

INSTITUTIONAL POLICY AND PLANNING COMMITTEE

MEETING MINUTES

OCTOBER 6, 2023

Present: Marc Conner (Chair), Tim Harper, Michelle Hubbs, Masako Inamoto, Nick Junkerman, Dan Konstalid, Nathaniel Lowell '24, Josh Maxwell '26, Dorothy Mosby, Jess Ricker, Tarah Rowse, Rodrigo Schneider, Joseph Stankovich, Elizabeth Stauderman, Dwane Sterling, Smriti Tiwari (Vice Chair), Amy Tweedy, Sarah Delany Vero, Dominique Vuvan, Joshua Woodfork, Carey Anne Zucca.

Absent: Adrian Bautista, Beth Post, Lori Parks.

The meeting was called to order by Chair Conner at 10:33 a.m.

1. Draft Strategic Action Agenda (SAA) 2023-2024

President Conner thanked committee members for their earlier input and suggestions on the draft SAA. He asked if there were any comments or recommendations to the latest draft of the document. President Conner returned to Director of Financial Aid Beth Post's earlier caution about overreaching with the "community of care" goal and updated the committee on the revised language. The other language revision that came in was from Beth and VP for Enrollment Jess Ricker with a slight augmentation of language about our commitment to diversity and inclusivity in the Racial Justice Initiative section particularly on the Supreme Court's affirmative action decisions.

President Conner reminded the committee that he was seeking endorsement of the goals and document, which will also be done with the Board of Trustees' Strategic Planning Committee at its upcoming meeting. Following that committee recommendation, the full Board will be asked to endorse the SAA for the 2023-2024 year. With no further discussion or proposed changes, **IPPC voted unanimously to endorse this 2023-2024 Strategic Action Agenda, "Planning for Our Institutional Future."**

2. IPPC Subcommittee Check-In

VP for Strategic Planning and Institutional Diversity Joshua Woodfork asked all subcommittees: a) Do you have all of your committee members in place? b) do you have a meeting schedule, including noting frequency of meetings? c) do you have any agenda items on the horizon forthcoming to IPPC?

IPPC Subcommittee on Budget & Finance (B&F): Dan Konstalid reported all members are in place, meeting schedule is set with plans to meet four times this semester, proposed IPPC agenda items track the College's overall budget development process for fiscal year 2025 including some upcoming IPPC meeting time.

Campus Sustainability (CSS): Tarah Rowse reported all eleven members are in place, meeting monthly, primarily working on reporting on the Campus Sustainability Plan which will include

updating IPPC, also will have proposed revisions to sustainable construction and renovation policy.

IPPC Subcommittee on Student Affairs (SA): Nathaniel Lowell reported committee is missing one member: the SGA VP for Student Life, which might be temporarily filled. Current activity includes inviting guests for particular topics, trying to meet every other week but finding a time that works for everyone has been difficult though they do have four fall meetings scheduled, covering residential experience, student success and support, student engagement and communication, health and wellness, and diversity, equity, and inclusion, food security, and chalking policy.

Committee on Intercultural and Global Understanding (CIGU): Masako Inamoto reported missing the vacant position of the Director of the Office of Student Diversity Programs and the SGA VP for Inclusion and Outreach with that member joining shortly. The group has met 3 times with a fourth meeting next week, several agenda items are waiting to be prioritized.

IPPC Subcommittee on Responsible Citizenship (SRC): Michelle Hubbs reported missing one student member but she is in touch with SGA to fill, has met twice and meets every other Thursday, no items for IPPC at this moment.

IPPC Subcommittee on Institutional Effectiveness (SIE): Amy Tweedy reported missing one student member but in touch with SGA to fill and need a member from Finance and Administration, meets monthly, submission of annual report, HHMI's grant regarding inclusive teaching and using disaggregated data to look at student success.

Space Planning Working Group (SPWG): Joshua Woodfork reported although not an official IPPC subcommittee, a group charged by IPPC, and reconstituted last spring, all members are in place, the group held a summer retreat and meets weekly, developing space guidelines and a space request form, will make recommendations on space moves.

Bias Response Group; Subcommittee of CIGU: In Chair Adrian Bautista's absence, VP Woodfork indicated that the group meets when we receive reports and we have done so this semester, we currently have a proposed student member and are missing a second student, we are working on a status update to CIGU and are considering annual reports to the community.

Other Committees:

Faculty Executive Committee (FEC): FEC Chair Dominique Vuvan reported full committee membership and meetings every week on Mondays, main focus is current mandate to conduct a governance review process and are taking a look at committee structure, elected and appointed committees, and will have each of the governance committees do a self-audit and think about procedures and operating code, and will invite IPPC subcommittees to participate in that process as well. One of the tensions of faculty shared governance is workload versus credit for participation issues.

Committee on Educational Policies and Planning (CEPP): Nick Junkerman reported that they have full membership and is meeting weekly on Mondays, CEPP is considering what our policy agenda will be in the year ahead.

VP Woodfork reminded subcommittee leaders that committee membership has been negotiated with FEC as we try to be conscious of workloads and although we work hard on consensus building, we try to have some parity on constituency membership. FEC Chair Vuvan suggested that if you are asking faculty repeatedly over the course of the semester to attend meetings, there needs to be some language and conversation with IPPC about how to think about what that service means to the institution.

3. Brief Preview of Next Meeting (October 13)

President Conner indicated that at our October 13 meeting, we will:

- a) return to the single record keeper item that we discussed in the Spring and noted last meeting. These discussions included how we administer our retirement plans and HR will be giving us a guided discussion on this topic next week. In the Spring, we deferred the decision to share this information with the community to give us this year to discuss it in further detail. VP Sarah Delaney Vero will be leading this discussion next week. VP Vero shared that HR has come up with a communication plan and is looking forward to feedback. With the help of the IT department, we do not need to implement this until next year;
- b) VP Konstalid will be sharing a fiscal year 2023 update;
- c) preview the October Board of Trustees meeting.

4. Other Business

As we approach discussions of the budget, VP Konstalid offered to provide a “budget 101” session to prepare folks to review budget materials. Committee members were receptive to this offer and it was suggested the November 3 meeting would be a good time to cover this.

Associate Director of Civic Engagement Michelle Hubbs asked about enforcement of the smoking policy on campus as she has witnessed smoking occurring. President Conner suggested that this item go to IPPC Subcommittee on Student Affairs to review the steps in place for policy, enforcement, and communication regarding the policy.

Assistant Professor of Economics Rodrigo Schneider inquired about the Foundation for Individual Rights and Expression (FIRE) rankings on college free speech where Skidmore was poorly ranked for the second consecutive year. President Conner suggested a conversation with IPPC Subcommittee on Student Affairs. VP Stauderman questioned the accuracy of the rankings.

This meeting adjourned at 11:29 a.m.

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