

**Lincoln University Board of Trustees**  
**Regular Meeting**  
**February 11, 2023**

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**MINUTES**

The Lincoln University Board of Trustees held its Regular Meeting on Saturday, February 11, 2023, in the International Cultural Center Boardroom.

Mr. Gerald W. Bruce, Board Chair, called the meeting to order at 9:00 AM Eastern. Trustee Robert Allen led the group in prayer. Trustee Jalila Parker, Secretary, called roll.

**Trustees present:** Mr. Gerald W. Bruce, Chair; Dr. Brenda A. Allen, President; Mr. James W. Jordan, Vice Chair; Mr. Robert A. Allen; Robert L. Archie Jr., Esq.; Mr. Steven Board; Mr. Owen Cooks; Mr. Van Corbin; The Honorable Andrew Dinniman; Mr. William F. Dunbar; Dr. Tanya Garcia; Mr. Michael Hancock; Ms. Lisa MB Johnson; Ms. Nandi Jones-Clement; Mr. Henry M. Lancaster, II; Mr. Stephen Kenric Lewis; Rev. Dr. Frances E. Paul; Dr. Charmaine Rochester; Mr. Jose Sabastro; Mr. Drake Smith; Ms. Sandra F. Simmons; Mr. Kevin E. Vaughan; Dr. Corey D. B. Walker; Mr. Gregory Works; and Faculty Representative: Dr. Karen Baskerville. *A quorum was satisfied.*

**Trustees absent:** Mr. Joseph V. Williams, Jr

**MINUTES**

A motion to approve the draft minutes from the Regular Board Meeting held November 19, 2022 was made and properly seconded. Trustee Julia Parker conducted a roll call vote.

Motion was approved unanimously.

**PUBLIC COMMENT**

There were no requests for public comment.

**AALU REMARKS**

Mrs. Charisse Carney-Nunes, President, AALU, provided an update on AALU events including two virtual events held on November 25, 2022 (3rd Annual Virtual Alumni Marketplace) and January 8, 2023 (2<sup>nd</sup> New Year's Prayer Service). Ms. Carney Nunes also reported on anticipated alumni attendance and sponsored events at the CIAA Tournament in Baltimore, and the upcoming Alumni Golf Outing on Monday, July 17, 2023. She also provided an update regarding the alumni nominees to the Board of Trustees and indicated that as allowed by the Bylaws the AALU has identified two alumni who are willing to serve the

Association and the University in the role of Alumni Trustee.

### **CONFLICT OF INTEREST**

Chairman Bruce read aloud the Conflict of Interest Statement.

### **CHAIRMAN'S REPORT**

The Chairman's report consisted of a brief report from Trustee Henry Lancaster on the Climate Change Initiative Conference, which he attended. Trustee Charmaine Spence Rochester also attended the conference in the place of Chairman Bruce who was unable to participate. Trustee Bruce also welcomed President Allen back after her absence for a period following the November Board meeting and thanked Dr. Patricia Joseph, Dr. Tiffany Lee, and Diane Brown for their efforts and support during Dr. Allen's absence. The crisis communications team was fully involved and things were handled as smoothly as possible. He appreciated that everyone worked cooperatively and effectively to keep him informed and appropriately engaged during Dr. Allen's time off. The Chair concluded his report with a brief update on the status of the contract extension for President Allen noting that due to the inability to discuss the matter with President Allen, the Committee would not be able to make a recommendation at this meeting as noted in the minutes from the November Board meeting. The Committee, consisting of Trustees James Jordan, Van Corbin, Jose Sabastro, Charmaine Spence Rochester, Kevin Vaughan, Corey Walker and Chairman Bruce will continue to meet with a goal of completing the process in time to present a contract extension for Board consideration at its April 2023 meeting.

### **PRESIDENT'S REPORT**

President Allen provided an update on the engagement and plan of communication and operation with SLICE, the communications consultant firm with whom the University has contracted for providing guidance and expertise with crisis communication. Her plan includes Cabinet level accountability and the appointment of an active communications committee of "middle managers" with representation from Athletics, Admissions, Student life/student orgs, Campus safety/facilities and Academics. The plan also includes implementation of monthly meetings between Dr. Allen and Slice leadership as well as other Lincoln University personnel.

As part of the President's Report, Dr. Tiffany Lee presented an enrollment update that focused on the University's enrollment goals and outlook. Dr. Lee emphasized the following:

- Enrollment goals dictate enrollment management strategy
- LU Enrollment - Current Status: Where are we?
- Contributing Factors: How did we get here
- LU Goals: Where do we want to go?

- Current Initiatives: What are we doing to reach our goals?
  - Personnel
  - Enrollment Management
  - Processes
  - Communications
- Progress: How are we doing?
- Next Steps

The Board also viewed two short outtakes of new recruitment/enrollment videos which are being used in the University's current recruitment cycle. The videos will be personalized according to the interests and financial package being offered to each prospective student.

### **TREASURER'S REPORT**

Mr. Charles Gradowski, Vice President for Finance and Administration gave a summary of the Treasurer's Report. The Board of Trustees accepted the Treasurer's Report as information.

### **STANDING COMMITTEES**

#### **Investment Committee**

Committee Chair, Trustee S. Kenric Lewis, presented the following resolution for approval by the Board of Trustees.

#### **ENDOWMENT FUND SPENDING AUTHORIZATION July 1 2023 – June 30, 2024**

**RES718\_021123**

**RESOLVED**, That the Lincoln University Board of Trustees hereby approves a spending rate of 5% of the value of the endowment fund assets held by the University for 2023-2024.

A roll call vote was conducted.

Motion passed unanimously.

**Business Affairs Committee**

Trustee Van Corbin, Chair of the Business Affairs Committee, presented the following resolutions for approval by the Board of Trustees.

**2023-2024 ROOM AND BOARD INCREASE**

**RES719\_021123**

**RESOLVED**, That the Lincoln University Board of Trustees approves a 5% 2023-2024 room and board increase.

A roll call vote was conducted.

In favor: 24      Opposed: 1

Motion passed.

**2023-2024 TUITION AND FEES INCREASE**

**RES720\_021123**

**RESOLVED**, That the Lincoln University Board of Trustees approves a 5% 2023-2024 increase for tuition and related fees for all undergraduate students.

A roll call vote was conducted.

In favor: 24      Opposed: 1

Motion passed.

**CERTIFICATE PROGRAM TUITION**

**RES721\_021123**

**RESOLVED**, That the Lincoln University Board of Trustees approves a \$300 fee for non-Lincoln University students.

A roll call vote was conducted.

Motion passed unanimously.

## **Trustees, Degrees and Nominations Committee**

Trustee Henry Lancaster, Chair of the Trustees, Degrees and Nominations Committee, presented the following resolution for approval.

### **APPOINTMENT OF UNIVERSITY TRUSTEES**

**RES722\_021123**

**RESOLVED**, That the Lincoln University Board of Trustees approves the appointment of five nominees: Wilbert (Wil) LaVeist '88, Bertram L. Lawson II '98, Everett Love '94, Dr. Mary Johnson Osirim, and the Honorable Ruth Shillingford '81, moved forward by the Trustees, Degrees, and Nominations Committee to serve as University Trustees for the term July 1, 2023 through June 30, 2027.

A roll call vote was conducted.

Motion passed unanimously.

## **Executive Committee**

Chairman Bruce presented the following for approval by the Board.

### **POLICY – CONSENSUAL RELATIONSHIPS**

**RES723\_021123**

**RESOLVED**, that the Lincoln University Board of Trustees hereby approves the adoption of the Consensual Relationships policy.

A roll call vote was conducted.

Motion passed unanimously.

## **EXECUTIVE SESSION**

The Chairman convened Executive Session to discuss personnel and legal matters. The public session reconvened following the close of Executive Session.

## **Educational Policy and Academic Affairs Committee**

Trustee Corey Walker, Chair of the Educational Policy and Academic Affairs Committee presented the following for Board Approval.

**AMENDMENTS TO THE FACULTY BY-LAWS ARTICLE  
AMENDMENTS TO THE BY-LAWS**

**RES724\_021123**

**WHEREAS**, The Faculty By-Laws of Lincoln University is the official document governing the policy directives of the Faculty; and

**WHEREAS**, the language needs to amended to reflect the current organizational structure and the governance of faculty standing committees needs to be clarified

**WHEREAS**, the Faculty proposed and approved changes to the current language in the Faculty Bylaws, therefore, be it

**RESOLVED**, That the Lincoln University Board of Trustees approves the following amendment to Article(s) and Sections(s) in the Faculty By-Laws, as amended, as follows:

**Article I Membership of the Faculty**

**Section 1.04**

In the event that there is no Vice President of Academic Affairs, references any reference to the position is delegated to the Provost

**Article IV: Faculty Council**

Section 4.01: **Membership**

- a. The Faculty Council shall consist of nine elected members of the Faculty who are not administrative officers at the level of Dean, Vice President, or President as follows:
- b. A maximum of two faculty members may be non-tenured tenure-track.
- c. A minimum of two faculty members must be from each undergraduate division and one member from the School of Adult and Continuing Education (SACE).
- d. The Parliamentarian and Faculty Representative to the Board of Trustees shall be an *ex officio* nonvoting members of the Faculty Council. In the event that theeither of these is also elected to the Faculty Council, the member will be permitted to vote based on their position as an elected member to the faculty council.

Section 4.02: **Election and Terms**

- a. The Faculty Nominating Committee shall present a list of candidates for Faculty Council for the following academic year to the Faculty in the first March Faculty meeting.
- b. Election for the Faculty Council shall be by secret ballot at the March meeting.

Section 4.08: **Meetings.**

- g. The Faculty Council shall meet on the second Tuesday of each month during the academic year. One additional meeting can be called by the Executive Committee to not conflict with regularly scheduled meetings.

**Section 4.09: Annulment**

- a. A motion to annul the Faculty Council must be made by Oct. 31 of an academic year. A vote must be taken by May 15 of same academic year.
- b. Once moved to annul, the Bylaws Committee must schedule two hearings and follow bylaws amendment procedures for bylaws annulment.
- c. The By-laws Committee must inform the Board of Trustees and University President of motion to annul in writing.

**Article V: Standing Committees & Other Elective or Appointed Positions**

Section 5.01: Elections to committees shall be held by ballot at the first March Faculty meeting of the academic year, except that the Committee on Nominations shall be constituted at the first regular Faculty meeting in the second semester.

Section 5.08: Nominations. The Committee on Nominations shall make nominations for all elective posts at the first March Faculty meeting of the academic year. Any members of the Faculty qualified to vote may make additional nominations from the floor.

**o. The Library and Information Technology Committee:**

Composed of the Head Librarian, seven members elected by the Faculty, two from each undergraduate division, and one from SACE, the Chair of the Computer Science Department, Chief Information Officer, the Director of Academic Technology Support, the Associate VP for External Relations, Marketing & Communications, and two students.

**s. The Committee on Promotions, Tenure, and Severance:**

Composed of three elected members of Faculty, one from each undergraduate division. SACE shall be considered a part of the Social Sciences for committee representation. Only members of the Faculty on permanent tenure and of Professor rank shall be eligible for election. The Chairperson of the committee shall be the elected Faculty member with seniority on the committee. An alternate member shall be elected each year from the division of the retiring member of the committee to participate in discussions, and voting when a regular member of the committee is unavailable, for any reasons, to participate in the discussion and voting on a given application. The alternate member becomes a full member of the Committee for three years in succession to the retiring member of the

**t. The Committee on Student Health and Welfare:**

Composed of two administrative officers responsible for student affairs, five elected members of Faculty, one of whom shall serve as chairperson and shall vote in case of a tie, the Director of Student Health Services, and six students chosen from the upper classes by the Committee's Faculty members. The Committee shall be empowered to form a subcommittee to investigate, study and evaluate student attitudes, behavior, health and general welfare. A University designated physician, psychiatrist, or psychologist shall be consulted as the need arises.

**v. The Faculty Committee on Writing:**

Composed of six elected members of the Faculty including one from the Library, the Director of the English Composition Program, the director of the writing and reading center, and one student who has passed the Writing Proficiency Exam.

**Article VI: Departments of Instruction & Department Chairpersons**

Section 6.01: The Chairperson of each department shall be appointed by the President at the time contracts are issued, based on the recommendations of the Vice-President for Academic Affairs, Dean of the Faculty, as well as all other faculty in his or her department.

Section 6.02: The Chairperson of each department shall serve a term of four academic years and may be reappointed for a second term. The Chairperson shall not serve more than two consecutive terms.

Section 6.03: Exceptions to 6.02 shall be determined by the President in consultation with the Vice-President for Academic Affairs, and the Dean of the Faculty.

Section 6.04: The performance of each Chairperson shall be reviewed annually by the Dean of the Faculty in consultation with the other Faculty members in the Chairperson's Department. The Dean shall submit a written annual report to the Vice President for Academic Affairs.

President, to the Vice-President for Academic Affairs, and to the Dean of the Faculty.

Section 6.07: The Chairperson shall be subject to the duties and responsibilities of members of the Faculty in 9.02.

Section 6.08: A department Chairperson may submit his or her resignation prior to the end of his or her term of service.

Section 6.09: A department Chairperson may be removed by the decision of the President on the recommendation of the Vice President for Academic Affairs in consultation with the Dean of the Faculty and members of his or her department.

**Article VII: Divisions of the Faculty**



Section 7.01: Departments of instruction shall be grouped into the following divisions: Arts & Humanities, Social Sciences, Natural Sciences, and the School of Adult and Continuing Education (SACE).

Section 7.02: Departments of instruction shall include all undergraduate and graduate degree programs.

A roll call vote was conducted.

Motion passed unanimously.

**PROMOTION, TENURE AND SABBATICAL (PTS)  
RECOMMENDATIONS 2022-2023 AY**

**RES725\_021123**

**RESOLVED**, that the Board of Trustees hereby approves the following personnel actions:

**Tenure and Promotion Applicants**

1. **David Amadio** – recommended for tenure and promotion from the level of Assistant Professor to Associate Professor.
2. **Hope Dameron** – recommended for tenure and promotion from the level of Assistant Professor to Associate Professor
3. **Lukas Pelliccio** – recommended for tenure and promotion from the level of Assistant Professor to Associate Professor.
4. **Jennifer McCarthy**– recommended for tenure and promotion from the level of Assistant Professor to Associate Professor.
5. **Sam Williams**– recommended for tenure and promotion from the level of Assistant Professor to Associate Professor.
6. **Dafan Zhang** – recommended for tenure and promotion from the level of Assistant Professor to Associate Professor.

**Promotion Applicants**

1. **William Donohue**– recommended for promotion from the level of Assistant Professor to Associate Professor.

2. **Mehran Asadi**– recommended for promotion from the level of Associate Professor to Professor
3. **Carla Gallagher**– recommended for promotion from the level of Associate Professor to Professor
4. **Christine Limb**– recommended for promotion from the level of Associate Professor to Professor
5. **Admasu Tucho** – recommended for promotion from the level of Associate Professor to Professor

### **Sabbatical Applicants**

1. **Dr. Anna Hull**– recommend for sabbatical for spring of 2024.
2. **Dr. Susan Safford**– recommend for sabbatical for fall 2023.
3. **Dr. Claud Tameze**– recommended for sabbatical for spring 2024.

A roll call vote was conducted.

Motion passed unanimously.

### **Trustees, Degrees and Nominations Committee**

Trustee Henry M. Lancaster presented the following for approval by the Board:

#### **2023 HONORARY DEGREE NOMINEES**

**RES726\_021123**

**RESOLVED**, that the Board of Trustees hereby approves the recommendation of the Trustees, Degrees, and Nominations Committee to award honorary degrees at the May 2023 Lincoln University Commencement to the four nominees presented for consideration.

A roll call vote was conducted.

Motion passed unanimously.

### **CONSENT AGENDA**

Chairs for the Audit, Buildings and Property, Planning and Development/External Affairs, and Student Affairs committees provided reports to the Board and addressed questions from the Trustees. The Board accepted the Committee reports as information.

## **ADJOURNMENT**

There being no further business, Chairman Bruce adjourned the meeting at 1:44 PM.