

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
SEPTEMBER 27, 2024

Present: Adrian Bautista, Marc Conner (Chair), Eriko Fujita, Timothy Harper, Michelle Hubbs, Masako Inamoto, Nick Junkerman, Bradley Kadetz, Dan Konstalid, Josh Maxwell '26, Amy Oh, Beth Post, Jess Ricker, Tarah Rowse, Rodrigo Schneider (Vice Chair), Stan Stankovich, Elizabeth Stauderman, Dwane Sterling, Amy Tweedy, Steven Vano, Dominique Vuvan, Joshua Woodfork, Caey Anne Zucca.

Absent: Dorothy Mosby.

Guests: Associate Dean of Student Affairs Julia Routbort Baskin, Health Educator Kristen Corcoran

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

1) Skidmore College Smoking Policy Revisions

President Conner welcomed Associate Dean of Student Affairs for Health and Wellness Julia Routbort Baskin and Health Educator Kristen Corcoran. Dean of Student Affairs Adrian Bautista highlighted that since COVID-19 more smoking is happening on campus and needs to be addressed. Julia explained that the smoke-free policy started in 2019 when we worked closely with Glens Falls Hospital. Last year the IPPC Subcommittee on Student Affairs discussed changes. The key changes in the revised policy include an expanded definition to include synthetic tobacco products and cannabis, ban on sponsorship and advertisements on campus, updated location list and enforcement information. Kristen explained that we have enhanced smoking cessation resources for students. Members had clarification on policy language and enforcement, how vape-free is included, and consideration of medical exemptions. The revised policy was unanimously reaffirmed by the committee.

2) COVID-19 Updates

Julia Routbort Baskin explained that we are in the endemic phase and this means we shifted to changes in COVID-19 testing and isolation requirements based on the CDC guidelines. The COVID-

which were formed years ago, based on a previous strategic plan, that have not been revised in a while. Should there be some norms, some common elements to these subcommittees? Chair of the Faculty Executive Committee (FEC) Dominique Vuvan stated that last year FEC conducted a committee audit as part of the review of faculty governance focusing on committee workloads and operating codes as a way to better understand how faculty were contributing to governance. She noted that last year's IPPC Vice Chair S Tiwari compiled notes highlighting the need for clarity and understanding of some of IPPC operations, including what is IPPC the subcommittees operate. How does IPPC regularly update the community? Chair Conner emphasized IPPC's role in advising on policy recommendations and noted that we will consider the subcommittees with the next strategic plan.

4) Strategic Planning

VP Woodfork reminded the committee of the July strategic planning memo and explained that reported that more community engagement will include a call for white paper and encouraged participation. We will also work with Strategic Planning Vice Chair Smriti Tiwari to assign two point-people on each of the five themes that have emerged. These point-people will help to determine the forms of community engagement that are needed for each theme to give us further input. Again, we are looking to receive all community input by Thanksgiving Break. Then we will offer some ideas that emerged in early December. We aim to have a penultimate draft of the next plan by February 2025 and then to present a final Plan for approval to the Board of Trustees in May 2025. Please continue to consider ways we can hear from the community. We need to bring specificity to these themes and some clear, measurable goals. We also want to come up with a skeleton of how we are going to do this work over years, thinking about where we want to focus our resources.

5) Strategic Action Agenda (SAA) 2024-2025

Chair Conner reviewed last year's SAA goals. This year, we have

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some departments indicated that in anticipation of the call for new items, they had put time into preparing for requests. In the Spring, the administration indicated that we would work towards an earlier communication in the next planning cycle. We have moved to earlier development of an enrollment forecast. Endowment income is also a major driver of our budget. Some of those quarters have not happened yet, so we need to estimate what they are going to be. We will have a better sense of some of our benefit obligations when we turn the calendar year in January. We have contracts that are being negotiated now as we put together a full financial forecast. We are working to bring the 2026 budget into balance which doesn't appear to be balancing at the moment. Based on our outlook as it stands now, we do not see ourselves being in a position to be able to make additions to the budget in Fiscal Year 2026. For a second year, we do not see ourselves in a position to be able to add the number of approved lines that we have right now or to make other additions to the budget beyond what is currently provided for. This will be the focus of the first of two budget community updates. The second budget update will occur two months later on December. Ultimately, this budget needs to be approved by the Board of Trustees.

8) Call for Agenda Items

President Conner shared that Title IX Coordinator Aue will be reminding the community about reporting and processes at the Staff and Faculty Meetings and that General Counsel and VP Sarah Vero would have further updates about our compliance with Title IX and Title VI.

9) Other Business

No new business was brought forth.

The meeting was adjourned at 12:02 p.m.

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