

**INSTITUTIONAL POLICY AND PLANNING COMMITTEE**  
**MEETING MINUTES**  
**November 20, 2020**

**PRESENT:** Cerri Banks; Mary Lou Bates; Joerg Bibow, Vice Chair; Rachael Borthwick '21; Marta Brunner; Marc C. Conner, Chair; Michelle Hubbs; Carolyn Lundy; Martin Mbugua; Donna Ng; Michael Orr; Joe Porter; Levi Rogers; Mark Rye; Casey Schofield; Kurt Smemo; Joseph Stankovich; Dwane Sterling; Amy Tweedy; Peter von Allmen; and Joshua C. Woodfork.

**ABSENT:** Melanie Nolan'23.

**GUESTS:** Associate Dean of Student Affairs for Health and Wellness Julia Routbort.

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

**1. Approval of Meeting Minutes from the November 6, 2020 Meeting.**

A request for a qualifying word correction was made to the draft meeting minutes of November 6, 2020. With no other proposed changes, the **minutes from the November 6, 2020 meeting were unanimously approved.**

**2. President's Report**

President Conner referenced the email to the community of November 18, "[Student Meetings - Key Takeaways and Immediate Action Steps](#)," where he outlined what he has learned from conversations with students. The President commented on the success of the student meetings while noting that they were difficult conversations. He explained that he actively listened and that the topics covered with students varied immensely. The President affirmed moving forward racism who might contribute and

compensating individuals who step forward and engage in this work. agreed that the idea of compensation is valid, but worried about as compensation is expected for community work. IPPC members voiced trainings and subsequent mixed impacts.

cultural and Global Understanding (CIGU) Co-Chair and College e stated CIGU met recently to discuss the immediate action steps outlined ail. CIGU supports action and is eager to further understand the call for over, CIGU noted the importance of trainings being meaningful and air and Vice President for Strategic Planning and Institutional Diversity IPPC to further connect these student conversations to the recent survey bias, discrimination, harassment, and hate. President Conner applauded stated students have made it clear they want more training for more unity.

An IPPC member commented how the new Deputy Chief Diversity Officer/Center Director and the Director of the Office of Student Diversity Programs positions will be able to contribute to these conversations and work. IPPC suggested we allocate resources from inside the institution as a first priority for the specific institutional work that we are being called to do, and then supplement with outside resources. President Conner referenced our recent membership with the University of Southern California (USC) Race and Equity Center's Liberal Arts College Racial Equity Leadership Alliance (LACRELA) as a founding participant. He stated this outside resource can complement and add additional perspective to the work that needs to be done. An IPPC member stated we need to build bridges and connect the work that has already happened with the work that needs to occur, emphasizing that student voice is central to our efforts.

IPPC members raised the significance of getting to the root causes of bias and the importance of having these behaviors stop. Members noted the requirement of training versus an opt-in approach. Members also considered our process of reporting bias and discrimination and highlighted ensuring that students and employees feel able to report, and trust in the process. An IPPC member commented there needs to be an understanding that everything that is reported does not necessarily rise to an incident of bias. Moreover, the feedback loop needs to be clear in terms of outcomes and sanctions, including public responses, personnel matters (employees), and conduct (students). We need to think about the multi-distributive ways that we can manage these issues, feedback we can provide, and ultimately communicate these actions to the community. It was acknowledged that pro-active prevention is useful.

President Conner applauded the work the community has engaged in and signaled his appreciation of the suggestions brought forth by IPPC as we move toward implementation of our action steps. He suggested that there are three prongs of work needed to be accomplished: anti-racism and anti-bias training, addressing safety in our community, and reviewing communication/expression/social media discourse. IPPC members thanked President Conner for engaging with and actively listening to student concerns, and for calling the community together to act upon these concerns.

### **3. Winter/Spring/Summer Planning**

Associate Dean of Student Affairs for Health and Wellness Julia Routbort provided an update on COVID-19 cases and quarantines since the communications to the Skidmore Community of November 15, "[COVID-19: Heightened precautions, modified operations](#)" and November 16, "[COVID-19: All learning now online, additional coronavirus testing available.](#)" She reported the COVID-19 dashboard is up to date. There are 126 students in quarantine and all of the current quarantine beds are filled at this time. See Demepiepmber 16,

Services anticipated there will be some additional positive tests this week. There is currently a 24-hour delay on testing due to caseloads. Skidmore's positivity is still below 3%. The Saratoga Department of Public Health has officially turned over the managing and tracking of student cases to Skidmore due to the rising number of cases in Saratoga County.

She stated testing operations will continue over the winter break for students and employees, but at a reduced testing rate and scope. Testing days will be reduced to Monday and a half-day on Tuesday to accommodate the students who will remain on campus and those employees whose job responsibilities require them to work on campus over the break, and who are not exempt from the new testing scope. Our relationship with the Broad Institute will continue for the spring semester. The testing schedule for the spring semester will be weekly on Monday, Tuesday, and Wednesday. The Broad Institute has built extra test processing capacity for campuses experiencing outbreaks so in the event of increased cases at the start of the spring semester could add additional test capacity if recommended by Public Health.

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- x January 22 any student who can be tested at home before arriving with a negative result.
- x January 26 last day any student who can be tested at home with a negative result should arrive on campus in order to begin classes in person on February 2.

She reminded IPPC all protocols and date recommendations are subject to Work State governance and can change based on infection rates. The Dean of Students' Office is working on a new spring semester COVID-19 student pledge in partnership with a student working group. They are aware of the increase in student needs due to the decrease in student spaces, and will be looking at ways to meet those needs as the spring semester approaches. Dean Banks thanked Vice President for Finance and Administration and Treasurer Donna Ng and her team for the support provided to Student Affairs during the fall semester.

#### 4. Collyer Vice President for Advancement Update

President Conner provided an update on the search for the Collyer Vice President for Advancement. After interviewing four search consultant firms, Skidmore has decided to partner with the search firm of Isaacs Miller. President Conner is currently working on formulating a search committee. He thanked Faculty Executive Committee (FEC) Chair and Associate Professor of Psychology Casey Schofield for her engaging faculty to serve in this process. Ground work for the search will begin in December and will include advertising the position. President Conner spoke to his enthusiasm and excitement surrounding the appointment of a new member of the President's Cabinet.

#### 5. Review Spring Semester IPPC Meeting Dates

VP Woodfork reviewed the spring semester IPPC meeting dates with the first meeting held on Friday, February 5, 2021 and the goal of holding two committee meetings per month. He stated we may bring IPPC together before February if there is a necessary consultative moment.

#### 6. Call for Agenda Items

VP Ng announced that an overview of OKTA security system, complete identity, cloud-based security solution being sourced by Skidmore, will be presented at IPPC meeting, December 4.

President Conner stated the Campus Master planning process will be discussed next meeting.

VP Ng stated the IPPC Healthcare Working Group (HWG) has met twice. Next IPPC meeting, the IPPC HWG is ready to update IPPC on their progress. Co-Chair Tim Harper will join.

#### 7. Other Business

VP Woodfork presented a brief overview of the recruitment prospectus for the Deputy Chief Diversity Officer/Center Director and the Director of the Office of Student Diversity Programs positions. He stated they are hoping for robust applicant pools and asked IPPC members to please broadly share the recruitment information with their networks. He thanked the Communications and Marketing team for their collaboration on developing the prospectus.

Meeting adjourned at 11:51 a.m.

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