

INSTITUTIONAL POLICY AND PLANNING COMMITTEE

MEETING MINUTES

NOVEMBER 1, 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,
Absent: Adrian Bautista and Carey Anne Zucca.

Guests: Former IPPC Vice Chairs Smriti Tiwari and Kurt Smemo.

The meeting was called to order at 10:31a.m.

1) FEC Audit of IPPC's Operating Code

Vice Chair Rodrigo Schneider outlined the audit that the Faculty Executive Committee (FEC) conducted last spring as they reviewed faculty governance in the College's shared governance system. Former IPPC Vice Chair Smriti Tiwari explained that she helped FEC to look at IPPC subcommittees and saw that they vary with some having their own operating codes, membership size, and frequency of meetings. She spoke with some current and former IPPC faculty members and talked about how IPPC could improve. One of the ideas that emerged was to bring clarity to IPPC's Operating Code, including who has the responsibility for writing the committee's annual reports. In the past, the vice chair has drafted the report and shared with the chair. The Committee affirmed this practice and agreed this process should be codified in the operating code, while maintaining flexibility for exceptional circumstances. The Committee noted some missing reports during the covid-19 pandemic.

Attention was given to the timeline for distributing meeting materials. While materials are typically distributed Wednesday for Friday meetings, members discussed the challenges this creates for thorough review and preparation. The Committee acknowledged the inherent tension between providing the most current information and allowing adequate preparation time. Several suggestions emerged, including clearly identifying items requiring specific feedback and considering meeting frequency in relation to workload demands.

Members agreed to review the subcommittee structure as part of the broader strategic planning process to ensure alignment with current institutional needs and the next Strategic Plan.

2) Campus Sustainability Plan Assessment Update

Kurt Smemo joined the meeting as the new Director of Sustainability for Academic Affairs. He and Director of Sustainability Programs and Assessment Tarah Rowse provided a *Campus Sustainability Plan (CSP)* assessment update. They presented a comprehensive assessment of campus sustainability efforts, reviewing progress on goals established in the 2015-2025 plan. The presentation covered energy and climate initiatives, waste management improvements, food sustainability programs, sustainable landscape efforts, and various engagement initiatives including student programs. They explained that the Campus Sustainability Committee (CSS), a

subcommittee of IPPC, is committed to assessing our progress on meeting these benchmarks. This committee has done this annually since 2015. This committee works to integrate sustainability, propose strategies, and develop initiatives in sustainability, especially around engagement and education. In the past decade, Skidmore has been very active in green buildings (policy and construction), lands and grounds, and engagement, though has made limited to no progress in most operational goals (energy, food, and waste). Director Rowse highlighted that most of the renewable energy and geothermal projects at Skidmore were done between 2000 and 2015. With the addition of CIS, we now have 42%, a little over 800,000 square feet of our building square footage covered with geothermal, our strongest operational achievement.

Director Rowse spoke about utilizing STARS, the Sustainability Tracking Assessment and Rating System, to comprehensively track and assess our sustainability progress in academic, engagement, operational, and planning and administration impact areas. She also provided an overview of our 2024 Sustainable Landscape Plan, which stemmed from campus master planning. Other major initiatives noted included the SGA Green Grant (a partnership with student government), experiential learning opportunities, community engagement, and composting expansion (as related to NY state law).

We ran out of time for questions and answers so it was decided that we would return to this agenda item next meeting.

3) Strategic Planning

VP Woodfork reminded the committee about the [strategic planning 2030 website](#), which explains where we are in the process, outlines the current five planning themes, and has a section for messages on how community members can continue to provide input. We have a call out for white papers and are holding office hours, including with strategic planning vice chair Tiwari.

The planning theme leaders reported:

- **Environmental Sustainability leaders** are working through CSS and are excited about an increased focus on sustainability literacy, bring sustainability more broadly into the curriculum, and proposed becoming a climate leadership signatory. We are tabling and providing a survey.
- **The Economic Stewardship leaders** reported on their review of financial forecasts and FY '26 budget development via the supplemented membership on this year's IPPC Subcommittee on Budget and Finance. They noted the December 4th campus update.
- **The DEI team** is working through the Committee on Intercultural and Global Understanding (CIGU) and has launched a two-part community questionnaire, tabling, a poster to write ideas, outreach to groups soliciting white papers, and will hold two feedback sessions.

- **The Increasing the Endowment for need-based Financial Aid Endowment theme leaders** are examining various affordability initiatives. Having more financial aid would not only reduce our reliance on tuition revenue and our annual operating budget, but would allow us to admit some truly amazing students who would enhance the creative and academic excellence at our institution. They are asking key leaders to submit white papers.
- **The Residential Student Experience leaders** explained that this is an encompassing theme to really understand that our students live here. The IPPC subcommittee on Student Affairs has been hosting group sessions for stakeholder feedback, including senior leadership from Student Affairs and hope to follow-up with conversations with facilities and faculty members to further talk about ways we can support students outside of the classroom. The subcommittee will also be planning a forum to gather faculty feedback, and using posters to get input.
- **The Creativity and Academic Excellence leaders** described their process of gathering feedback through key questions and identified emerging themes from community input. These questions were also shared with key committees, including CEPP, the Curriculum Committee, FEC, and the Middle States working groups, as well Chairs and Program Directors, and an open forum for faculty and staff in Academic Affairs.

Strategic Planning Vice Chair pointed out the need for clarity on what and how the community engagement input is shared. She asked the leaders to consider how they are summarizing the feedback. President Conner gave a preview of upcoming meetings. Our next meeting, Nov. 22, we will return for Q&A on the *Campus Sustainability Plan* updates, an overview of the campus budget update on Dec. 4, and the strategic planning leaders will provide status updates as they prepare to share some findings at our Dec. 6 meetings (IPPC, Staff, and Faculty), followed by a two-month break before the February 7 IPPC meeting, when he will have a draft of the next *Strategic Plan* completed.

4) Call for Agenda Items

No new agenda items were brought forth.

5) Other Business

No new business was brought forth.

The meeting was adjourned at 12:03 p.m.

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