

**Agenda & Minutes
Faculty Council Meeting**

Date: 11/14/2017

Time: 4:00 – 5:30 PM

Location: Room 318, Ivory Nelson Center for the Sciences

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
 - b. **Absent:** N/A
 - c. **Excused:** Nicole Files-Thompson
- 2) Ratification of the agenda – motion to approve, properly seconded: Consensus
- 3) Approval of previous minutes from 10/10/17 – motion to approval, properly seconded: Consensus
 - a. Dr. Flint – suggested that each minute should have a focus area highlighting decisions made, this would be in line with Robert’s Rule
- 4) President Allen – report on new academic and administrative structure
- 5) Previous business
 - a. Updates to By-Laws document
 - b. Inconsistency between Faculty Council's By-Laws section voted on by the faculty and BOT
 - c. Collaboration between FC & Union
- 6) New Business
 - a.
- 7) Announcements

Minutes of Discussion Items

2) Ratification of the agenda:

- a. Dr. Flint – requested an Executive Session at end of open meeting
- b. Motion to approve, properly seconded: consensus

3) Approval of minutes from previous meeting 11/11/17

- a. Dr. Flint – suggested that each minute should have a focus area highlighting decisions made, this would be in line with Robert's Rule
- b. Motion to approval, properly seconded: consensus

4) New business:

- a. Dr. Poe – welcomed all attendees especially; President Allen, Dean Joseph, VP Gradowski, faculty and students
- b. President Allen – specifically addressed the development of the Faculty Affairs Office under the auspices of the Provost and other administrative restructuring that pertains to faculty:
 - i. President Allen started her remarks reiterating her commitment to strong governance
 - ii. Upon her arrival on campus President Allen noted that she discovered a lack of support for both faculty and staff – e.g. professional development. For example, her introduction to campus consisted of issues surrounding faculty tenure and promotion, and untimely processing of contracts, lack of processes and procedures for basic automatic transactions, etc.
 - iii. Thus, her vision for the Faculty Affairs Office – (a) maintenance of yearly calendar, due dates, maintain promotion and tenure process and timely processing of contracts, etc.; (b) managing a pool of faculty development funds (i.e., including policies and procedures for accessing such funds, yearly budgeting and assistance to faculty for completely paperwork, etc.) – this would be in alignment with predetermined strategic focus (e.g., travel to conferences, leadership development, tenure and promotion workshop; bringing in speakers to provide training on best practices – such as in the hiring process); (c) creation and managing faculty recognition projects – to celebrate and reward faculty. Funding for faculty development activities would be separate from and in addition to the current CBA mandated funds. There will be a webpage dedicated to that Office. The goal is to fund the Faculty Affairs Office through reallocation of resources and have it established by January 1, 2018.
 - iv. She noted that there is 1:10 administrator (not including Chairs) to Faculty versus a 1:25 Faculty to Student ratio. Thus, restructuring will include: reduction in the number of schools/colleges from three to one, thus reducing the number of Deans

to, strengthen Chairs to perform some “dean-like” responsibilities and a Provost – this consolidation translates to about \$350,000 in saving immediately that could potentially fund 2-3 new faculty lines

- v. Academic support restructuring will include – consolidation of Academic and Student Affairs to bring together all academic support; Academic Advising, Career Services, Housing, CASA, etc., to create a second functionally synergistic academic area with all co-curricular activities; redefine the VP for Student Affairs’ position to be analogous to a “Dean of a College” and VP for Student Life to one of Dean of Student – the goal is to amplify the academic functions from the classroom in the living, learning environment and vice versa. Under this person will fall all academic support and student life structures.
- c. Dr. Babatunde: confirmed that under a previous administration a similar structure existed. He mentioned that faculty were assigned to dorms, etc. However, this might be an uphill task as faculty are no longer encouraged to live in the area.
- d. President Allen responded with a vision that she has of providing long term lease of land to faculty member(s) to build a home where the University would have first preference to repurchase home in the event the member separate from the university. She also mentioned the need to expand in a smart and deliberate way – about 1,800 students on main campus with plans to house those students adequately and any future expansion to include subsequent increase in the number of faculty.
- e. Dr. Button asked if these issues could be tied into preservation – such as renovating the various historical buildings on campus. President Allen responded that activities much center around fulfillment of the academic mission.
- f. Dr. Poe mentioned that over the summer, the Faculty Council developed a list of priorities – one of which was student: faculty ratio. He also asked the President to comment on how faculty can support her vision of shared governance. President Allen responded that the optimal faculty: student ratio at a liberal arts institution ideally ranges 1: 17-20.
- g. Dr. Richards noted that several years ago, there was a move to develop a solar/renewable energy farm as part of an economic/hi-tech development corridor, has there been any development in that area. President Allen responded that we do not have solar expertise at Lincoln and efforts to diversify the financial portfolio will include some tax rebate but those have not been finalized. Optimally, she would like for the university to partner with businesses where there are opportunities for students and faculty

5) PTS: Changes in CBA pertaining to the tenure process:

- a. The members of the Union will discuss and come up with a solution.

6) Announcements:

- a. Dr. Richards – the Education Policy committee did not get a response from the VPAA. Dr. Richards will invite Drs. Deboy, Poe and Chapp to meet.

7) Tally of votes on proposed updates to By-Laws

Next Steps/Deliverables

- 1) The By-Laws committee at the December meeting will bring the Article D issue before the faculty – provide an explanation of what happened and that we move to accept the changes made by BOT