

**Lincoln University Faculty
Meeting Minutes
November 6, 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 12:34 p.m.

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

- a. Event today will renew the partnership between LU and The EPA. This memorandum of understanding will develop research, careers and teaching with The EPA.
- b. Strategic plan – This MOU will enhance the academic quality of research with faculty and students as well as develop partnerships with organizations. The partnership will support faculty in creating and participating in these opportunities.
- c. Outcome: Successfully train students in sciences for careers in the field. Expose students to literature and research and allow them to develop creative solutions for current issues.

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

- a. At Dr. Ramsey’s former institution the business school lead the partnership with The EPA. This partnership will allow for opportunities with a variety of areas in the University.

C. REMARKS, Mr. Cosmo Servidio, Mid-Atlantic Regional Administrator, US – EPA

- a. Thanked President Allen and Provost Ramsey. Today is a celebration of the continuation of partnership with Lincoln University (since 2002.)
- b. This agreement will support stewardship of a new generation of environmental leaders and will support students in the public and private sector careers.
- c. One activity from prior MOU: Environmental, research, education and training around the “Toxics Release Inventory University Challenge.” Students were asked to find innovate and creative uses for TRI data.
- d. This current MOU with align with LU strategic plan over the next five years, by developing internships, career development, faculty support, enhancing curriculum, creating new partnerships in public and private sectors, community engagements and interdisciplinary opportunities.

D. SIGNING OF MOU (LU + EPA), Mr. Cosmo Servidio and Brenda A. Allen, Ph.D.

- a. Signing Ceremony Memorandum of Understanding (MOU) Between Lincoln University & United States Environmental Protection Agency Mid-Atlantic Region

E. RATIFICATION OF THE AGENDA

- a. A quorum of 66 (main campus) + 5 (grad center) voting members was established. A minimum of 51 members are needed for quorum.
- b. The agenda was properly moved, seconded, and approved as posted.

F. RATIFICATION OF MINUTES

- a. The minutes from the May 1, 2018 Faculty Meeting were moved seconded, and approved to be delayed to the following meeting for review.
- b. The minutes from the September 4, 2018 Faculty Meeting were properly moved, seconded, and approved as posted.
- c. The minutes from the October 2, 2018 Faculty Meeting were properly moved, seconded, and approved as posted.

G. FACULTY COUNCIL REPORTS AND ACTION ITEMS

- a. Faculty Council (FC), Moses Haimbodi, Ph.D.
 - i. Oct 23 – FC working meeting: addressed two requests from President.
 1. Discussed changing the structure of standing committees so that we can reduce redundancy and to align the committee structure with that of the BOT. Sent report to the bylaws committee for review.
 2. Review the annual faculty evaluation and tenure and post tenure review processes. Requested PTS committee to help in this discussion.
 - ii. Drafted a memo for faculty in regards to attending this faculty meeting. This was sent to the chairs of departments on Nov 5.
 - iii. Re-charged the Education policies committee to look at the academic calendar issue regarding final exams
 - iv. FC asked Dr. Ramsey to look at 100% course completion for students to walk at graduation. Ramsey said that we have a policy that students must complete all credits since 2006. We can change it, but we will have to keep to this in effect until we can change it in the bylaws.
 1. If students have questions about qualifying they should go to his or her department and then Dean Joseph. If there are any exceptions they should go to Dr. Ramsey. The only exceptions should be for nursing because they have an outside accrediting body.
 - v. Question about minutes from FC meeting: Dr. Donohue is in the process of learning the procedures for uploading the documents to the website.

H. REPORTS/DISCUSSION

- a. Committee on Assessment and Evaluation, William Donohue, Ph.D.
 - i. Dec 1 – Feedback on assessment reports from last year will be released.
 - ii. Student evaluations were sent out via email today and will be available until Dec 4.
 - iii. Director of assessment – program review cycle in process.
 - iv. Discussions about pros and cons to offer extra credit for students who fill out evaluations.
- b. Distance Learning Committee, Frank Worts, Ph.D.
 - i. Just finished a survey on effectiveness of Moodle as the current LMS. Putting the report and recommendations together for faculty. Contacting outside vendors such as blackboard and canvas, which will be completed by the end of the semester.
 - ii. Question: Discussion about whether Google classrooms being used for LMS. It was not included in the research, but it was suggested.

I. ANNOUNCEMENTS

- a. Lectures and Recitals Committee, Professor Charles Pettaway
 - i. Honorariums are available for presentation, lecture and engagement. Faculty can send names and information to pettaway@lincoln.edu Include bio and particulars. They would like to produce programs for Jan-April.
- b. Self-Study, Dr. Ramsey
 - i. New technology/ portal to have self-study to be commented on in a private platform. Information has been completed by Ms. Tiffany Lee and will allow faculty to offer comments by the end of the week.
 - ii. There will be unique passwords for faculty to access this portal. You can leave feedback anonymously or you can include your name. Please do not share passwords.
 - iii. Self-study is due in January.
 - iv. March 17-20 will be our team visit by Middle States. Once team is identified the team will begin looking at website and assessing information.

J. ADJOURNMENT

- a. The meeting adjourned at 1:36

Christina Kerns, Secretary