

**INSTITUTIONAL POLICY AND PLANNING COMMITTEE  
MEETING MINUTES  
February 12, 2021**

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

**ABSENT:** Melanie Nolan '23.

**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 February 5, 2021 Meeting.**

A motion was made to approve the meeting minutes of February 5, 2021. With no proposed changes, **the minutes from the February 5, 2021 meeting were unanimously approved.**

**2. President's Report**

President Conner called for a moment of silence in honor of the recent passing of one of our students, Samantha Sasenarine '21. Following a medical emergency on the evening of February 5, Samantha was taken from campus to Saratoga Hospital, where sadly she later died. The

substantial growth of the Tang Teaching Museum and for the Arts, and the reassessment of the faculty/staff student ratios in tandem with faculty/staff support.

2) **Access**

goals with planning developed now in the late spring in collaboration with IPPC and other key constituents. It was suggested that we consider strategic work coordinated at a divisional-level versus a college-level, and to provide the strategic planning final documents

with COVID-19 for the remainder of the spring. We are anticipating that we will receive \$1.5M in CARES ACT funding. This will be used to offset COVID-19 related expenses. VP Ng noted that Skidmore is also expected to receive \$800,000 in funding from CARES ACT II that will be used directly for COVID-19 related student support and has no budget impact.

VP Ng noted that we have been able to achieve a \$3.3M savings for FY'21 in our services and supplies budget. She thanked the community their efforts to help realize substantial savings. Additional savings were realized through the salary freeze and the model currently shows some over enrollment. She reported that the endowment performed very well and was able rebound in September-December 2020 and have a positive impact on the budget, despite a significant drop in March 2020 due to COVID-19. VP Ng noted that we will be able to transfer \$1M of capital funding in FY'21 for use in FY'22. The current forecast for FY'21 is almost at breakeven.

FY'22 operating budget assumes a comprehensive fee increase of 3.5% and above the line enrollment. The Skidmore Fund is forecasted to increase by 1%, no change to the endowment take out, and a general salary adjustment (GSA) of 2.5% with a 2% GSA for union staff per their contract. Healthcare costs are modeled to increase by 10%. Due to challenges in the drop of summer revenue from COVID-19, it is forecasted that we will need to continue the implementation of a hiring freeze, but not at the FY'21 level. To balance the FY'22 budget we will need to have a reduction of 1% to the services and supplies department (20 due)-1 (. )3 (t)-2 ys-2 (he)a a

