

**INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
SEPTEMBER 8, 2023**

Present: Adrian Bautista, Marc Conner (Chair), Tim Harper, Masako Inamoto, Nick Junkerman, Dan Konstalid, Nathaniel Lowell '24, Josh Maxwell '26, Dorothy Mosby, Lori Parks, Beth Post, 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: Michelle Hubbs.

Guest: Swarthmore College Professor of Statistics Lynne Steuerle Schofield.

The meeting was held via Zoom and called to order at 10:32 a.m. by Chair Conner.

1. Facilitation with Swarthmore College Professor of Statistics Lynne Steuerle Schofield

Chair Conner introduced a guest facilitator to the committee, Professor of Statistics Lynne Steuerle Schofield from Swarthmore College. Using an interactive approach, Professor Schofield, the former associate dean for diversity at Swarthmore, facilitated a discussion on IPPC's work as a shared governance committee. Professor Schofield discussed guiding principles, community norms, our collective expertise, building trust, and bias. She asked us to consider active listening, recognizing power differences in terms of our social location and role at the College and operating with respect. As an advisory committee, she led IPPC in an exercise clarifying what is and what is not the work of the group.

President Conner remarked on the importance of explaining to IPPC what is being sought in discussing agenda items, meaning is the item being brought forth for consultation, endorsement, or as a point of information. He thanked Professor Schofield for her engaging with the committee and asked members to continue to ponder the information covered.

2. Diversity and Inclusion at Skidmore College Statement

Vice President for Strategic Planning and Institutional Diversity Joshua Woodfork presented the [Diversity and Inclusion at Skidmore College](#) statement, which was created by the Committee on Intercultural and Global Understanding (CIGU) during the 2011-2012 academic year and endorsed by IPPC during the 2012-2013 academic year. At that time, it was shared with students, faculty, staff and posted on Skidmore's Human Resources and diversity webpages. For the last half dozen years, we have asked IPPC to reaffirm the statement. The committee was asked to consider it a "North Star" in terms of displaying our community's commitments and values as well as a "living document" that can be amended and shifted. CIGU Co-Chair Masako Inamoto and CIGU member Sarah Delaney Vero read the statement aloud to the group.

President Conner called on the committee to consider signaling reaffirmation. VP Woodfork noted that CIGU, the Staff, the Faculty, and SGA Senate were also being asked to consider reaffirmation. **The statement was unanimously reaffirmed by the committee.**

3. President's Report

President Conner spoke about the purpose and accomplishments of the IPPC since he came to the College three years ago. He acknowledged the immense work of the IPPC subcommittees, which are major organs of work on campus and key examples of the significance of shared governance. He expressed his excitement for this academic year and noted he would be discussing overarching strategic goals soon.

President Conner called upon General Counsel and Vice President of Human Resources Sarah Vero and Chief Technology Officer (CTO) Dwane Sterling to provide an update on a cyber security incident that originated in February. VP Vero pointed out that some members of Skidmore may have received letters from TIAA or Delta Dental regarding security breaches. These are third party providers but if people have questions, they are able to contact HR.

CTO Sterling explained that our IT Department and external security company have successfully blocked many potential threats, but we did experience our own breach last February. This incident impacted a number of constituencies in our community, including some students, staff, and faculty, alumni, and vendors. We want to make the community aware of this breach at the staff and faculty meetings today and will explain what we are doing to address it. CTO Sterling gave a brief overview of what occurred and the subsequent steps. The College is moving towards setting up a call center to answer any questions and will provide 24 months of credit monitoring to those potentially affected. Moving forward, some of the security changes we made included removing the vulnerability, hiring a new security monitoring company, and purchasing a replacement for the Skidmore firewall. We need to continue to focus on full participation in dual-factor authentication and roll out IT security training and policies for IT security.

President Conner gave thanks for the update and presentation.

4. Other Business

No other business was brought forth.

The meeting was adjourned at 11:58 a.m.

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