

**Lincoln University Faculty
Regular Meeting Minutes
September 4, 2018, 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. The President remarked on enrollment being high for this year– Admissions was tasked to bring in 500-550 freshman students.
- b. This year we have roughly 550 new freshman and ~60 transfer students
- c. We have a higher amount of returning students than the past, which has led to a housing crisis. Student selection of rooms in Spring 2018 affected the crisis in the fall.
- d. Currently the administration is turning guest quarters into permanent rooms for students. Students with financial holds will leave, opening up rooms for those who are cleared.
- e. Charles Gradowski and President Allen are looking at P3 (public private partnership) to develop a new dorm facility. Also looking for University capacity to finance a dorm facility with ~400 beds.
- f. New Master plan – The University is working with firms to develop different plans and will reach out to faculty for input. A key component will be to develop new dorms and renovate historic buildings.
- g. Accreditation & self-study – Dr .Allen thanked Dr. Hull, Dr. Hilton, co-chairs and members of task forces on self-study work. The Dean, Provost, Tiffany Lee, Dr. Hull and Dr. Hilton worked over the summer to develop the full self-study. The University will be sending the self-study info out to an editor and will have a fully edited copy in 1.5 weeks. The self-study site is being determined. The first completed draft will be open for feedback prior to Jan 1 (before finalizing the document and submitting.)
- h. President Allen reintroduced the restructuring of Academic Support
 - i. Dr. Lee – Dean of the College and Vice President, Division of Student Success
 - ii. Dr. Pia Deas – Upperclass Dean
 - iii. Dr. Marlayne Manley – Undeclared/ Sophomore Class Dean
 - iv. Dr. Walters – First Year Class Dean
 - v. Ms. Crystal Faison – Internships (creating and inventorying database of internships)
 - vi. Ms. Natasha Faison – Director of Community Service
 - vii. Ms. Vanessa McRae – Undergraduate Research
 - viii. Dr. Chenere Ramsey – Director, Division of Student Success
 - ix. Ms. Evelyn Poe – Associate Director, First Year Program, Center for Advising and Student Success
- i. Dr. Mellissia Zanjani, VP for Institutional Advancement, is working on updating the website as the University administration changes.
- j. Dr. Jim Deboy asked about the two IRIS emergency alerts sent recently.

- i. Mr. Johnny Whitehead – Discussed leads on the unarmed robbery in the dorms and feels there is no ongoing concern. One student received injuries and reluctantly went to the hospital. He is back on campus.
- ii. Mr. Johnny Whitehead – Public Safety has identified one of the individuals who was suspected in the gun threat and feels there is no ongoing concern.
- k. Starting Oct 1 President Allen will hold open forums called “Ask the President” twice a semester. This will be open to faculty and staff.

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

- a. The Provost asked “What have you done to contribute to student success today?”

C. RATIFICATION OF THE AGENDA

- a. A quorum of 59 (7 at grad center) voting members out of 101 was established. A minimum of 51 members are needed for quorum.
- b. The agenda was properly moved, seconded, and approved with one change.

D. RATIFICATION OF MINUTES

- a. The minutes from the May 1, 2018 are postponed until the next meeting because the Webmaster has not posted the minutes yet.

E. ACTION ITEMS

- a. Nominations Committee, James Gallagher
- b. Committee membership will follow the current college structure because the colleges are listed in the by-laws. This is the same way it was done in the 90’s when there was one college.
- c. Nominations:
 - i. By- Laws (1 at Large)
 - 1. Dr. Sema Hande Ogutcu-Fu
 - 2. Prof. Albert Bryson
 - 3. Dr. Jennifer McCarthy
 - 4. Dr. Vesna Zeljkovic
 - 5. Prof. Christopher Owens
 - ii. Distance Learning (1 AHSS – Must have distance learning experience)
 - 1. Dr. William Donohue
 - iii. Ed. Policies (1 PG&E)
 - 1. Prof. Denise Gaither-Hardy
 - iv. Faculty Development (1 Graduate Faculty)
 - 1. Dr. Admasu Tucho
 - 2. Dr. Emmanuel Ihejirika
 - v. Library (1 PG&E)
 - 1. Dr. Melina McConatha
 - vi. Post-Tenure Review (1 tenured Graduate Faculty)
 - 1. Dr. James Wadley

F. REPORTS/DISCUSSION

- a. Faculty Council Secretary, acting chair, William Donohue Ph.D.
 - i. Agenda for Next Meeting: Tues Sept 11, 12:30 PM Sciences room 318
 - 1. Elect a chair and vice chair

2. Be aware of commitment and dedication to Lincoln Legacy
3. FC is conducting a survey which will be sent out by Tiffany Lee
4. By-laws committee charges
5. Two memos from President
 - Faculty and Board committee integration
 - Departmental Faculty contribution to annual performance feedback of other faculty
- ii. Dr. Susan Stafford – Will faculty council will run the faculty meeting?
 1. Donohue- Faculty council will run the action portion of the meeting.
- b. Presentation about Composition Eng 102, 101, 099, William Donohue Ph.D.
 - i. Issues raised by faculty about students not having writing capabilities.
 1. It is difficult to translate general composition skills to more complex academic writing in specific fields as students matriculate.
 2. Faculty must assess vernacular of students to strengthen projects
 - ii. Eng 099 – Basic Writing
 1. Errors and Expectations, Mina Shaughnessy
 2. Inventing The University, David Bartholomae
 3. Mike Rose, Author on research methodology
 4. Discussed differences in course placement (sat > accuplacer changed in 2011)
 5. Major issue is that there are too many students in each section running during the day (The only exception is a course running at 5:30PM.) Also, faculty and adjunct faculty have too many students based on the best practices and general standards.
 - College English Professors should not teach more than three Comp sections per term, there should be 15 students per section, with absolutely no more than 20, 15 max in developmental courses, Faculty member should not teach more than 60 writing students in a single term)
 - iii. Team of Teams
 1. Where do we have structures in place that reflect the principles of the book?
 2. WRC is a good example of success changing departmental silos.
 3. We should try to create a more communicative University and break down the silos

G. ANNOUNCEMENTS

- a. Constitution Day, September 17, 2018, 11:00am – 1:00pm, Safro Kwame, Ph.D. & Chieke Ihejirika, Ph.D.
- b. Dr. Samaa Gamie – WRC is open today and faculty can arrange for a tutor to come to specific classes. Open times: Monday – Thursday 11-8 Friday 11-4

H. ADJOURNMENT

- a. **The meeting adjourned at 1:46**

Christina Kerns, Secretary