

**Lincoln University Faculty
Regular Meeting Minutes
Tuesday, 6 February 2018, 4 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 4:07 p.m.

A. PRESIDENT'S REMARKS, Dr. Brenda A. Allen

- a. Strategic Plan 2018-2023 Overview
- b. The President gave a general overview of the Strategic Plan.
 - i. A full copy will be sent to faculty after the presentation to the BOT on Saturday February 10, 2018.
 - ii. Planning Process
 1. Planning Council, Evidence Driven process, Stakeholder's Conference contributed to plan
 - iii. Planning Context
 1. Higher Education
 - a. Small colleges are suffering with enrollment as the funding model is predicated on increasing tuition and fundraising to remain in balance
 - b. Tendency to increase enrollment but other aspects fall out of line such as faculty student ratio needed for long term success; at Lincoln, student enrollment has grown, but the number of faculty has decreased
 - c. A niche branding model augmented by select graduate and completion models can distinguish one liberal arts school from another
 - d. Essential Skills (soft skills) desired by employers
 - e. High Impact Pedagogies (HIPs), such as internships, undergraduate research, and active learning in the community, have a positive effect on students from low income, minority groups, and/or low scoring on standardized tests and can impact greater depth of learning
 2. The State
 - a. Provides 22% of operating budget
 - b. Trend across the nation is for states to provide less funding
 3. HBCUs
 - a. The economic impact of HBCUs is huge. Lincoln has a \$150 million impact in the immediate area. Lincoln is the best from moving students from the lowest economic strata to the top fifth.

- b. HBCUs have a powerful impact, yet they still struggle. Value added marketing becomes important.
- iv. Current State of Institution
 - 1. Stable finances, Enrollment growth, Liberal Arts Foundation (which is a thriving environment for HIPs), Essential Skills Focused, High Impact Co-Curriculars (such as study abroad, internships, office of undergraduate research)
- v. New Opportunities
 - 1. Move from fiscally stable to healthy—increase revenue streams and not rely on state money to stay afloat
 - 2. Figure out how to signature Lincoln’s niche in the Liberal Arts—requires synergy between Student Affairs and Academic Affairs
 - 3. Ubiquitous Technology—need to be state of the art to attract and retain students
 - 4. Need a 21st Century Physical Plant
 - 5. Grow Faculty and Staff—This is the biggest challenge for the President. Increase the support staff for students especially in advising. As many students don’t have the social capital for support in college, Lincoln needs to provide that support. Faculty needs to develop from primarily teaching to teacher/scholars. There is also little support for staff. For example, little managerial training leads to problematic situations and lawsuits that take money away from the University.
 - 6. Maximize Cross-Unity Functioning—the silos cause problems
 - 7. Operation excellence—process improvement leads to both increased efficiency and effectiveness
- vi. Broad Aims
 - 1. Operationalize Niche—Lincoln needs to both define the special functions and ensure action on the functions
 - 2. Identify Resources to Achieve Educational Goals—Increase funding opportunities

Discussion:

- Revised mission statement to be approved by the Board of Trustees.
- In response to a question about the fundable nature of the plan, the President said the plan aligns resources to priorities. The strategic plan outlines priorities and is pragmatic in nature. The infrastructure needs focus in order to grow.
- A point was made that faculty governance would necessitate inclusion of faculty committees such as Educational Polices and the Faculty Council before the Provost reaches out to external institutions to discuss joint programs. The president responded by saying that trust is important to move the institution forward and that reaching out is for the purpose of bringing ideas back to the institution for consideration.

- The President was asked about a review of previous strategic plans and a focus on good ideas. She said there had been many strategic plans but not much strategic direction. Focusing on the basics to achieve the highest intellectual development possible will allow the University to increase investment to the special projects on campus. Many aspects of the strategic plan include Dr. Green's imperatives but with a well-defined goal to give strategic direction.
- A question was asked about the academic structure and lack of deans as the lack of a dean in the College of Science and Technology resulted in a communication breakdown where issues such as the Provost reaching out other institutions could have been discussed. The president responded by saying she has been working on a restructure and recognizes the need for the opportunity for faculty to meet with administration without the bloat from a complex dean structure. The money could be invested in other resources to assist academic programs to be self-sufficient while opening direct lines of communication between academic affairs and department chairs. The President indicated that there are currently lines of communication with the president, provost, and deans.
- A faculty member disagreed that lines of communication were open with the Provost and suggested that a one dean structure would necessitate a dean with a diverse academic background who regularly meets with the various programs. The President said the faculty can form a working group and bring ideas forward without a dean in place. She is also looking for more money to invest in both staff and faculty while keeping in mind department needs and an audience with the dean, provost, and president. Just as training is needed for staff to be better managers, faculty need investment to be better leaders to bring good, well researched ideas to the upper administration.
- Chairs need to discuss needed resources with Dr. Ramsey and Dr. Joseph.

PROVOST REMARKS, Dr. Patricia P. Ramsey

- a. Draft reports from the self-study task forces are needed to stay on schedule. The effort will necessitate the full cooperation of everyone at the University including identifying and making changes as those issues are discovered.
- b. Fall scheduling changes regarding Tuesday/Thursday class schedule. Tuesday/Thursday classes will meet for 75 minutes.
- c. The Common Hour survey showed that 75% of respondents prefer a 12:30 to 1:45 time slot for the common hour at the University. The common hour is used for meetings as well as convocations. 12:30 to 1:45 will be the new time period for faculty meetings in the fall.

B. RATIFICATION OF THE AGENDA

- a. A quorum of 52 voting members was established. The total faculty number is 100.

C. RATIFICATION OF MINUTES

- a. The minutes from the November 7, 2017, Faculty Meeting were properly moved, seconded, and approved as posted.
- b. The minutes from the December 4, 2017, Faculty Meeting were properly moved, seconded, and approved as posted.

D. ACTION ITEMS

- a. Honorary Degrees, Professor Charles Pettaway
 - i. A motion to accept the slate of 10 candidates for honorary degrees was moved, second, and approved.
 - ii. The goal is to have a slate of people to draw from for four recipients at commencement.
 1. Dr. James Donaldson
 2. Dr. Martin Kilson
 3. Dr. Levi Watkins
 4. Mihayo Wilmor
 5. Dr. James Anderson
 6. Debra L. Lee
 7. Jo Anne Jenkins
 8. Sheila Oliver
 9. Vincent Hughes
 10. John Robert Lewis

E. REPORTS/DISCUSSION

- a. Student Athlete Travel—Attendance at CIAA
Dr. Dana Flint / Mr. Harry Stinson III
 - The CIAA basketball tournament corresponds with mid-term week. About 80 to 90 students are involved through the basketball teams, cheerleading squad, and band. A proctor to administer midterm exams will be available that week.
 - A list of students will be provided to identify those students who will be traveling.
 - Recommendations for the procedure for administering the midterms should be sent to the Athletic Director, Harry Stinson.
 - The spring break next year is scheduled for the CIAA basketball tournament to avoid this issue in the future.

- b. OIT Update, Mr. Justin McKenzie, Chief Information Officer
 - i. Technology is about constant change that necessitates continual review of processes, people, and results.
 - ii. Technology implementation at 3020 Market street is almost complete.
 - iii. Restructuring IT support organization. Toward the end of last year, a structure was implemented to review feedback on a work ticket.
 - iv. Online payment gateway process implementation as opposed to paper process.
 - v. Desktop and laptop standardization system implementation.
 - vi. Outdated operating systems provide security issues.
 - vii. Standard anti-virus program for all PCs on campus via McAfee.
 - viii. Upgrade WIFI, bandwidth, and firewalls across campus.
 - ix. Fiberoptic system upgrade
 - x. Colleague information system will take careful assessment and planning due to older, aging hardware and databases.
 - xi. Proactive system analysis functions
 - xii. Increase use of electronic forms to become a paperless campus.
 - xiii. Will assess campus printing efforts as a cost cutting measure.
 - xiv. Key ongoing initiatives: superior customer service—requested feedback, digital systems, technology lifecycle replacement for technology, information security.

Discussion:

1. Analyzing duplication in site licensing to save money including the possibility of technology purchasing coming through IT as opposed to the individual departments.
2. Single sign-on is being researched.
3. Google suite was recommended for use.
4. The Faculty Technology Committee submitted a recommendation last semester to IT, which is under review.
5. Science Building users have particular needs and Mr. McKenzie was invited to tour the building.
6. Core networks are being examined for the possibility of virtual desktops.

F. ANNOUNCEMENTS

- a. Feel the Roar (Senior Day) Update. Ms. Nikoia Forde
 - i. April 6, 2018
 - ii. Opportunity to connect with incoming students
 - iii. Department chairs will be sent a list of accepted students for engagement and recruitment.
- b. Education Policy Committee, Dr. Oswald Richards
 - i. The Computer Science restructured curriculum is on the website for perusal.
- c. Lectures and Recitals Committee Update/Report, Dr. Siddique
 - i. Brilliant people are coming.

- ii. He thanked whomever sends them the money for this important purpose.
- d. Program Name Change in the Department of Languages and Literature, Dr. Donohue on behalf of Dr. Marilyn Button
 - i. The English Liberal Arts, Visual Rhetoric track name has changed to Creative Writing. There are no technical changes to the track.
- e. WPP Workshop, Dr. Gamie
 - i. Writing Intensive Course Syllabi preparation on Thursday February 15, Deadline is Feb. 19 for certification to meet deadline for fall registration.
- f. Faculty Council, Dr. Poe
 - i. Next meeting if Tuesday, Feb. 13 in the Science building room 318, Updated faculty bylaws will be reviewed
- g. Faculty Union, Dr. Dadson
 - i. The Faculty Union elections for new officers will take place in February. Nominations are currently being accepted.

The meeting adjourned at 6:16 p.m.

William Donohue, Secretary