

INSTITUTIONAL POLICY AND PLANNING COMMITTEE

MEETING MINUTES

OCTOBER 25, 2024

Present: Marc Conner (Chair), Eriko Fujita, Michelle Hubbs, Masako Inamoto, Nick Junkerman, Bradley Kadets -27, Dan Konstalid, Josh Maxwell '26, Dorothy Mosby, Amy Oh, Beth Post, Jess Ricker, Tarah Rowse, Rodrigo Schneider (Vice Chair), Joseph Stankovich, Elizabeth Stauderman, Dwane Sterling, Amy Tweedy, Sarah Vero, Dominique Vuvan, Carey Anne Zucca.

Absent: Adrian Bautista, Timothy Harper, Joshua Woodfork.

Guests: Space Planning Working Group Co-Chairs Oscar Perez Hernandez and Dan Rodecker.

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

1) Approval of September 6, September 27, and October 11 Meeting Minutes

A motion was made to approve the meeting minutes for September 6, September 27, and October 11, 2024. With clarification of the fiscal year references and verb changes to the September 27 set and no proposed changes to the other sets, **the minutes from September 6, September 27, and October 11, 2024 were unanimously approved.**

2) IPPC Subcommittee Check-In

Vice Chair Rodrigo Schneider asked all subcommittees: A) are all your committee members in place? B) do you have a meeting schedule? C) what items are you working on, particularly those that might come to IPPC?

Space Planning Working Group (SPWG): Co-Chairs Dan Rodecker and Oscar Perez Hernandez explained that the group has 13 members and meets every other week. Currently, the group only has one student member and is working with SGA on the second member. SPWG's is charged to evaluate space requests and our infrastructure from a strategic perspective. Sometimes a subset of the group reviews specific requests. Currently, requests involve The Annex and Tisch Learning Center. The group is finalizing an operating code and will share the draft with President's Cabinet and IPPC.

Subcommittee on Budget and Finance: Chair Dan Konstalid reported all members are in place including the four supplemental (two staff and two faculty) members for this semester to give an expanded look at our future forecasts. The subcommittee has met three times already this semester and has a schedule. We are working on examining the proposed fiscal year '26 budget. We spent time with Human Resources regarding open enrollment and benefit plans.

Campus Sustainability Subcommittee (CSS): Chair Tarah Rowse reported that the subcommittee has full membership and meets monthly. The primary focus of this group is to review our institutional sustainability initiatives broadly and our assessment specifically around campus sustainability plans and the goals that were identified in our Campus Sustainability Plan 2015-2025. Another focus is to support our current strategic planning process. Next IPPC meeting, the fiscal year '23 Campus Sustainability Assessment will be shared.

Subcommittee on Student Affairs: SGA President and subcommittee co-chair Josh Maxwell

reported that all members are in place and that this subcommittee meets bi-weekly. The main priority for this subcommittee is strategic planning surrounding the residential student experience theme. So far, the subcommittee has met with different members of Student Affairs senior leadership team to discuss their viewpoints in addition to other campus constituencies as well. At our next meeting, we plan to return to the poster guidelines we discussed last year, which may result in this item returning to IPPC.

Committee on Intercultural and Global Understanding (CIGU): Co-Chair Masako Inamoto shared that this group has all membership with two student members confirmed by SGA and the new Director of Student Diversity and Inclusion. This subcommittee meets twice a month for an hour. CIGU supported *In It 9* and the facilitation on creating an affirming campus for trans and non-binary students, which included a pre-meeting with President Conner and the two facilitators. CIGU is now working on the DEI strategic planning theme, including drafting a white paper and, holding community forums, a survey, and developing recommendations for the next *Strategic Plan*.

Bias Response Group (BRG): VP Vero, a member of the BRG, shared that Dean of Students Adrian Bautista is the chair of the BRG. BRG has all members. The group has met once and has another meeting scheduled. Most of the work of this group is focused on Title IX, recognizing recent new rules and regulations. The BRG is reviewing its operations to include an One an equal opportunity model which would now include any complaints by students of discrimination. Our Title IX coordinator has taken on the role of equal opportunity director and has joined the BRG. We are floating this shift to CIGU. If accepted, the focus of the BRG would shift to more proactive education and support

Subcommittee on Responsible Citizenship (SRC): Co-chair Michelle Hubbs reported that the subcommittee membership is currently full and meets every other week. The subcommittee is currently planning for the spring public policy letter writing contest. We are also trying to collect civic engagement stories to strengthen our web presence. We have streamlined our civic engagement course application with hopes that faculty will expand our roster. We are also looking at bringing a spring speaker.

Subcommittee on Institutional Effectiveness (SIE): Co-chair Amy Tweedy reported full membership for the subcommittee with meetings scheduled. SIE has been sharing the results of the high-impact experience analysis that we did to various groups including Student Affairs and CEPP. With Middle States approaching, it is time there are some amendments that need to be made to the Institutional Effectiveness plan document and a working group is discussing. This will come to IPPC by the end of the year. In addition, SIE has been a working group on the continuation of the work on student success. This working group is working on the visualization pieces so we can share this information out to all the campus leaders around GPA, retention, and graduation. We are also discussing post-grad student outcomes and data governance.

Faculty Executive Committee (FEC): Chair Dominique Vuvan reported that this committee has a full faculty membership and meets weekly. FEC is currently working on electing new faculty members to the committees and after that we will appoint new faculty members to committees. This committee will work for the rest of the year on trying to smooth the demand and supply

curve for faculty into the governance system.

Committee on Educational Policies and Planning (CEPP): Chair Nick Junkerman reported full membership, thanks to a recently added student member, and regular meetings. CEPP is engaged in a range of consultative initiatives right now, including working with Middle States, the structure of off-campus study and exchanges, with the working group on inclusive and accessible teaching and learning, and in a review of the pilot summer online teaching program, determining whether students will be able to take classes online in the summer.

3) Benefits Open Enrollment

VP Vero shared that benefits open enrollment runs from Nov. 6 – Nov. 22 with the benefits fair on Nov. 6. Healthcare costs are increasing. HR currently works with a consultant on employee benefits for our non-union plan. The union is going up by 8.8%. This does not include our non-tenure-track faculty union because they have not negotiated a separate healthcare benefit at this time. Our third-party administrator said that it was likely that our self-funded plan is likely to increase by around 13%. Skidmore is trying to keep things at 10% or below for employees. Our cost sharing is in general about 30% employee, 70% Skidmore. We try to really support our employees on this front. Between Budget and Finance and HR, we decided that we would pass along a 6% increase to the employee premium, which is about half of what we are projecting. The high deductible health plan, is federally required. The deductibles will increase to \$1,650 for individuals and \$3,300 for family, and again, that is the federal rate. We are increasing the PPO and EPO emergency room co-pays from \$100 to \$150 because there are many people using the emergency room rather than urgent care. Prescription co-pays are going up a bit. Generic will stay the same at \$10, but brand preferred will go up by \$5. There is no change to the dental plan to our or the rates. Life insurance will be increasing the supplemental life insurance amount up to \$400,000. Currently, it is at \$250,000. There are changes that are planned for implementation in the beginning of 2025 and have notified the non-tenure-track faculty about these and expect to bargain. IPPC members raised questions about the process for determining the increases that are passed along, as well as the communication, and how these regular increases fits with the work done by the recent Healthcare Working Group. VP Vero suggested that most of the items were implemented and that we need to develop a framework because of the tight deadlines.

4) Program and Operations Efficiency Review

VP Konstalid thanked those members who attended the Oct. 4 Budget Update and he reminded everyone about the state of our five-year financial forecast as it existed last year. We are still in the process of updating it for new information. The preliminary view that we have on the budget for 2026 and in the future years is that we are going to need to make some level of reductions in our budget in order to bring the budget into balance. This has been a topic with our President's Cabinet and each member has started to look at opportunities within their budget. The Cabinet and the IPPC Subcommittee on Budget and Finance are acting as advisors to ensure that we are aligned if we move into a situation where we do need to adjust our operating budget, ensuring that any reductions are as strategic as possible and align with our mission. We are at the point where we are ready to retain some external support that will begin in January 2025. Over the next six weeks, we will start to relay this to different audiences around campus. VP Konstalid asked that this information remain confidential for now. Dean Mosby has been talking with Program Directors and Department Chairs over the course of the last week to relay what we are

thinking as it relates most closely to faculty. There is also a meeting with Extended Cabinet scheduled for Nov. 20 and the Budget Development Update on December 4.

IPPC members raised concern about using consultants as external experts have not always been effective, questioned the need for confidentiality, asked about the cost, and wanted to know about the scope, and who would be coordinating this effort. Dean Mosby and VP Konstalid explained that more details would be forthcoming as the scope of the engagement is secured.

5) Board of Trustees Update

An update on the Board of Trustees October Meeting will be shared with our community next Friday at the Staff and Faculty meetings. There were a few highlights, including the Board unanimously approving this year's Strategic Action Agenda. In terms of budget, we shared with the Board the latest update. By the February meeting, the Budget, Finance, and Infrastructure Board Committee will have a very clear sense of the direction in which Skidmore is going. The Board approves the operating budget in May. At the Board's Student Affairs and the Enrollment Committee meeting, the leadership of Skidmore Students for Palestine asked to have additional time with the Board after meeting with some Board members prior to Commencement 2024. This group reached out shortly before the October Board meeting and three of their membership came and gave a presentation and shared their perspectives to the Board. They were respectful and clear. The Board had a dinner with academic Department Chairs and Program Directors. And the President's Leadership Council was invited to a Board lunch where we heard from our Campaign consultant and discussed expectations and hopes for a capital campaign. The Board continues to reflect on its own self-governance, including formatting committee charters.

6) Call for Agenda Items

No new items were brought forth.

7) Other Business

No new business was brought forth.

The meeting was adjourned at 12:00 p.m.

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