

# INSTITUTIONAL POLICY AND PLANNING COMMITTEE

## MEETING MINUTES

April 15, 2016

10:30 am.

PRESENT: Mary Lou Bates; Addison Bennett; Paul Calhoun; Michael Casey; Gail Cummings; Bill Duffy; Philip A. Glotzbach, Chair; Tim Harper, Vice Chair; James Kennelly; Kathy Kinnin; Ba Lepkowska; Eric Morser; Levi Rogers; Kelly Sheppard; Denise Smith; Joseph Stankovich; Charles Tetelman; Debra Townsend; Peter von Allmen; Mike West; Joshua C. Woodfork.

ABSENT: Beau Breslin; Kris Leggiero.

### 1. Approval of Committee Minutes

IPPC approved the Minutes from the April, 2016 meeting with one amendment under Item #5, Enrollment Management Group's Report on Standardized Testing paragraph 2, last sentence.

### 2. Space Planning Working Group (SPWG) Recommendations

Dan Rodecker, co chair of the SPWG and Director of Facilities, presented on behalf of co chair Crystal Moore, who could not attend the IPPC meeting. Dan presented a memo dated April 13, 2016, that outlined three recommendations from the SPWG, which was written after consultation with Vice President of Admissions and Dean of Enrollment Mary Lou Bates, and Interim Vice President for Communications and Marketing Debra Townsend. The recommendations are as follows:

- x Leave Admissions in the Waring House until the fundraising and construction of a new Admissions building is completed.
- x Move Communications and Marketing to the Eissner Admissions building after completing an extensive renovation. The renovation would include but not be limited to a new inside layout, entryway, carpet, and furniture in an effort to meet the needs of the department as defined by Debra Townsend
- x Renovate the old Faculty Staff Lounge (current home of Communications and Marketing) for student uses such as the Multicultural Center/Social Justice Center or other usage

IPPC discussed the proposed timeline, the additional cost of approximately \$500,000 for the Communications and Marketing renovations in the Eissner building, the concern of funds (including over enrollment funds) being put toward projects other than CIS, the Board of Trustees' approval in May and other possible uses for the former Faculty Staff Lounge space.

Upon a motion made and seconded, IPPC approved recommendations from the SPWG with the understanding that the former Faculty Lounge space (

David explained the research CAS conducted in investigating this issue further, including academic issues, access issues, finding out what or if similar schools charge overload fees do not, at least in practice, and the amount that Skidmore collected in recent years on overload fees (approximately \$50,000 per year). The College Treasurer was asked to comment on the budgetary implications of this decision.

After further discussion, IPPC approved CAS's recommendation to eliminate overload fees for all students taking more than 18 semester hours of classes in a semester.

#### 5. Middle States Reaccreditation Update and Honorary Degree Policy

Due to time limitations, the Middle States Reaccreditation Update and the Honorary Degree Policy discussion will be postponed to the next IPPC meeting.

President Glotzbach thanked everyone who presented and worked on the proposals and recommendations brought forward at today's meeting.

The meeting adjourned at 12:00 noon.

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