Erica Bastress-Dukehart, History

Members by Position
Beau Breslin, Interim Dean of the Faculty & Vice President for Academic Affairs
Michael West, Vice President for Finance & Administration
Michael Casey, Vice President for Advancement
Mary Lou Bates, Dean of Admissions and Financial Aid
W. Rochelle Calhoun, Dean of Student Affairs
Paul Calhoun, Interim Dean of Special Programs
William Duffy, Interim Chief Technology Officer
Joseph Stankovich, Director of Institutional Research
TBD, Chair, Committee on Intercultural and Global Understanding
David Karp, Associate Dean of Student Affairs, and Co-Chair, Subcommittee on Responsible Citizenship
Riley Neugebauer, Campus Sustainability Coordinator, and Chair, Campus Sustainability Subcommittee
Michael Arnush, Classics, and Chair, Committee on Educational Policies and Planning
Matthew Walsh ’13, SGA President
Donald Duff ’13, SGA Vice President for Financial Affairs

Term positions
Gail Cummings-Danson, Director of Athletics, administrative/professional representative
Wendy Kercull, Special Programs, support staff representative
Denise Smith, Health & Exercise Science, faculty representative
Natalie Taylor, Government, faculty representative

*Regular Invited Guest* (pending further discussions with FEC)
Barbara Black, English, and Chair, Faculty Executive Committee