

Agenda & Minutes - Meeting of the Faculty Council

Date: 10/10/2017

Time: 4:00 – 5:30 PM

Location: Ivory Nelson Center for the Sciences, Room 318

Agenda

- 1) Roll Call
 - a. **Present:** Zizwe Poe, James Wadley, James Gallagher, Ozzie Richards, Sophia Sotilleo, Emmanuel Babatunde, Dana Flint, Monica Gray, James Deboy, Marilyn Button, Nicole Files-Thompson
 - b. **Absent:** N/A
 - c. **Excused:** N/A
- 2) Ratification of the agenda (Consensus)
 - a. Dr. Flint added Admissions, Academic Standing and Financial Aid committee and a Faculty Athletics Representative (FAR) report to item #5
 - b. Dr. Files-Thompson added a Technology Committee report to item #5
- 3) Ratification of previous minutes (Consensus)
- 4) Previous business
 - a. Meeting with the President
 - b. Meeting with the Strategic Planning Chairperson - Dorcas Colvin
- 5) Committees' liaison reports
 - a. By-Laws
 - b. Pre-Tenure Committee
 - c. Promotion-Tenure-Severance Committee
 - d. Educational Policies Committee
 - e. Admissions, Academic Standing & Financial Aid
 - f. Athletics - FAR report
 - g. Technology Committee report
- 6) Past Faculty Meeting
- 7) New business
 - a. Presentation from Ms. Carmina Taylor
 - b. Concerns from the gallery
 - c. Actions on other items
- 8) Announcements

Announced in Daily Bulletin and open to all members of faculty and staff.

Minutes of Discussion Items

4) Previous business

a. Meeting with the President:

- i. Executive Committee of the Council meets with President first Friday of each month. Discuss FC budget and support resource issues – photocopying and secretarial support; course release for the FC Secretary (this was originally offered to the FC Chair but at this cannot accept because according to the CBA a greater than 50% course release will result of nullify faculty-status); Dr. Poe requests that Departmental Chair Persons on the FC have their Secretaries work with the FC Secretary to assist with requirements; Dr. Gray will meet with Departmental Chair Persons to discuss as needed (this is an interim measure as we cannot utilize course release in the middle to the semester); Dr. Flint noted that the role of Secretary in any legislative body is not so much secretarial per se but rather ensure that all official documents are produced, transmitted to correct parties; Dr. Gray added that the President noted that at this time she cannot afford a full time secretary so this is a band aid solution until next semester; Dr. Poe noted that this might be more a question of prior than affordability and as soon as we show our value the President might reconsider.
 - ii. Dr. Files-Thompson re-raise the issue of the removal of release time for all FC members from the original By-laws amendment for the FC that was voted on by the entire Faculty but that document was so modified before going before the BOT – that issue is still outstanding. Dr. Poe noted that according to the CBA if we note the number of hours served this automatically adds up to some equivalent release time. Dr. Files-Thompson wanted an answer as to why this were the items removed and that a statement should be issued to the general faculty about the removal. Dr. Flint indicated he is ready to answer Dr. Files-Thompson's request with a statement on the record, however, Dr. Poe moved that the discussion be moved to next meeting in 2 weeks – the members agreed.
 - iii. Dr. Gray mentioned that President Allen is looking to expand the travel and professional development budget - this would be housed under Academic Affairs, the aim is to strengthen faculty to govern, Dr. Gallagher added that the President's timeline is January 1st for these changes to be instituted. Further, there is going to be a complete administrative overall – one college on this campus with one Dean, however some colleges like the Sciences cannot wait until January due to the installation of new Chairs and lack of onboarding for them, etc. President Allen noted that training for new Departmental Chair would be budgeted under this new governance fund. Dr. Richards asked Dr. Gallagher to clarify timeline and proposal. Dr. Poe responded that the President has indicated that she will share the new structure with the FC.
- #### b. Meeting with the Strategic Planning Chairperson – Dr. Dorcas Colvin
- i. Dr. Wadley suggested that instead of sending suggestion through Dr. Colvin – that the President be invited to have a direct discussion with the FC to prevent a watering down or misalignment of needs and response. Dr. Wadley proposed a motion to invite the President to the next FC meeting, the motion was seconded and approved unanimously.

5) Committees' liaison reports

- a. By-Laws: Dr. Maazaoui sent over a color-coded copy of the proposed updates to the By-laws. Wednesday, 10/11/17 there will be a town hall meeting to discuss document. Dr. Poe encourage members to read document carefully and try to attend town hall meetings.
- b. Pre-Tenure Committee: Dr. Gaither-Hardy sent a propose update to the rubric/checklist that was voted on by faculty to provide feedback to tenure track faculty in their 3rd year. The PTS committee agreed unanimously to recommend that the Pre-Tenure Committee use the PTS's assessment instrument since it will be ultimately use during the tenure process. Dr. Files-Thompson questioned the right of the PTS to nullify the vote of the faculty and hours of work of the Pre-Tenure Committee. Will the Pre-Tenure Committee be bringing to the faculty. Dean Joseph clarified that it was a rubric that was approved. Dr. Poe then summarize the issue up to now and to invite them the Chair of the Pre-Tenure Committee to come to the FC meeting
- c. Promotion-Tenure-Severance Committee:
- d. Educational Policies Committee: Dr. Richards' email to Dr. Ramsey about meeting received a response that she wants him to be the facilitator to schedule the next meeting. Have not met this semester. Dr. Poe mentioned that the Ed. Policies Committee needs to discuss certificates
- e. Admissions, Academic Standing & Financial Aid: announcement – there has been changes in the scholarship levels and requested the documentation for this proposed change
- f. Athletics & FAR report: Dr. Flint went to a conference and one issue that was discuss was institutions who make money off student athletes -
- g. Technology Committee report:

6) Past Faculty Meeting

7) New business

- a. Presentation from Dr. Dorcas Colvin:
 - i. Dr. Colvin stated that her mandates included strategic planning as well as filling high-level vacancies such as VP for Institutional advancement. She is on campus 4 days per week on the 4th floor of Lincoln Hall
 - ii. Why the urgency to get this plan done is 3-4 months – pent up demand for decisions and those must be made strategically, the President in her assessment since being here noted that there is a real need on campus for setting direction and priority, an external driver is the changes in the higher education landscape
 - iii. Proposed way forward – Lincoln has going through 3-4 strategic planning process in the last 6 years. Thus, instead of starting from scratch, she proposed using ideas from previous plans and test them to see if they are still relevant. One low hanging fruit is the notion of an extension school at 30th street location. Another is an Enrollment Management plan – specific characteristics of students being targeted for recruitment.
 - iv. Focus for this semester – big ideas such mission, vision and values & strategic themes – outcomes and measurement (key performance indicators).
 - v. Next semester – bottom up implementation of specific tasks

- vi. There is a planning council – large body of stakeholders including alumni, BOT members, etc. as well as 3 taskforces – situation analysis (SWOT+), performance indicators
 - vii. Stakeholders conference – November 17, 2017 from 1:00 – 5:00 pm
 - viii. Another consultant on campus – Crystal Faison who is interviewing students
 - ix. Dr. Files-Thompson asked if there is a strategic direction of one dean, why was there not a focus group of the Departmental Chairs? Dr. Colvin indicated that there is still time to discuss this
 - x. Dr. Flint asked how will this new structure modify current references to schools/colleges – Dr. Colvin responded that this need be directed to the President. She noted that Lincoln is a very small school yet had replicated the administrative structure of much larger schools. The vision is to have stronger Chairs so that everyone has someone advocating for them and less Deans and administrators – a flatter organization.
 - b. Presentation from Ms. Carmina Taylor
 - i. Presented on how parents can partner with faculty and administration in the best interest of students
 - c. Concerns from the gallery
 - d. Actions on other items
- 8) Announcements