

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
April 8, 2011

PRESENT: Acting President Susan Kress; Hugh Foley, Vice Chair; Michael Casey, Mark Huibregtse, Bob Turner, Muriel Poston, Paty Rubio, Jeff Segrave, Justin Sipher, Michael West, Adrienne Zuerner, Gail Cummings-Danson, Denise Smith, Joseph Stankovich, Alexandra Stark, Jonathan Zeidan, and Barbara Krause (Secretary).

ABSENT: Mary Lou Bates, Rochelle Calhoun, Winston Grady-Willis, and Anne Petruzzelli.

1. Approval of Minutes

Minutes of the March 25, 2011 meeting were approved with minor corrections.

2. Budget Planning FY 12

Vice President for Finance and Administration Mike West distributed preliminary materials indicating the capital budget requests for FY 12. He noted that the initial requests far exceeded the amount of available funds and that the submissions shared with IPPC represent only the highest priorities brought forward by individual Cabinet members. Highlights of the proposed capital expenditures include the following:

- Renovation of Wait Hall including life safety improvements, roof replacement, heating improvements
- Start of multi-year project to replace the chilled water loop estimated in the range of \$3 - \$5 million
- HVAC improvements in science facilities to address immediate needs (none of this investment would be stranded); total project estimated in the range of \$7 - \$10 million
- Funding to implement the Student Information System (Oracle)
- Deferred maintenance

Mr. West reported that the current materials require approximately \$300,000 more in cuts to balance the capital budget. He noted that Budget and Finance Committee will review these materials at its next meeting and will bring a final proposal back to the full IPPC at the April 22 meeting.

Mr. West also reported that there is considerable pressure on the Facilities staff to complete work over the summer. The work on Filene and the Art Building is still in progress. The Scribner Village replacement, which actually consists of three separate projects, is underway; he remains optimistic that the three replacement buildings in the Northwoods complex will be available for occupancy in January 2012.

In response to a question, Mr. West confirmed that much of the capital budget in recent years has relied on over enrollment funds. When that money decreases, it will be even more important for the

College to set priorities for its capital projects. The most urgent priority, as always, will be to complete life safety projects and other deferred maintenance projects that represent necessary structural maintenance.

Moving to the budget for new initiatives, Mr. West noted that the list currently distributed is the

compensation for Administrative Professional, Support Staff, and union employees. She noted that the College's total comprehensive compensation plan was placed on hold at the time of the recession, before the C

responsibility for overseeing that disclosure process to the Vice President for Academic Affairs, although the