

**FACULTY MEETING MINUTES**  
**TUESDAY, February 5, 2008**  
**4 p.m.**  
**Dickey Hall Auditorium**  
**Ivory V. Nelson, Ph.D., President, Presiding**

(as revised and approved by the faculty on March 4, 2008)

**Dr. Ivory Nelson called the meeting to order at about 4:08 p.m.**

**REPORT FROM THE STUDENT GOVERNMENT ASSOCIATION**

Rebecca Benoit presented a Power Point Presentation on “Making My Minor Count” and argued for the addition of students/ minor to their transcripts and diplomas. The question was referred to the Education Policies Committee to look into.

**REPORT FROM THE  
PRESIDENT**

Dr. Nelson referred to several handouts. Three were printouts of Resolutions of the Board of Trustees:

- Resolution 169, Saturday, April 17, 2004, regarding annual assessment of student performance outcomes, and resolving that the President should report student outcomes annually, beginning May 31, 2005 and setting goal of improving Lincoln University’s six-year retention rate to graduation to 55% or better by 2010. (<http://www.lincoln.edu/bot/botresolutions/resolution169.html> printed 1/31/2008)
- Resolution 190, November 20, 2004, regarding writing examination and intensive writing course requirement prior to graduating from Lincoln University, with four resolutions, including the implementation of the writing exam for incoming class of Fall 2005, with administering of first exam no later than April 30, 2008. (<http://www.lincoln.edu/bot/botresolutions/resolution190.html> printed 1/31/2008)
- Resolution 196, November 20, 2004, regarding reading examination requirements, to be implemented for incoming class of Fall 2005, with the administering of the first examination no later than April 20, 2007. (<http://www.lincoln.edu/bot/botresolutions/resolution196.html> printed 1/31/2008)

Dr. Marilyn Button reported that the writing exam has been in place for several semesters, and that results have been shared in assessment reports.

Dr. Nelson requested that gross statistics be shared with faculty.

Dr. Joanne DeBoy reported that the reading exam: has been administered and results sent to Institutional Research. The Class of 2009 is the first class to be affected by this resolution. Dr. Joanne DeBoy also reported that the Ad Hoc Reading Committee is working on the faculty’s

previous proposal to develop a “great books” reading list for students. Dr. Nelson urged the faculty to provide input for this list.

Another handout was a spreadsheet called Lincoln University Facts, updated 1/31/08, providing mostly financial information but also some other data (financial aid, retention rate, SAT Scores, etc.) on an annual basis in the years 2000-2001 through 2007-2008.

Dr. Nelson offered congratulations to the faculty for completing the Middle States Self Study, which has been turned over to Drexel Ball (Communications Office) to put together.

Dr. Nelson urged the faculty to help the university develop an atmosphere of appropriate dress – not an enforced “dress code” but just encouragement – setting an example is important.

- Dr. Bynum reported that some offices have already instituted dress standards.
- Dr. Millette advocated not only a dress code but an environment code and cited graffiti in restrooms, flyers, etc., as evidence that change is called for.
- Dr. Babatunde also raised the matter of appropriate behavior in classroom.
- Dr. Button noted that to be well received these initiatives must come from students.

## **ACTION ITEMS**

- **Minutes from January 8, 2008 meeting were approved.**
- **Faculty Evaluations: Dr. Button moved to adopt a proposal from the Assessment Committee re Faculty Evaluations. During the discussion, the suggestion was made to change the requirement that faculty distributed evaluation forms during last three weeks, instead of last two weeks, to accommodate lab classes. Dr. Button agreed to change the proposal and the vote on this amended proposal passed.**
  - **Dr. Nelson suggested that faculty consider modifying evaluation system so that same requirements not apply to full professors.**
  - **Dr. Dade pointed out that the evaluations are important not only for purposes of tenure and review, but simply as feedback for faculty members.**
- **A motion was made and seconded to review the current faculty evaluation assessment instrument, which is 15 years old, to see whether to modify it and/or make different versions, as appropriate for different courses. Dr. Button asked that if motion passes, each department chair make it a topic of the next departmental meeting, and then provide the committee recommendations. The motion passed.**

## **DISCUSSION ITEMS**

Middle States: Drs. Linda Stine and Patricia Joseph distributed a handout of recommendations from the steering committee, based on all of the issues that emerged through the Self-Study process. Each of the 9 recommendations on the list was followed by a comment on

implementation. 8 of the 9 are “assignments” for specific committees to address. Committees should aim for September 2008 to write reports of these assignments.

Dr. L. Treisner raised the question of accommodations for students with learning disabilities. Dr. W. Bynum responded that the Office of Student Services can provide accommodations for quiet room, extended test time, etc.

## **ANNOUNCEMENTS**

- Procedures for changes to the University Bulletin for courses and other departmental information: Dr. Grant Venerable reminded faculty that June 30 is deadline for making changes for the catalog, which is updated annually.
- ETS Praxis Workshop: Dr. Lynnette Mawhinney and Mr. Emery Petchauer announced an upcoming ETS pilot workshop here on campus on Friday 2/22 for math, reading, writing, core research materials. Lincoln University will be the last pilot for ETS. Dr. Mawhinney requested understanding among faculty to excuse students who are participating in workshop. 7 slots available for faculty to participate.
- SGA program this evening (2/5/08) on the recent visit to the New Orleans 9th ward.
- HIV Awareness Thurs.
- Blood Drive 2/26
- Forensic Soc. -2/7 portions of Great Debaters film to be shown and discussed
- Opera for lunch 2/27 Wednesday

Dr. Nelson adjourned the meeting at about 5:35 p.m.

Respectfully submitted,  
Susan Gunn Pevar, Faculty Secretary