

**INSTITUTIONAL POLICY AND PLANNING COMMITTEE  
MEETING MINUTES  
April 22, 2011**

### **3. Budget Planning FY 12**

#### *Capital Budget*

Vice President for Finance and Administration Mike West reviewed the materials distributed. He reminded Committee members that the initial requests far exceeded the available funds and that the submissions provided to IPPC represented the highest priorities brought forward by Cabinet members. He reported that both Cabinet and the IPPC Budget and Finance Committee recommend this budget to the full IPPC. Highlights of the proposed Capital Budget include:





**APPENDIX A**  
**IPPC OPERATING CODE AS AMENDED APRIL 22, 2011**

**Institutional Policy and Planning Committee (IPPC)**  
**Operating Code<sup>1</sup>**

**Function:** The IPPC advises the President with regard to strategic planning, taking a comprehensive view of sig

## Minutes

Minutes of IPPC meetings will be recorded by the Executive Director of the Office of the President and Coordinator of Strategic Planning, and distributed to the committee prior to the next meeting, at which they are approved. Once approved, the minutes will be posted with password protection to the web. On occasion, the committee may elect to discuss sensitive issues in confidence (with the degree of confidentiality as deemed appropriate by the committee); the minutes will reference such discussions but not fully record their substance.

## Annual Planning Cycle

See the attachment.

## Communication<sup>3</sup>

The committee will communicate regularly with the college community through a variety of modes, as appropriate: email, out-reports at Faculty Meetings, community meetings or forums, etc. The President will meet as needed with the SGA Executive Committee, the IPPC Vice-Chair, or the Chair of FEC. In particular, IPPC will inform the community in a timely fashion regarding budget development, e.g., through present 0 0 d[tee)6( will)-3( c)4(omm),1[ )]TJETBT1 0 0 19(I23(P)-3n.)-7(g)10(., throu)



Membership: Three members of the faculty, at least one of them from the natural sciences; two members of the administrative/professional and support staffs representing the departments of Purchasing Services and Facilities Services; an administrator from Financial Planning and Budgeting; and two student members, one who is an SGA Senator and one who is appointed through the SGA willingness-to-serve process. The Chair (who sits on IPPC) and other members will be appointed by the President, in consultation with the FEC in the case of the faculty; a/p/support staff and faculty members will normally serve staggered three-year terms.

IPPC Subcommittee on Student Affairs



one representative from the Office of Admissions appointed by the Dean of Admissions and Financial Aid, one representative from the Office of Off-Campus Study

Attachment: Annual Planning Cycle