

**Lincoln University Faculty
Meeting Minutes
February 5, 2019, 12:30 PM
Ware Center Theater**

**Patricia Pierce Ramsey, Ph.D.
Provost and Vice President for Academic Affairs Presiding**

The meeting was called to order by Provost and Vice President Ramsey at 12:36 p.m.

A. PRESIDENT’S REMARKS, Brenda A. Allen, Ph.D.

- a. Introductions: Ms. Dafina Blacksher Diabate– Director of International Programs; Mr. Marc Partee– Director of public safety and police
- b. We are in the final stretch of self study document to be edited and link documents. Upload final document to Middle States Website Feb 7, 2019. Lincoln will use George Washington University self study website as a template to create a booklet summary of the self study and LU standards. Self study team from Middle states will be on campus from March 17-20, 2019.
- c. Dr. Allen spoke at the Martin Luther King commUNITY breakfast at Oxford. She connected to a lot of interested people and organizations in the surrounding areas. Dr. Allen was subsequently invited to do a similar speech at St. Christopher’s Church and she met the Mayor of Oxford who is a Lincoln grad.
- d. At the Oxford speech Dr. Allen was asked whether there was any continuing ed for the surrounding community.
- e. Faculty suggestion to be more engaged and presence with Kennett Square events.
- f. English special topics class is connecting with the Kendal Retirement center - students will be connected with a member of the Kendal community. Class is titled: Your story, My story, Changing the World.
- g. During a lecture in Harrisburg for Black History Month, it came to light that the chairman of the black caucus has not come to LU, and he was invited to visit the campus.

B. PROVOST’S REMARKS, Patricia Pierce Ramsey, Ph.D.

- a. Outreach: Discussed that LU has been doing a lot of outreach with the band and choir. We have more work to do to get out to our surrounding community. Lincoln has been invited to participate in a cybersecurity initiative for HBCU’s. Dr Ramsey has been invited to speak to high school counselors to discuss the importance and differences between HBCU’s - Specifically the Liberal Arts Mission we are working on.
- b. Self Study: The Provost will challenge the University community by creating a trivia game with prizes about the self study.
- c. Student Success: Students from out of state may need different types of faculty support. We need to use grades first for absences so that students can be communicated with if they are missing class. Students may be in trouble and need support, other than educational, but if there are no alerts these issues can not be addressed.

- d. Ed Policy committee: Two students on the committee brought raised the issue of grades on transcripts- Removing F's on transcripts when a class is repeated. Best to make assessments of students and suggest a withdrawal for students who can not pass the class. This will still give 0 credits but it will not be an F on transcripts.

C. RATIFICATION OF AGENDA

- a. A quorum of 61 (main campus) + 6 (grad center) voting members was established. A minimum of 51 members are needed for quorum
- b. The agenda for the February 5, 2019 Faculty Meeting is moved seconded, and approved.

D. RATIFICATION OF MINUTES

- a. The minutes from the December 4, 2018 Faculty Meeting are properly moved, seconded, and approved as posted.
- b. The minutes from the November 6, 2018 Faculty Meeting are properly moved, seconded, and approved as posted.

E. FACULTY COUNCIL REPORTS AND ACTION ITEMS

- a. Faculty Council (FC), Moses Haimbodi, Ph.D.
 - i. No action items.
 - ii. GradesFirst: Mathematics department instituted a required intervention plan where they enter attendance and progress reports. The problem is that there was no feedback and students would continue to miss class and do poorly in class. Mr. Roundtree would like to have workshops to help faculty work with grades first. Now Mrs. Poe will oversee gradesfirst and will be targeting students who need support and working with a special advisor and the class deans. They will work with faculty to give feedback on classroom issues.
 - iii. FC recent activities: 1. Survey results from last semester will be posted on faculty portal, suggestions in the survey will become Agenda items for upcoming FC meetings. 2. Dr. Taylor-Benns presented Strategic Enrollment Management (SEM) plan at the last FC meeting and addressed quite a number of questions from members. 3. FC working on draft of document to be sent to By-Laws Committee on the 1st of President's charges; 2nd charge passed onto PTS committee.
 - iv. Two charges from the President: 1. Faculty Committee Structure review
2. Annual Faculty Evaluation and Tenure, Promotion and Sabbatical Processes.
 - v. Next FC meeting February 12, 2019. All standing committees with action items should be sent to William Donohue before the meeting.

F. REPORTS/DISCUSSION

- a. Faculty survey about General Education, Anna Hull Ph.D; Gen ed committee
 - i. Invitation for faculty to attend gen ed committee meeting Friday Feb 8, 2019 Science Building 2PM Library room 116.
 - ii. CETL held workshops for rubrics for ILOs 1 & 2. The Gen Ed Committee needs help with communications, english and VPA to develop rubrics for visual and written communications.
 - iii. Gen Ed Committee needs input about what we should be doing with Gen Ed. There is a QR code on the back of the agenda that has a survey.
- b. Fulbright Faculty Programs, Emmanuel Babatunde, Ph.D
 - i. Suggestion that we assist faculty in competitive grant writing specifically with international grants and summer projects. If any department or faculty is interested they should contact Dr. Babatunde. babatunde@lincoln.edu

G. ANNOUNCEMENTS

- a. Data collection for the Pennsylvania State Snyder Report, Ms. Nancy Smith; OIERP
 - i. State mandated report required by all full time faculty for fall and spring semester.
- b. Writing & Reading Center (WRC,) Samma Gamie Ph.D.
 - i. Support students to go to the WRC. Flyer distributed with open hours.
 - ii. Workshops every monday on different topics. Topics listed in the communications bulletin.
- c. Dr. Ihjkerika
 - i. Tomorrow Department of history et al has a brown-bag meeting that discusses the challenges of democracy and global relations - Nigerian election wellness center 135 4-6 pm

H. ADJOURNMENT

- a. The meeting adjourned at 1:48

Christina Kerns, Secretary