

Lincoln University Faculty Regular Meeting Minutes
December 3, 2019, 12:30 PM
Ware Center Theater

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

The meeting was called to order by Dean Joseph at 12:35 p.m.

A. APPROVAL OF AGENDA

- a. A Quorum of 62 voting members out of 101 was established.
- b. Agenda was properly moved, seconded, and approved with a change to add an announcement by Dr. Zanjani of Institutional Advancement.

B. RATIFICATION OF MINUTES

- a. The minutes from the November 5, 2019 faculty meeting were properly moved, seconded, and approved.

C. ACTION ITEMS

- a. Faculty Council
 - i. Dr. Poe gave an update for the Nominating Committee. The Committee has provided a slate of honorary degree candidates to the Faculty Council. The Faculty Council will review the slate at the following meeting during the Faculty Council meeting before the candidates are forwarded to the Board of Trustees at their next meeting.
- b. The list of candidates for December Graduation was distributed. The list was properly moved, seconded approved by the Faculty.

D. UPDATES

- a. Faculty Standing Committee Reports
 - i. The chair of the Distance Learning Committee, Dr. Pelliccio, provided an update for the committee. The administration desires to start online classes in Summer 2020. Over 30 faculty members have responded to a gauge of interest questionnaire. There is a requirement that any faculty interested in teaching online courses must complete an online teaching training course, and any faculty interested in teaching this coming summer is encouraged to complete the training.
 - ii. Dr. Hall provided an update for the General Education Committee. The faculty is reminded again that ILO 1 is being evaluated the 2019-2020 school year, and the faculty is encouraged to use the rubrics for assessment.
 - iii. Dr. Donohue from the Assessment Evaluation Committee updated the faculty that students have received emails for course evaluations. The evaluations are open until the following Thursday and the faculty is reminded to encourage students to fill out the course evaluations. Questions and comments were directed at efforts to raise student response rates for course evaluations. Dr. Safford reminded the faculty that incentives for course evaluations must be done ethically, as they are used in the tenure and promotion process.

E. DEAN'S REMARKS

- a. Dean Joseph gave a short comment regarding the importance of assessment, students' writing skills and therefore the importance of ILO 1 on the students.
- b. The Dean further reminded the faculty to resist the temptation to give finals early prior to the scheduled final periods.

F. ANNOUNCEMENTS

- a. Dr. Zanjani from Institutional Advancement reminded the faculty that December 3, 2019 is the Lincoln Day of Giving. The faculty is encouraged to use the hashtag #LincolnUnited and to give on this day.
 - i. Comments from the faculty reflected the prevalent opinion on-campus regarding the delay in the Board of Trustee's ratification or approval of the three new contracts for staff and faculty. Due to the failure by the Board to take up the contract, the opinion on campus is that the inaction has consequences resulting in staff and faculty not in a giving mood.
- b. The faculty is invited to attend a Legacy Week convocation and freshmen assembly with Guest Brian Jackson on Thursday at 12:00 PM.

G. ADJOURNMENT

- a. The meeting adjourned at 1:13 PM.

Dafan Zhang, Secretary