

**Lincoln University Faculty Regular Meeting Minutes**  
**October 1, 2019, 12:30 PM**  
**Ware Center Theater**

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**Patricia A. Joseph, Ph.D.**  
**Dean of the Faculty**  
**Presiding**

The meeting was called to order by Dean Joseph at 12:46 p.m.

**A. APPROVAL OF AGENDA**

- a. A Quorum of 63 voting members out of 101 was established.
- b. Agenda was properly moved, seconded, and approved with no change.

**B. RATIFICATION OF MINUTES**

- a. The minutes from the September 9, 2019 are properly moved, seconded, and approved.

**C. ACTION ITEMS**

- a. Standing Committees
  - i. Dr. Poe distributed a list of Standing Committees and their members and chairs. Any committee which has not yet met are encouraged to meet.
  - ii. At the end of last school year, Faculty voted to merge some committees, the results are awaiting Board of Trustee vote. Merger of committees will occur should the Board of Trustees approve.
- b. Faculty Council Announcement
  - i. The official election results of the Faculty Council were distributed.
  - ii. The next Faculty Council meeting will be held on Tuesday October 8, 2019, in the Vail Hall boardroom, everyone is invited. Dr. Joseph, Dr. Richards, and Ms. Bernard-Amos will be guests to discuss recent administration changes and answer questions.
- c. Nominations Committee
  - i. The Nominating Committee held a nomination and election process for a vacancy on the Post-Tenure Committee, which must be a tenured member from the Library and cannot be currently under review.
    - 1. Dr. Sophia Sotilleo was nominated and elected.

**D. UPDATES**

- a. Dr. Joseph encouraged all faculty to stay engaged by serving on a standing committee.
- b. Dr. Hull, the temporary Chair, provided a report for the General Education Committee:
  - i. Committee meets on second Tuesday of the month in the Library at 3PM, all are invited to attend
  - ii. The committee has decided that only one ILO -- ILO 1: Communication - - will be assessed this school year. This decision is due to the change to the TaskStream software for assessment, so assessing only 1 ILO will improve focus and be less burdensome for all involved
  - iii. Anyone teaching a general education course are encouraged to use the

- rubrics sent out by the committee to assess ILO 1.
- iv. Committee along with CETL will be hosting an assessment workshop on how to use the rubrics.
- c. Dr. Donahue provided a report for the Assessment and Evaluation Committee
  - i. Due to the change to the new TaskStream software, OIERP will collect assessment data from department chairs and upload them to the system.
  - ii. All faculty are encouraged to take the fall semester to review all collected data, and take the spring semester to learn how to update reports.
- d. The Pre-Tenure Review Committee is planning a brownbag lunch session to review the process and the dossier for those faculty members who are up for third year review or tenure review.

#### E. PRESIDENT'S REMARKS

- a. Dr. Allen reported that first quarter board meetings have concluded, which is a joint meeting with Ed Policy Committee of the Board and Faculty. Among the topics discussed:
  - i. Good progress was made on the Curriculum Coherency project.
  - ii. An understanding was reached on the direction to obtain Accreditation of the business program.
  - iii. Dr. Allen reported that the University has enjoyed reputation gains.
  - iv. Dr. Allen also discussed the challenges faced in achieving further success as a result of recent improvements, and that we must stay vigilant and keep up the good work.
  - v. Dr. Lee reported the student success gains:
    - 1. Over 70% retention rate
    - 2. 4Y grad rate moved from the 20% to the 30% range
    - 3. 6Y grad rate has moved to 47%
  - vi. The bylaw changes did not occur because of the transition in the administration.
- b. Dr. Allen provided an update on proposed changes to the PTS policy. In particular, Dr. Allen address a question of what matters as to publication in the tenure process among other issues needing updates.
  - i. Dr. Allen will engage Faculty in conversation in order to determine what changes and updates can be done.
  - ii. The first draft to the update has already been done.
- c. Dr. Allen also thanked Dr. Hull and Dr. Roundtree on the work they have done developing the rubrics for assessment as it is crucial for student success.

#### F. OTHER AGENDA ITEMS

- a. Dr. Deas announced that 80, 60, and 30 credit reviews for all students will start this semester with 80 credit reviews with the goal that all students who wish to graduate in May 2020 will be ready to do so. Chair and advisors should reach out to 80 credit students, and students with 80 credits are entourage to meet with advisors to review their graduation progress and schedule classes.
- b. Dr. Tamaze presented the Math Department's finding on Why Students Fail, which was continued from the September meeting due to time limitations.

#### G. ANNOUNCEMENTS

- a. Dr. Lynch, the new director for Undergraduate Research, announced a Call For

Proposals for 8 mini grants in undergraduate research which will culminate in a presentation in the spring.

- b. Dr. Manley, Class Dean for Student in Transition, announced the Majors on the U event on Oct 17 to connect with students on choices of discipline and career.
- c. Dr. Deas also provided an update on the Mellon Grant: grant application guidelines are being developed for Summer Research Institute for Arts and Humanities.

#### H. DEAN'S REMARKS

- a. Dr. Joseph concluded by thanking Dr. Tamaze for the important work done on student success. Dr. Joseph suggested that a larger forum is needed for the Faculty to discuss multiple topics regarding student success, so all issues receive the time and attention they deserve.

#### I. ADJOURNMENT

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

Dafan Zhang, Secretary