

Faculty Meeting Minutes
Monday November 3, 2008

President Ivory Nelson called the meeting to order at 4:05 PM in Room 212, Cinema, Student Union Building.

President's Report:

The President reported that when we renovated the Student Union Building an additional 15,000 sq. feet were added to the building. We are now in the room where the student government senate would meet. The room has 87 seats. It can also double as a movie theater and the cinema equipment is on order. On this floor are the financial aid office, student life and development office, and 2 television studios and a radio station waiting for equipment to arrive. 20% of the building would be used for academic purposes. Next Board of Trustees meeting is Saturday November 15, 2008 and that 13 Board of Trustees committee meetings would be done by teleconferences before then.

Lincoln University is still watching the financial situation very carefully. It is affecting some states worse than others. At Tennessee State they are facing cutbacks in staff and operations. We are not immune to this. The City of Philadelphia has to cut a billion dollars out of their 5-year city budget plan. We have in place a job freeze and only hired those who are absolutely essential. Difficulties will come in 2009 and 2010 when we learn how the current financial situation truly impacts us. Our difficulties lie with loans to parents of between five and six thousand dollars to support the education needs of their children attending college, especially for out-of-state students. We must be prudent with our finances. Buy things we absolutely need only. No more luxuries.

President Nelson distributed to the faculty the textbook adoption policy, concerning how the bookstore needs to operate here on campus. Faculty members are in control of selection of textbooks but must follow the procedure to insure timely receipt of textbooks by the bookstore. Textbooks must be used for a minimum of two years. Textbook contractors have the ability to get textbooks on a timely basis. We have signed a contract with Follett. We have quality merchandise. Be prudent how you request books for your courses. All sections of a course should use the same textbook. The bookstore has to post the textbook by course and sections for inventory purposes. Faculty can request additional textbooks after registration. Faculty asked several questions concerning the policy.

Action Items:

A. Minutes of the October 7, 2008 meeting were approved as submitted.

B. Report of the Faculty By-Laws Committee: Dr. Sally Wagner.

The Faculty Committee on Faculty Bylaws presented their recommendation on the Faculty Committee on Athletics. The Committee reported that they meet on October 27, 2008, that this is their recommendation, and this is the first time that the faculty is seeing this:

The Committee on Athletics shall be composed of four members of the faculty (three elected at large and the Faculty Athletics Representative appointed by the President), two athlete academic advisors (one appointed by Academic Affairs and one appointed by Student Affairs and Enrollment Management), three students (one male athlete, one female athlete, and one student nominated by the Student Government Association), the Director of Athletics and the Senior Women Administrator in the Athletics Department.

In addition the committee added the following:

Minimum duties and responsibilities of the committee shall include but are not limited to:

- ***Stimulating and improving intercollegiate Athletics Programs for student athletics;***
- ***Ensuring compliance of eligibility rules regarding athlete participation. Cooperate with the Athletics Program in promoting and conducting athletic events;***
- ***Recommending courses of action for any general concern to the faculty related to the administration of intercollegiate athletics;***
- ***Monitoring standards of performance of the Athletics Program to ensure that programs are conducted in a manner that is consistent with University and NCAA rules and regulations.***

This proposal from the Faculty By-Laws Committee requires under the Faculty By-laws ten days notice before consideration by the faculty and that we would need to vote on this at the December faculty meeting.

President Nelson brought his concern that we were planning to approve the change in composition of the Faculty Committee on Athletics at the November Board of Trustees Meeting. A motion to suspend the rules and pass this now was ruled out of order by the Parliamentarian, Dr. Dana Flint, under Robert's Rules of Order. Dr. Safford suggested that Faculty could meet on Thursday November 13, 2008 to vote on this proposal. We need 51 faculty present and a two-thirds vote of faculty present in the affirmation (for approval).

The Faculty Secretary, Albert Bryson, pointed out that the October 7, 2008 minutes list the suggested composition of the Faculty Committee on Athletics as recommended by current Faculty Committee on Athletics was listed in the minutes with a course of action.

The new composition of the Faculty Committee on Athletics as given in the minutes:

Committee on Athletics shall be composed of four members of the faculty (three elected at large and Faculty Athletics Representative appointed by the President), two student-athlete academic advisors appointed by the Vice President for Academic Affairs, three students (one male athlete, one female athlete appointed by SAAC and one student appointed by the SGA), Director of Athletics, and the Senior Women Administrator in the Athletics Department.

The October minutes also give the recommendation of the Faculty Committee on Athletics plan of action. The new composition of the Committee on Athletics would be presented as an urgent

matter by the Faculty Committee on By-Laws at the November faculty meeting for action and that the President would then bring to the Board of Trustees for their approval at their November meeting.

There is nothing in the By-laws that prevents us from action on this proposal as listed in the minutes since the 10 day notice was properly given since the minutes were posted on the university website on October 23.

Under the Faculty Bylaws all changes in the faculty bylaws must be approved by 51% of the faculty present and an affirmation of two-thirds vote of those present at a faculty meeting. Under quorum call we have 53 faculty members present including the academic deans who are members of the faculty according to the By-Laws. We have a sufficient majority of faculty present.

It was moved and seconded that we act on the new composition of the Committee on Athletics as given in the October minutes. The motion was adopted 42 yes, 3 no and 2 abstains.

C. Report of the Nominations Committee: Dr. Susan Safford

We have 2 vacancies to fill now:

Faculty Development Committee: We need to replace Dr. Serajul Bhuiyan with another member of the faculty from the Humanities Division. The Committee recommends Dr. Safro Kwame.

Student Health and Welfare Committee: We need to replace Professor Heather Leiniger-Digan with another member of the faculty. The Committee recommends Professor Susan Pevar from the Library.

Dr. Kwame withdrew his nomination and Dr. Mauzouri nominated Professor Jorge Majfud for the Faculty Development Committee. The nomination was approved by the faculty.

For the Student Health and Welfare Committee Dr. Kwame nominated Dr. Amar Tung. The faculty voted between Ms. Pevar and Dr. Tung. Ms. Pevar is elected to serve on the Student Health and Welfare Committee.

Dr. Grant Venerble, Vice President for Academic Affairs, assumes presiding over the faculty meeting because President Nelson had to leave for a meeting of the Executive Board of the Board of Trustees.

D. Recommendations from the Curriculum Committee: Dr. Alvin Amos

Dr. Amos presented 5 new courses for approval by the faculty:

- ARH216: Art Theory and Criticism (Taught by Dr. Cutler)
- MSM210: Introduction to Museums and Collections
- MSM 220: Collection Management and Care

- EDU217:Philadelphia Urban Schools Seminar (6 credit hours since its involves 120 hours of field experience)
- ENG209: Women's Literature

All 5 were approved by the faculty. Dr. Willis assured the faculty that the museum courses will be taught by qualified adjunct faculty beginning in the Fall Semester 2009.

Discussion Items:

A. Student Evaluations: Dr. Emmanuel Babatunde

Dr. Babatunde brought up his concerns about using student evaluations to determine the effectiveness of teaching performance. We need to be more cautious since the overwhelming majority of our entering students (67%) need some kind of remediation because they are not adequately prepared for college work and some students could use the student evaluations for revenge; also, when it come to **promotion and tenure some department chairs could use this to get rid of untenured faculty.**

B. Teaching and Learning Enhancement Programs: Dr. York Williams and Ms. Nancy Evans:

Dr. York Williams, from The Teaching and Learning Enhancement Center (TLE) and Ms. Nancy Evans, from Academic Technology Center, announced 2 programs: (1) Phase II of Integrating Smart Board with quality instruction: how to increase student achievement an engagement on Thursday November 13, 2008 Dickey Hall 322 from 3:30 to 4:30 PM and (2) a discussion on November 20, 2008: Best Practices utilizing technology, engaging students and assessment driven teaching: where are our students and where do we need them to be?

The purpose of these programs is to help the faculty incorporate the smart board and various technologies in the classroom to help get their student more engaged in their courses.

C. Registration. Several faculty expressed concerns about registration for the spring semester. Most report having difficulties with the new registration system on the campus computer system: Datatel. They are having scheduling problems with the students as well because of the Presidential Election, voting would be on Tuesday November 4, 2008, with some students going home to vote, and others voting here locally. Students would be in and out so that they could vote. Also, the Honors Convocation is scheduled for Thursday November 6, 2008. The Deans recommended extending registration through November 12, 2008.

Announcements:

Dr Venerable made the first three announcements:

1. Last day of classes will be Tuesday November 25, 2008 and that we need to provide inspiration and encouragement to our students to stay on campus for all classes that day.

2. Science Fair and Internship Forum. Presentations at these programs were outstanding and more faculty should attend these programs in the future. We need to have these made available at all open houses. These programs are shows of academic success and should be made available at the coming open houses.

3. Planning and Assessment forms (SLO) have been simplified and PAWS forms in WORD will be sent to the chairs of all department. No more than two goals for PAWS and Student Learned Outcomes that you need to achieve and assess.

4. Ms. Connie Lundy of the Office of International Programs and Services announced that they will be having a Fulbright Faculty Workshop on Wednesday November 19, 2008 at 2 PM in Room 212, Student Union Building.

5. Dr. Bynum announced that the next Campus Open House would be in April 2008.

Respectful submitted,

Albert M. Bryson
Faculty Secretary