

Minutes of Faculty Council Meeting

March 12, 2024

The meeting was called to order at 12: 33 pm by the president Dr. James Gallagher.

1. **APPROVAL OF AGENDA** – the agenda was reviewed and approved.
2. **APPROVAL OF MINUTES- 2/13/2024** – The minutes were approved with the following corrections to be made- “faculty affair” should be changed to “faculty affairs”
The name “J.awahar should read Jawahar. The name “Donahue” should be changed to “Donohue”
3. **MEMBERS OF THE COUNCIL PRESENT:**

Dr. Marilyn Button

Dr. Vilma Davis

Dr. James Gallagher

Dr. Pamela Kennebrew

Professor Christina Kerns

Dr. Jawahar Pathak

Dr. Sam Williams

Professor Dafan Zhang Esq.

Maxine Cook - Faculty Affairs

Professor Brandi Berry – Parliamentarian

Dr. Karen Baskerville – Board Representative

4. DISCUSSION ITEMS

- a. **Adjuncts Pay-** It was mentioned that multiple documents were reviewed from various universities concerning adjuncts’ pay with the observation that all of the articles reviewed had a higher pay for their adjuncts than here at Lincoln. Although there was a pay increase two years ago from \$875.00 per credit to \$900.00 for which we are grateful, it was simple insufficient and not attractive when trying to recruit qualified adjuncts. It was stated during this discussion that faculty accepted the \$900.00 per credit that was offered instead of pushing back when in essence the university has the ability or the freedom to pay more.

When asked about involving the union it was made clear that the Union does not negotiate adjuncts pay, however the union may be able to enforce that the university pays their adjuncts

more. There was much discussion about the volume of overload that some faculty routinely have. It was noted that some departments will have faculty with 8 credits of overload and some will have as high as 15 credits of overload per semester. It was pointed out that this volume of overload is more evident in the Mathematics, English and Engineering departments. This heavy overload results from the inability to find qualified adjuncts to teach. In addition, it was noted that the maximum credits that can be taught by adjuncts is eleven which also contributes to the need for faculty to teach extra credits resulting in overload. SACE was mentioned as being heavily dependent on adjuncts and this conversation was welcomed and seen as necessary. One important observation made was the fact that SACE was in a city with high taxes, which further makes the present adjunct pay so inadequate. Other schools around SACE pay much higher to their adjuncts. As a university there is the need to be sensitive to the expertise that adjuncts do have. The poor pay by Lincoln was evident as one person, mentioned working in the capacity of an adjunct and received at least \$1100 for an entry level course to as high as \$10,000 for a 5 credit master's level course.

Although there is a need for more adjuncts the reminder was given that there is a cap on the amount of adjuncts we can have which is 15% overall, we are already at 25% - and hence cannot realistically have more adjuncts. As it stands there is certainly a need to hire more full time faculty or increase the salary paid to adjuncts. A proposal was made to survey faculty and have their input concerning the salary. As pointed out, when there are adjuncts covering a quarter to a half of the curriculum it makes it difficult to ensure that students leave with a certain amount of necessary content. It was argued that the University cannot say no to both requests of raising adjunct salary or hiring more faculty. In theory, however, both these options should be considered by the university as we are still below the amount of faculty required. Dr. Gallagher, will take this concern to the Union for consideration when they next have negotiations. Before this is taken to the union there is need to gather the data around how many adjuncts we are paying, and how many credits they teach (which is available as this information is sent to the union each year).

The question was posed if department chairs ask for higher salary when hiring and did they get any push back when they ask. Some chairs admitted to asking and receiving some push back. An additional question posed for the chairs was concerning, post- Covid-19 enrollment. If enrollment is down would the need for more adjuncts still be a factor. However, even with a lower enrollment some still do need more adjuncts as they now have less faculty. The current adjuncts are reliable however, if the need arises for one too late, most times the adjuncts have already taken another job and is not available. In addition to taking this concern to the Union, Dr. Gallagher will also gather information from Dr. Kerns and from anyone else who may have supporting data for an increase in adjuncts' salary.

- b. **Math Requirements** – Concerning math requirements, it was pointed out that there are some students who may take Math 101 or 102 while making a decision if they want to pursue the natural sciences or social sciences track. If they make the decision to do the social sciences track they are then required to take Math 106, which does not seem justified if the student is

not a math major. In advocating for the students, it was proposed that any major that is a non-math major could take any of those math courses (Math 101 or 102) and it would satisfy their math requirement as a freshman. This is apparently not a requirement from the Math department but General education. On the other end, other students may come in and started in the social sciences track and then switch to natural sciences and have already taken Math 106, they would need to then take Math 101 as this a pre-requisite for taking college algebra which they would need. This reverse was not seen as a problem for these students, which may have already taken a placement test and are already strong in math.

It was suggested that instead of calling or emailing Gen Ed, the better policy is for Faculty council to task a committee to do the job. It was recommended that Faculty Council task the Gen Ed committee to consult with the Math department to look at the Gen ED requirements for Math and determine if Math 101 or 102 can substitute for Math 106 for those students wanting to pursue a social sciences track. This was proposed as a resolution and was voted on- all persons present were in favor of it and the motion was passed.

- c. **Admissions Committee-** It was discussed that there are changes being made to the Satisfactory Academic Progress (SAP) program for individuals that are coming in to have a narrative to follow. It was pointed out that this proposal was received by the council late and there is no one present from the Admissions committee to address questions. There is need for more information, the narrative is not clear and the changes being made is not fully understood. It seems to be saying 2.0 GPA to graduate but this is something already known. Considering the need for clarity it was recommended that this discussion item be tabled. The admissions committee wanted these changes to go before the faculty at the April meeting, so there will be a need to have another faculty council meeting towards the end of the month and the SAP revisions can be addressed then before the April faculty meeting.

Due to the many proposals that came through to faculty council and at different times it made it challenging for some to easily have the documents in place for easy retrieval. It was recommended that we institute a better way to keep information together for faculty council meetings. Information can easily become lost especially when they come in at different times. It was pointed out that there was once a Canvas page- but it is no longer operational. It was proposed that the faculty council page be updated so all relevant information is there. The most important thing is having place for storage in whatever form we can do it.

- d. **4 Credit model-** It was pointed out that the 4 credit model was addressed in an email that was sent out recently by the president. A template was attached with the breadth, depth and foundational courses to be broken down. The teach-out and Curriculum plans need to be submitted by all the departments that are moving forward with the 4 credit model. These will be collected by Dr. Gallagher and will go to ED Policy for approval before revising syllabi to

make sure everyone is in compliance. It was pointed out that an Ad Hoc committee was formed with representatives from every department and the committee will continue into next year. This will be a pilot study seeing that not every department is ready to adopt the 4 credit model for fall of 2024. Faculty council and the Ad Hoc committee will come up with the criteria for accepting or refusing 4-credit model courses presented by departments. Teach out plans still need refining by some departments. The Registrar, it was pointed out is also looking at a block schedule.

As was noted, President Allen sent out a memo invitation to individuals to be a part of the ad hoc committee which requires a yes or no response. It was pointed out that there seem to be a slow response by individuals, however others may have replied but not used “reply all” and so the true response rate cannot be gauged correctly.

It was asked if the Ad Hoc committee included Non -curriculum departments- such as financial aid, registrar and student success. It was recommended that this be considered as the effect of the 4-credit model change on students can go beyond the classroom. Students who do athletics presently have problems with class time which may get worse with the proposed changes coming. It was not sure if these departments other than registrar were included.

The importance of letting students know the number of credits they will need to have for graduation 120/128 credits, was again emphasized. It was pointed out that this will need to be addressed by the entire ad hoc committee. In the fall, some majors will have 3 credit courses and some 4 credits. It is suspected that 120/124 will be the graduation requirement until everyone is on the 4 credit model. As a reminder the fact that FYE, HPR were dropped and the AA experience is being incorporated in the Social sciences this will make 3- 4 less courses available. Some persons expressed concerns about the AA experience and feel that further work needs to be done to ensure that the original intent of the course will still be met.

In answering the question concerning what the ad hoc committee will be approving: they will review information presented by departments for their various programs to see if the information is feasible with what is being planned as well as with their field of study.

Updating course syllabi and course descriptions, will not be the focus of the initial Ad hoc-committee approval meeting. The task is to simple to plan, then move to next step.

Other observations - Some departments will be combining courses and will need a new syllabi. The recommendation was that departments submit their 4 credit model as tracks, and submit one of each track.

FYE was revisited – it will be rolling into Student success as a non- credited program, however it is not optional but required.

Other questions - Do we teach 2 days a week for each class with the 4 credit model? It was determined that the schedule will not change much except for 3 credit courses- going to 4 credit courses. It was made clear that one cannot just increase from 3- 4 credits without spending more time with students and there are a variety of ways to handle the extra time

needed with students. It was mentioned that Arts department is looking for larger blocks of time for their classes.

Dr. Dameron reported receiving 2 new classes from SACE- which came in late and looks like it incorporates a curriculum change. The thought was that Ed policy should not have a problem with this as the change proposed is moving from two concentrations to one. This is as a result of the continued decreased enrollment after Covid-19. This change was been worked on since October 2023.

A full explanation was given by SACE as to the need for a change in the curriculum.

As pointed out there were actually two programs in one and when the program split the number of students in each was getting significantly lower each time. With the proposal of having a Finance and accounting track, this would bridge the gap. Students would be able to stay together from beginning to end and not have to separate. The proposed date to start is in fall of 2024. It was noted that the revamp would include research for the MBA graduate. It was recommended to Table this proposal until Ed policy completes their review. This will also give the committee a chance to review the proposal which was not done seeing that it was received late.

It was mentioned that there are new appointees for faculty council and the need for a proper transition.

ANNOUNCEMENT: There was no announcements

ADJOURNMENT: Meeting was adjourned at 1:50 pm.

Submitted by Vilma Davis