

**INSTITUTIONAL POLICY AND PLANNING COMMITTEE  
MEETING MINUTES  
November 2, 2007**

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

ABSENT: Susan Kress, Muriel Poston, Adam Cupples.

**1. Review of Minutes**

Minutes from the meeting of October 12, 2007 were approved with one minor correction. Specifically, in item two (Retiree Health Care), the sixth bullet in the second set of bulleted items, the final paragraph should read as follows: "It was noted that savings from this



continue to increase); and students who are away on medical or personal leave (approximately 50 students per year for the past several years).

The “summer melt” factor. This term represents the number of students who indicate that they will attend Skidmore but who later choose not to come. This number has fluctuated between 43 and 69 in recent years. The summer melt number is very difficult to predict because it depends on factors outside of Skidmore’s control, such as whether competitor schools go to their waitlists.

The spreadsheet allows the Numbers Group to make various assumptions and see how those assumptions would affect NFE over the next several years. The essential question is how quickly the College should attempt to reach an NFE of 2,280. Unpredictability in our admissions patterns can undermine relationships with high school guidance offices that are critical to the success of the Admissions Office; significant fluctuations in student population also make it difficult for the College to budget each year. It also was noted that the College’s diversity goals, the desire to have more students live on campus, and the desire to have more students study abroad all represent claims on the College’s financial resources.

One IPPC member asked if the College had a housing strategy to deal with the larger number of students on campus. Dean Pat Oles noted that the opening of Northwoods Apartments had an immediate (and even greater than expected) impact on how many students wanted to remain on campus. It is possible that in designing the Scribner Village replacement, the College will add 100 to 200 new beds— *not* to add more students to the entering class, but to house greater numbers of returning students.

Finally, IPPC discussed the ways in which financial aid policies affect the admissions picture. Many families are choosing to file a form known as the “E-FAP” (Early Financial Aid Planning form) to get a sense of what a financial aid package might look like. It was also noted that many colleges nationally are increasing their reliance on merit aid, which has a very negative effect on dollars available for need-based aid. President Glotzbach stated that Skidmore has only a very small number of merit-based scholarships; the College remains committed to its focus on need-based financial aid.

One faculty member noted that while moving to a lower NFE creates one type of pressure on the College’s budget, enrollment beyond the College’s targeted class sizes has a negative effect on class size and faculty resources.

Based on all of these factors, the Numbers Group currently recommends that the Admissions Office recruit an entering class of 620 students (+/- 15) for on-campus, plus an additional 36 students for London.

#### **4. Retiree Health Care**

Vice President Mike West shared with the IPPC the report that he had made to the Board of Trustees' Budget and Finance Committee. That report included the summary of concerns that had been expressed in the IPPC's Budget and Finance Subcommittee. Member of IPPC expressed appreciation to Mr. West for sharing the full extent of the concerns.

The next steps will be presentations on campus, including a presentation at the Faculty Meeting on November 2<sup>nd</sup> and Open Community Meetings on November 5<sup>th</sup> and 6<sup>th</sup>. Mr. West indicated that he would continue to emphasize that no decisions have been made regarding employees in the "middle group."

Co-chair Mark Huibregtse referred committee members to an e-mail message that was sent by President Glotzbach and him yesterday. He indicated that the e-mail was a partial response to a request by the Faculty Executive Committee (FEC) that IPPC issue an "out report" at the Faculty Meeting. The message points people to information that is available on the IPPC website.

A question was raised as to how those units staffing current searches should answer questions regarding the retiree health care benefit. Mr. West indicated that a proper response would be to state that the retiree health care benefit is currently under review. Finally, a suggestion was made that newer hires might postpone (or might have postponed) contributing to

