

**INSTITUTIONAL POLICY AND PLANNING COMMITTEE  
MEETING MINUTES  
September 18, 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;

community norms. The meeting is then paused and they check in with person who raised concern to understand what happened. This practice will allow members to know there are safeguards in place, aiming for inclusive processes in place for engagement.

President Conner provides an update on Skidmore's reopening progress. Week 4 finished by completing over 12,000 tests. There have been three positive COVID cases, with one positive case last week that led to four quarantines. He noted the quick identification and contact tracing with no spread of the virus, a testament to Skidmore's system.

He reflected on the first monthly campus-wide staff meeting that occurred two weeks ago. The staff are appreciative of the meeting, communication and information sharing. The main concern brought forward was job security. During the faculty meeting, the main focus of questions were on the Racial Justice Initiative and course evaluations.

The College is in the middle of a search for two diversity, equity, and inclusion (DEI) positions. These positions were created by consolidating four positions into two. Trustee Linda Jackson Chalmers '73 will be the chair for the new Board of Trustees DEI committee.

Lastly, there will be significant programming surrounding the 2020 election. President Conner has asked groups on campus to channel information and offerings on elevated programs to the office of Communications and Marketing, which is developing a web portal.

3. Anti-Harassment and EEO Policies and Procedures: Donna Ng and Sarah Vero  
 President Conner noted that these changes are mandated by Federal law. He welcomed Interim Human Resources Director Sarah Delaney Vero to provide an overview. Director Vero began with an overview of three major changes to the IX Policies and Procedures. These policies now apply to faculty and staff, the changes align with New York State Human Rights Law, and finally the changes align with the college's DEI goals and best practices. The only change that was made to the introduction was to include race, including traits historically associated with

the informal complaint policy procedure will shift the burden of bringing a formal complaint to the College rather than the complainant.

A committee member asked if there is protection over harassment regarding political beliefs given the current political climate. Director Vero explained that there is protection over freedom of expression and the ability to participate in political activities, but not harassment under existing law. Dean of the Faculty and Vice President for Academic Affairs Michael Ornelo noted that he and Faculty Executive Committee (FEC) Chair Casey Schofield need to have a conversation on how to make faculty aware of these changes at a faculty meeting.

#### 4. Fiscal Year 20 Results

Vice President for Finance and Administration and Treasurer Deana Ng stated that the IPPC Subcommittee on Budget and Finance met on September 17, 2020 to review the Fiscal Year (FY) 2020 actual results. The FY '20 audit was completed and reviewed by the Trustees' Audit and Risk Management Committee. VP Ng noted that the FY actual results above the line showed revenue of \$159.4 million with expenditures of \$157.1 million, resulting in an operating surplus of \$2.3 million. There were 71 over enrolled students, providing a total below the line operating surplus of \$5.2 million. The College did not take \$360,000 from the endowment to support campaign related expenses because of the surplus. The primary line item that contributed to the \$2.3 million of underspending was employee benefits. The major reason for this was

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has been finalized. There has been overwhelming support to eliminate Spring Break due to current health concerns, along with beginning the semester a week later. The Spring semester will begin on Tuesday, February 2<sup>nd</sup> with one day free of classes, most likely a Tuesday to discourage travel, during the middle of the semester. The to r9u (nd)Tj Tc 0 Tw 12 0 0 12-hheue tng t at ad