

Lincoln University Faculty Meeting Minutes
October 1, 2024; 12:30 p.m.
John Miller Dickey Hall Auditorium, Room 136

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

The meeting was called to order by Provost and Dean of Faculty, Dr. Patricia Joseph, at 12:35 p.m. Dr. Joseph gave a brief overview of the agenda and called for adjustments. After approval of the agenda with amendments, she then turned the meeting over to chairperson of the faculty council, Dr. Sam Williams. The quorum requirement was satisfied.

APPROVAL OF AGENDA

- The agenda was amended so that (1) the action item regarding the election results to be reported by the Nominations Committee was changed to an announcement; and (2) an announcement from the Study Abroad Committee was added.
- The agenda was approved with the modifications.

APPROVAL OF MINUTES

- The September 3, 2024 meeting minutes were amended to show that the open faculty council position closed with 1 nomination, not zero.
- The September 3, 2024 faculty meeting minutes were approved with the modification.

ACTION ITEMS

- Dr. Williams noted that faculty should have received an email regarding SGA representation on the faculty committees. As several of these SGA-reserved positions have not yet been filled, Dr. Williams noted that the committees can start to fill them with students they know.
- Dr. William Donohue of the Nominations Committee announced the results of the election for the open alternate position on the Judicial Review Committee; Dr. Asadi secured the position.
- Dr. Christine Limb contested the results of the Judicial Review Committee alternate position election. She noted a timeline of the open Judicial Review Committee positions, and suggested the ballot demarcation was incorrect. Dr. Donohue countered that the previous faculty meeting minutes were approved by the faculty body.

ANNOUNCEMENTS

- Dr. Norma Gardner of the Study Abroad Committee announced a survey on the FLITE program; there was a flyer provided to the faculty body with a QR code to find out more information.
- Dr. Gardner also mentioned ISEP Study Abroad programs for students; and that a representative would be on campus Friday, October 4th.

FACULTY STANDING COMMITTEE UPDATES / REPORTS

- Dr. Gordon Stillman of the Curriculum Committee noted that a PowerPoint slide presentation was emailed that had links to the resources he would discuss. He also mentioned that the resources were accessible directly from both the Registrar and Curriculum Committee respective webpages.
- Dr. Stillman reminded the faculty body that the new Master Syllabi were due October 15th; and that faculty needed to email the Curriculum Committee directly
- Dr. Stillman then reviewed the different parts of the master syllabus, using the basic template previously provided via email (and available on the Curriculum Committee webpage) as well as sample syllabi. He emphasized what needed to be on the master syllabus versus what is on the syllabus handed to students.
- A question arose on recording due to a new state law. It was noted that the Board of Trustees just approved new University policy to align with the state law and the master syllabus will reflect that.
- A question arose regarding web-assisted and/or hybrid course methods not clearly listed for the master syllabus template; and Dr. Stillman provided clarification of the course methods.
- Dr. Stillman reminded the faculty that there is no University bookstore, the University utilizes Cengage.
- He briefly reviewed CSLOs, PSLOs, and ILOs as well as the preferred language in writing those objectives.
- A question arose regarding lecture and lab being on the same syllabus or on separate syllabi, with Dr. Stillman suggesting the Lecture/Lab course method on a syllabus.

REQUESTED UPDATES / REPORTS

- Dr. Harrison Johnson from the Registrar's Office noted work done on standardizing the timeline for course section buildouts and scheduling spreadsheets as well as refresher training for program assistants.
- Dr. Johnson also noted an email was sent out to each department for course inventory (both active and inactive courses). Registrar's Office is working with the Curriculum Committee to get the information for archiving courses.
- Dr. Johnson noted that 2024 scheduling access would close on October 18th; and the scheduling spreadsheet would be moved and inaccessible after October 21st.
- He mentioned that the Registrar's Office is auditing with Academic Affairs to look for scheduling/meeting patterns for courses as well as trying to eliminate waitlists for courses.
- A question arose regarding previously archived catalogs. It was noted that the website has catalogs back to 2008; and the library has all the catalogs in the special collections section.
- A question arose regarding Special Topics courses and a need to change the course description or title so that different Special Topics courses do not appear as the same course. This would be looked into.

PRESIDENTS REMARKS

- Dr. Brenda Allen noted the passing of Dr. Patricia Lewis-West. A moment of silence was observed.
- Dr. Allen congratulated Nancy Smith and OIERP for getting their data in early.
- Dr. Allen introduced Melvin Fenner, who will take over for outgoing Chief Information Officer Justin McKenzie as deputy chief information officer.
- Dr. Allen mentioned that at the most recent Board of Trustees meeting, the board of trustees approved a name change for ICC to honor President Niara Sudarkasa.
- Dr. Allen noted that during Homecoming Weekend, the track will be named after Coach Cyrus Jones and the field will be named after Dr. Frank "Tick" Coleman.
- Dr. Allen highlighted the HBCU-White House Conference, where the choir opened the conference with the national anthem; other university presidents were invited to visit the Barnes Foundation.
- Dr. Allen announced she was appointed Vice Chair of the State Board of Higher Education.

- Dr. Allen mentioned the Harris-Walz HBCU Tour; the student Young Democrats reached out and the University will be a part of it. Dr. Allen emphasized that this was a student initiative.
- Dr. C. Tameze wanted to highlight the achievements and dedication of Dr. McKenzie; and Dr. Allen reinforced his sentiments.
- A question arose on new tenure-track faculty having difficulty getting on committees, a necessary aspect for fulfilling the “Service” portion of getting tenure; and the possibility of the Pre-Tenure Committee role in getting some opportunities.
- Dr. Allen mentioned the 4 credit model with workshops available. She also noted that faculty need to continue to think about improving courses, mentioning recitations as well as how can we use technology in our courses.

GENERAL ANNOUNCEMENTS

- Dr. Joseph reiterated condolences for Dr. Patricia Lewis-West before announcements; and noted that the Education department would be collecting donations, an email would be sent out.
- Dr. Teresa Powell provided specifics on how people can make donations to honor Dr. Lewis-West. She also reminded faculty about opportunities available for main-campus graduating seniors to become employed as teachers in the Philadelphia School District and pursue a Masters of Education at our School of Adult and Continuing Education (SACE). She will hold meetings on Zoom to help inform and recruit.
- Dr. Hope Dameron provided an update on Middle States and accreditation as its the beginning of planning sessions for working groups; faculty should have received emails.
- Nancy Smith announced a Campus Climate Survey needed for accreditation; need students, staff, and faculty to participate. She also noted curriculum mapping with CSLO → PLO → ILO connections in Taskstream; she would also like faculty to consider more robust curriculum maps. She discussed the multi-year ILO plan, noting that currently up to ILOs 7 and 8; those assessing these ILOs will receive surveys for data. She noted that if unsure which PSLOs are being assessed, can refer to Taskstream or department chair.
- Dr. Anna Hull highlighted the greenhouses outside of Nelson Science Building; and announced Fridays on the Farm, encouraging participation. She also mentioned that the produce, vegetables, and plants from the greenhouses are free.
- Crystal Faison announced the annual Career and Graduate School Fair happening October 8–10; encouraged faculty to promote student participation.
- Dr. Samaa Gamie announced a survey for students to ascertain the factors that influence student utilization of the writing center tutors.

ADJOURNMENT

- The meeting was adjourned by Dr. Joseph at 1:48 p.m.

Respectfully Submitted by Dr. Ray Saunders, Faculty Secretary.

A-K



Faculty Meeting Sign In
Tuesday, October 1, 2024
12:30 p.m.
Dickey Hall, Auditorium

	Last Name	First Name	Signature
1	Aina	Oladipo	<i>Oladipo</i>
2	Amadio	David	<i>MA</i>
3	Arichi	Maiko	<i>Maiko</i>
4	Asadi	Mehran	<i>6 Lore</i>
5	Ayele	Abel	<i>Abel</i>
6	Babatunde	Emmanuel	Special Leave
7	Banh	Tong	<i>T. Banh</i>
8	Baskerville	Karen	<i>Karen Baskerville</i>
9	Beach	Desmond	<i>Desmond</i>
10	Bemiah	Tayibah	
11	Berry	Brandi	<i>Brandi Berry</i>
12	Booker	Tedra	<i>Tedra Booker</i>
13	Brown	Denise	<i>Denise Brown</i>
14	Butler Aungst	Denise	<i>Denise</i>
15	Button	Marilyn	<i>Marilyn</i>
16	Chin	Mikhail	<i>Mikhail</i>
17	Clay	Daniel	<i>Daniel</i>
18	Dameron	Hope	<i>Hope E. Dameron</i>
19	Davis	Tiffany	EXCUSED ABSENCE
20	Davis-Poe	Evelyn	<i>Evelyn</i>
21	Dawson	Brenda	<i>Brenda Dawson</i>
22	Deas	Mahpiua	<i>M-L Deas</i>
23	Dedefa	Dejene	<i>Dejene</i>
24	Denson	Jordan	
25	Donohue	William	<i>WSD</i>
26	Edge	Wayne	<i>Wayne</i>
27	Elliott	David	
28	Falah	Bouchaib	EXCUSED ABSENCE
29	Favor	Kevin	<i>Kevin Favor</i>
30	Feliciano	Shannon	<i>Shannon</i>
31	Files-Thompson	Nicole	

A-K



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	Last Name	First Name	Signature
32	Flint	Dana	<i>Dana B. Flint</i>
33	Gaither-Hardy	Denise	<i>Denise Gaither-Hardy</i>
34	Gallagher	Carla	
35	Gallagher	James	EXCUSED ABSENCE
36	Gamie	Samaa	<i>Samaa Gamie</i>
37	Gardner	Nora Lynn	<i>Nora Lynn Gardner</i>
38	Gayen	Saurabh	<i>Saurabh Gayen</i>
39	Gluodenis	Thomas	<i>Thomas Gluodenis</i>
40	Gnaka	Gervais	
41	Gonzalez	Christopher	EXCUSED ABSENCE
42	Haimbodi	Moses	<i>Moses Haimbodi</i>
43	Hampton	Makeda	<i>Makeda Hampton</i>
44	Hassinger	Ava	<i>Ava Hassinger</i>
45	Hawkins	Larycia	EXCUSED ABSENCE
46	Hayes	Jalaal	<i>Jalaal Hayes</i>
47	Herrera	Viridiana	
48	Hilton	Yvonne	<i>Yvonne Hilton</i>
49	Hoogeveen	Jeffrey	<i>Jeffrey Hoogeveen</i>
50	Hull	Anna	<i>Anna Hull</i>
51	Humphrey	Eve	<i>Eve Humphrey</i>
52	Ihejirika	Chieke	<i>Chieke Ihejirika</i>
53	Ihejirika	Emmanuel	<i>Emmanuel Ihejirika</i>
54	Johnson	LaToya	
55	Kennebrew	Pamela	<i>Pamela Kennebrew</i>
56	Kerns	Christina	<i>Christina Kerns</i>
57	Kodena	François	<i>François Kodena</i>
58	Kuhn	Ashley	<i>Ashley Kuhn</i>

L-Z



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	Last Name	First Name	Signature
59	Lacy	Cora	<i>[Signature]</i>
60	Lahey	Victoria	<i>[Signature]</i>
61	Lazar	Alicia	<i>[Signature]</i>
62	Lesesne	Carmen	
63	Limb	Christine	<i>[Signature]</i>
64	Mahmud	Sakil	<i>[Signature]</i>
65	Mallory	Lloyd	
	Maphunye		
66	(Fullbright Scholar)	Kealeboga	<i>[Signature]</i>
67	Martinez-Millan	Juan	<i>[Signature]</i>
68	McCarthy	Jennifer	<i>[Signature]</i>
69	McConatha	Melina	Sabbatical
70	McFadden	Joy	
71	McLaughlin	Deilia	
72	Millette	Robert	
73	Muzorewa	Gwinyai P.	<i>[Signature]</i>
74	Naik	Ranjan	
75	Nelson	Angelia	<i>[Signature]</i>
76	Norman	Marcus	<i>[Signature]</i>
77	Nwachuku	Ugochi	<i>[Signature]</i>
78	Ogutcu-Fu	Sema Hande	<i>[Signature]</i>
79	Osei	Teddy	<i>[Signature]</i>
80	Parnell-Peake	Jasmine	<i>[Signature]</i>
81	Pass	Michael	
82	Pathak	Jawahar	Special Leave Fall 2024, Spring 2025
83	Pelliccio	Lukas	<i>[Signature]</i>
84	Pettaway	Charles	<i>[Signature]</i>
85	Phillips	Cheri	<i>[Signature]</i>
86	Poe	D. Zizwe	<i>[Signature]</i>
87	Porter	Serita	<i>[Signature]</i>

L-Z



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	Last Name	First Name	Signature
88	Powell	Teresa	<i>Teresa Powell</i>
89	Robell	Kim	<i>Kim Robell</i>
90	Safford	Susan	<i>Susan Safford</i>
91	Samizadeh	Mina	<i>Mina Samizadeh</i>
92	Saunders	Ray	<i>Ray Saunders</i>
93	Siamundele	Nzunguta	<i>Nzunguta Siamundele</i>
94	Siddique	Kaukab	Special Leave Fall 2024
95	Smith	Tiffanie	<i>Tiffanie Smith</i>
96	Smith-Williamson	Karol	<i>Karol Smith-Williamson</i>
97	Sneed-Jacobs	Mychelle	<i>Mychelle Sneed-Jacobs</i>
98	Stephens	Kemberly	<i>Kemberly Stephens</i>
99	Stillman	Gordon	<i>Gordon Stillman</i>
100	Tameze	Claude	<i>Claude Tameze</i>
101	Tawose	Olamide	<i>Olamide Tawose</i>
102	Tucho	Admasu	<i>Admasu Tucho</i>
103	Tung	Amar	<i>Amar Tung</i>
104	Ugdah	IbnDevin	<i>IbnDevin Ugdah</i>
105	Wadley	James	<i>James Wadley</i>
106	Whitfield	Trejha	<i>Trejha Whitfield</i>
107	Williams	Linton	<i>Linton Williams</i>
108	Williams	Sam	<i>Sam Williams</i>
109	Wilson	Michael	<i>Michael Wilson</i>
110	Wright	Adolph	<i>Adolph Wright</i>
111	Xu	Penglong	<i>Penglong Xu</i>
112	Zeljko	Vesna	<i>Vesna Zeljkovic</i>
113	Zhang	Dafan	Special Leave Fall 2024 and Spring 2025