

INSTITUTIONAL POLICY AND PLANNING COMMITTEE
MEETING MINUTES
March 23, 2018
10:30 a.m.

PRESENT: Mary Lou Bates; Marta Brunner; Grace Burton; Sean Campbell; Paul Calhoun; Bill Duffy; Kira Geary '18; Greg Gerbi; Lisa Hobbs; Hèdi Jaouad; James Kennelly, Vice Chair; Kris Leggiero; Martin Mbugua; Crystal Moore; Eric Morser; Levi Rogers; Joseph Stankovich; Nicki Werner '18; Michael D. West; and Joshua C. Woodfork.

NOT PRESENT: Cerri A. Banks; Philip A. Glotzbach, Chair; and Tim Harper.

Guests: Barbara Beck.

With President Glotzbach traveling on College business, Vice Chair James Kennelly called the meeting to order at 10:30 a.m.

1. Approval of Meeting Minutes

IPPC **approved** the minutes from the February 16, 2018 meeting.

2. Anti-Harassment Training

As President Glotzbach announced at the beginning of the semester, the College is renewing its efforts around anti-harassment training and paying attention to recent national events and movements. Barbara Beck, Associate Vice President for Finance & Administration and Chief Human Resources Officer, informed the committee that the College has maintained an Anti-Harassment policy for at least 21 years, and most recently updated this policy on February 8, 2008. The major update was worked on by a working group of administrators and faculty beginning in August 2007, approved by many bodies including the College's attorney, IGUTF (now CIGU), the Academic Affairs Committee of the Board of Trustees, CAFR, CAPT, FEC, IPPC, the College Faculty, and incorporated into Part Six of the *Faculty Handbook*. She reported that all new employees are expected to participate in an "in person" training when they are hired—within three months of the hire date—~~and going forward will be updated (a) (8) (e) (C) (I) (D) (F)~~

check-in and feedback moments over the last year. Key goals for the website update included: clear content, cleaner design, mobile first, ADA compliant, faster delivery of content, standardization of design & content, more video and social media delivery.

Martin referenced the recent statement from Mary Lou Bates, Vice President and Dean of Admissions and Financial Aid, regarding student protests and noted that this received an extraordinary number of hits/shares when it was posted. It remains the highest-ranking post within past six months.

6. Office of the President Updates

As the President was away, he will provide a report at the next meeting. Michael West, Vice President for Finance and Administration & Treasurer, noted that during the recent February Board of Trustees meeting the Board approved the key assumptions for the FY '19 budget and the FY'19 Capital Budget.

7. Other Business

Paul Calhoun, Dean of Special Programs, reported that the external review in Special Programs has been scheduled for April 16th and 17th. Some people will get invitations to participate with the external review team and he encouraged anyone else interested in participating to contact him.

8. Call for Agenda Items

Joshua Woodfork, Vice President for Strategic Planning and Institutional Diversity, reminded the