

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
April 6, 2018
10:30 a.m.

PRESENT: Cerri A. Banks; Marta Brunner; Grace Burton; Paul Calhoun; Bill Duffy; Greg Gerbi; Philip A. Glotzbach, Chair; Tim Harper; Hèdi Jaouad; James Kennelly, Vice Chair; Kris Leggiere; Martin Mbugua; Crystal Moore; Eric Morser; Levi Rogers; Joseph Stankovich; Nicki Werner '18; Michael D. West; and Joshua C. Woodfork.

NOT PRESENT: Mary Lou Bates; Sean Campbell; Kira Geary '18; and Lisa Hobbs.

1. Approval of Meeting Minutes

IPPC **approved** the minutes from the March 23, 2018 meeting.

2. TED Talk: Paula Stone Williams: “I’ve Lived as a Man & a Woman – Here’s What I Learned”

Hèdi Jaouad presented this talk and explained that it related to a classroom experience. He was approached by a student who is transgender and had questions about pronouns that would represent them in French. Hèdi noted there is no gender neutral way to say things in French – all words are either masculine or feminine. This inquiry led him to research and he found some answers from Quebec. Recently, he has been going online to do more research about transgender issues in French speaking countries, and that led him to this *Ted Talk*. Community members commented on the insights raised in the talk and how they resonate with our campus culture, including the recent preferred names policy and gender-neutral restrooms.

3. Academic Affairs Space Policy

Crystal Moore, Interim Vice President for Academic Affairs and Dean of the Faculty, presented the Academic Affairs office space policy for committee information. She indicated that this was developed by the Space Planning Working Group (SPWG) and the Dean of Faculty’s Office to provide clarity to faculty members and Departments/Programs and that the Dean’s Office is not seeking endorsement from IPPC.

She reported that the policy provides guidance as to how the College handles phased employment, sabbatical, and leaves, specifically the need to place people in space that is temporarily vacated when someone is on sabbatical. The policy also notes goals regarding space of which we know is tight on campus.

Member of the committee discussed the policy and offered several questions:

Q: Does the policy include cubicles?

A: Yes, it includes private cubicles.

It was suggested the policy be edited to remove cubicles.

Q: The policy does not take into account that faculty are expected to conduct scholarly work while on sabbatical. Where are they supposed to get their work done if their space is being used?

A: Academic Affairs works hard to accommodate faculty who have needs during their sabbatical and other leaves, but the reality is that if someone is replacing faculty on sabbatical,

they need to be provided space. However, the current policy is to try to accommodate faculty on sabbatical with space if they need it.

Also suggested was a change to the title to reflect this policy impacts “office space,” and to address the needs of the Special Programs’ space usage during the Summer.

4. Smoking Policy Implementation Update

Cerri Banks, Dean of Students and Vice President for Student Affairs, reported that this group has met twice to brainstorm the issues that will need to be addressed in implementing this policy. Representatives from Glens Falls Hospital Living Tobacco-Free initiative have attended a meeting and have offered financial and other resources to assist with the rollout. To further assist with communicating the rollout, a liaison from the communications department has been invited to attend future meetings. Cerri noted that the some have inquired about our summer programs and how they will be affected by the policy.

SGA representative Nicki Werner reported that students are very hesitant about the student enforcement, as they don’t think that they or their peers would enforce this policy.

Cerri agreed that people will break the rules, but that there will be mechanisms in place to assist in reporting violations. She offered that as a community if we make this commitment, we will find ways to make it enforceable. Part of the communications plan will target the Saratoga community and all guests, so that anyone who comes on campus will be aware of this policy.

5. Community Check-In Debrief

Joshua Woodfork, Vice President for Strategic Planning and Institutional Diversity, provided an update on the Thursday, April 5th Community Check-In gathering. First, he reported that on Wednesday, April 4th, members of the College community partnered with MLK Saratoga’s silent march and vigil to mark the 50th anniversary of Reverend Dr. Martin Luther King’s assassination. A group met at the Skidmore North Broadway entrance and marched to the City Center to gather with community members to further march down Broadway to the Visitors Center. A short program of prayer, fellowship, and music ensued. Skidmore was represented with students, staff, faculty, and retirees participating.

The Community Check-In was held in response to feedback regarding the KKK fliers that were recently distributed downtown, and was attended by approximately 40 participants (students, staff, faculty, and administrators). President Glotzbach and Joshua outlined goals for the gathering and guidelines for table discussions. To assist with the table work, each table included a “facilitator” and a “scribe,” who took notes. Topics included addressing the uneasiness some have mentioned navigating the Saratoga Springs community, suggestions for the administration and for the community, and assessment of Skidmore’s voice in national and global events.

For further discussion and potential action, notes from the gathering will be shared with the Committee on Intercultural and Global Understanding (CIGU), the Inclusion Liaisons (representatives from each of the College’s Divisions), and President’s Cabinet. It was noted that the spirit of those present at the Check-In was positive. The attendees were collaborative and showed a willingness to work together even when they critiqued the College and pointed out challenges with regard to campus climate and in navigating Saratoga Spring.

6. President’s Report

President Glotzbach reported that the College is busy hosting several accepted candidate’s days and that over the last couple of days, the College also hosted the Discovery Tour, which invites

accepted students from historically underrepresented communities to campus. This year's participation in the Discovery Tour marked the largest group to date.

Michael D. West, Vice President for Finance and Administration, provided an update on the Center for Integrated Sciences (CIS) Phase I North Wing, reporting that they are close to selecting a firm and signing a contract. The College has received three qualified and competitive bids, and we are working to analyze fully these bids and negotiate the contract for services. Until the contract is signed and final, this process needs to be confidential. The College is most pleased with the bids received, recognizing the recent Executive Orders signed by President Trump with significant new import taxes and restrictions on steel, aluminum and goods received from China, and U. S. labor shortages, particularly in the skilled trades in the construction industry. The best bid for the project is within the budget for the project. We remain on schedule for the start of the project in May.

Phil reported that with the announcement of Mike's retirement at the end of the Summer, a search consultant has been hired to assist the search committee in finding his successor, and that Phil is working on confirming members of the search committee.

7. Other Business

None.

8. Call for Agenda Items

Joshua reminded the Committee that there are only two meetings remaining during this academic year, and asked that members let him know if there are any future agenda items that are not currently listed which members hope to cover.

Items noted for future meetings include:

- Campaign Update [April 27]
- Protection of Minors Policy Update [April 27]
- Assessment Subcommittee Update [April 27]
- IPPC Operating Code Updates [May 4]
- Admissions and Financial Aid Update [May 4]
- Budget Update [May 4]
- COACHE Collaborators Recommendations on Usage of Mass Email Lists
- Policies on campus speakers

The meeting adjourned at 11:26 a.m.

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