

INSTITUTIONAL POLICY AND PLANNING COMMITTEE

MEETING MINUTES

May 8, 2026

Present: Adrian Bautista, Claudette Castillo '28, Marc Conner (Chair), Amy Frappier, David Hargadon, Tim Harper (Vice Chair), Michelle Hubbs, Daniel Konstalid, Zhenelle LeBel, Ting Li, Yueqi Li, Kerry Nelson, Jess Ricker, Tarah Rowse, Joseph Stankovich, Elizabeth Stauderman, Natalie Taylor, Amy Tweedy, Sarah Vero, Joshua Woodfork, Aiwu Zhao.

Zoom: Samantha Majiedt '27, Ryan Overbey (guest), Murat Yildiz.

New Member Guests: Silvia Carli, Pat Hilleren, Raahim Latif Khan '28, Dylan Kostbar '28.

This meeting was called to order at 10:32 a.m.

1. Approval of April 17, 2026 Meeting Minutes

Without any changes, **the April 17, 2026 minutes were unanimously approved.**

2. Welcome to 2026-2027 IPPC Members and Recognition of Outgoing Members

President Conner opened the meeting noting that this final meeting is an opportunity for incoming members to begin engaging before the fall semester. New members welcomed: Dylan Kostbar (incoming SGA President), Raahim Latif Khan (incoming SGA VP for Financial Affairs), Feryaz Ocakli (Associate Professor of Political Science, unable to attend), Silvia Carli (Associate Professor and Chair of Philosophy), Ryan Overbey (incoming CEPP Chair), Pat Hilleren (incoming FEC Chair), and Melissa Komora (incoming Collyer VP for Advancement, joining in the fall).

Outgoing members recognized: Samantha Majiedt (SGA President), Claudette Castillo '28 (SGA VP for Financial Affairs), Tim Harper (IPPC Vice Chair), Ting Li (FEC Chair), Amy Frappier (CEPP Chair), David Hargadon (Interim Collyer VP for Advancement), and Michelle Hubbs (SRC Co-Chair) retiring after many years of service. The committee expressed warm gratitude to all, with particular recognition for Michelle Hubbs' contributions to the College's civic engagement work.

3. Election of IPPC Vice Chair for 2026-2027

Per custom, the committee elected its Vice Chair for the coming academic year, a role that traditionally comes from the faculty. President Conner placed in nomination Murat Yildiz. Current IPPC Vice Chair Tim Harper seconded. With no debate, the motion was put to a vote and carried unanimously. Murat Yildiz will serve as IPPC Vice Chair for 2026–2027, working closely with President Conner on meeting agenda planning and annual reporting.

4. Skidmore Institutional Guidelines and Policy on the Usage of AI

Interim VP Hargadon presented the final revised draft of the Skidmore Institutional Guidelines and Policy on the Usage of AI document, incorporating feedback from the campus comment

period that closed in April. Refinements included additional input from IT (with thanks to Bill Betterman) clarifying IT's role; new language addressing community well-being and the impact of AI tools on campus; terminology aligned with the developing data governance policy (a shift from "layers" to "levels" for data classification, coordinated with Amy Tweedy); and corrected references to the Subcommittee on Institutional Effectiveness.

SGA President-elect Samantha Majiedt asked whether IT has sufficient staffing to carry this responsibility without overburdening any one team. VP for Finance and Administration Konstalid responded that IT has historically absorbed responsibility for emerging technologies as part of its core mandate, that this work spans multiple IT functional areas, and that IT leadership prefers being central to this process rather than peripheral to it — noting that, like other divisions, IT will need to evaluate its own priorities accordingly. Amy Frappier noted that CEPP will continue developing complementary academic-side guidance next year (academic freedom, intellectual property, accessibility, equity, and teaching in the age of AI), with this institutional policy as a strong foundation for that parallel, distinct effort.

A motion was made by Interim VP Hargadon and seconded by Pat Hilleren for IPPC to endorse the "Skidmore Institutional Guidelines and Policy on the Usage of AI." Without debate, the motion passed unanimously. The policy proceeds to President's Cabinet and the President for enactment. President Conner thanked VPs Hargadon and Stauderman for leading this year-long effort.

5. Skidmore College Event Publicity and Poster Policy

Dean of Students Bautista presented the final draft of the Event Publicity and Poster Policy, the product of approximately two years of work building on existing campus guidelines. The policy formalizes existing practice with updated terminology ("student employees" rather than "student monitors") and a legal review by VP Vero.

- A notable change removes language prohibiting "profanity, vulgarity, or other offensive language and images," strengthening the institution's commitment to freedom of expression.
- The policy does not newly restrict where posters may be placed; it primarily addresses cleanup of expired postings, handled weekly by student employees in the Dean of Student's Office. Enforcement remains "soft," with community members discouraged from removing postings themselves even if believed to violate policy.
- A companion one-page guide (a yellow flyer originally developed by OCM) will be updated to remove the profanity/vulgarity reference and add a QR code linking to the full policy. It is consistent with existing SGA/Office of Student Activities poster guidelines, which SGA President-Elect Dylan Kostbar confirmed had been reviewed previously without concerns.
- Suggestion raised by Director of Zankel Zhenelle LeBel: consider adding guidance on recommended adhesives for exterior postings, since current materials (including duct tape) often fail in rain or wind.

- The Dean of Student's Office will serve as the cognizant office for this policy, consistent with the practice of designating a responsible office for new policies.
- VP Woodfork raised a broader reflection: as guidelines become formal policy, the community should consider what individual responsibility looks like in practice — drawing a parallel to the smoke-free policy, where community members are sometimes uncertain whether and how to address violations. He suggested this as a fall topic: what it means to live by community policies through education and training rather than enforcement alone.

A motion was made by Dean Bautista and seconded that IPPC endorse the Skidmore College Event Publicity and Poster Policy. Without debate, the motion passed unanimously.

6. Operating Budget Update: Fiscal Years 2026 and 2027

VP Konstalid provided the committee's final budget update of the year, covering the anticipated close of Fiscal Year (FY) 2026 and headline elements of the FY 2027 budget, which goes to the Board of Trustees for approval the next week.

FY '26 Year-End Outlook

The above-the-line budget (tied to the 2,370-student on-campus guideline) is tracking close to budget, with a modest projected surplus of approximately 1.2% of revenues (about \$2.4 million). Below-the-line enrollment (students above the 2,370 guideline) outperformed expectations: approximately 69 students versus a budgeted 45-50, generating roughly \$3.5 million in additional one-time revenue.

FY '27 Budget

- Incoming class size assumption reduced to 680 (from as high as 705), reflecting two years of actual results and current market conditions. Combined with roll-off of larger graduating classes and continued study abroad, on-campus enrollment will fall below 2,370 going forward.
- Capital transfer from the operating budget reduced from \$12 million to \$10 million, a necessary step to balance the budget. Contingency was also reset to \$1 million.
- Total FY '27 budget: \$190.6 million, up about 1.1% over FY '26.
- Net tuition revenue, historically ~50% of total revenue, will fall to ~48% and decline approximately 3.7% (about \$3.5 million) versus the current year, driven by lower enrollment assumptions and continued growth in financial aid, consistent with sector-wide trends. Growth in non-tuition revenue only roughly offsets this decline.

In addition, divisional budget reductions across the College total approximately \$2.5 million in compensation costs, achieved through elimination of 10 vacant staff positions, elimination of 5 vacant or vacating faculty lines, and restructuring of approximately six additional staff positions, plus an additional \$500,000 reduction in supplies and services budgets across divisions. VP Konstalid thanked President's Cabinet colleagues and their divisions for absorbing these

reductions, much of it accomplished in the three months since the February Board Meeting, framing it as part of a broader multi-year effort to align staffing with available revenue as positions turn over.

New members asked several orienting questions, such as utility costs, insurance costs, and enrollment (net tuition revenue, transfer students, and international students) and how these items impact the budget and our planning.

7. Campus Sustainability Subcommittee (CSS) Membership Review

Director of Sustainability and Environmental Initiatives Tarah Rowse reported that work is underway, with Kurt Smemo, Dan Rodecker, Natalie Taylor, and Dan Konstalid, to review and realign CSS membership, which currently reflects structures from two strategic plans ago, with current priorities under Foundation 5 (Environmental Future) and the achievable goals for the remaining years of the *2025–2030 Strategic Plan*. This is not expected to be a major overhaul, student, faculty, and most staff representation will likely remain largely intact, but role alignment will be refined over the summer, with a report back to IPPC in early fall. VP Woodfork affirmed the importance of aligning all IPPC subcommittees with the current *Strategic Plan*, building on this year's progress (Land Acknowledgment, SRC transition, Enrollment Opportunity Working Group).

President Conner highlighted a related sustainability achievement: the College's two largest buildings, the Center for Integrated Sciences and the McCaffrey-Wagman building, will be Skidmore's first LEED-certified buildings, reflecting the building and renovation policy that now mandates LEED certification for major new construction and renovation.

8. Closing Remarks and Looking Ahead

President Conner noted that IPPC does not meet over the summer absent a crisis. President Conner thanked the committee for an extraordinarily productive year, spanning detailed policy work (AI guidelines, poster policy, Title IX) and major institutional milestones (Middle States reaccreditation, the Land Acknowledgement), and structural governance work (subcommittee realignment with the *Strategic Plan*). He thanked all members for their contributions and offered praise for outgoing Vice Chair Tim Harper, who offered brief closing remarks, expressing gratitude for his time on the committee.

9. Other Business

No other business was brought forward.

The meeting was adjourned at 11:45 a.m.

Summary document assisted by Claude AI.

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