

**Lincoln University Faculty Regular Meeting Minutes**  
**April 7, 2020, 12:30 PM**  
**ZOOM Call (Remote)**

---

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

The meeting was called to order by Dean Joseph at 12:30 p.m. The meeting was held on Zoom.

**A. APPROVAL OF AGENDA**

- a. Agenda was not changed.

**B. RATIFICATION OF MINUTES**

- a. Approval of the minutes from the last meeting will be postponed due to the remote nature of the current meeting.
- b. All voting should be done according to protocol at a regular meeting.

**C. ACTION ITEMS**

- a. Faculty Council.
  - i. Dr. Poe provided a quick update on the Faculty Council which will have a meeting the following week.
- b. Nominations Committee
  - i. Dr. Limb provided updates that the committee has worked with the faculty bylaws committee and the Parliamentarian so voting for faculty standing committees will occur at the next face to face meeting of the faculty.
  - ii. The committee memberships are frozen as of Spring 2020 until a face to face meeting can be scheduled in the future.

**D. PRESIDENT'S REMARKS**

- a. President Allen provided an update on COVID-19 and encourages everyone to stay safe and help flatten the curve by wearing a mask.
- b. President Allen praised all the hard work and effort that Faculty and staff put in to make through the spring semester despite the challenges of a shutdown.
- c. The university started the year with a deficit due to a drop in enrollment and has made up the deficit through prudent decisions before the COVID-19 virus hit. The COVID-19 crisis hit the university hard in two areas: a reduction of summer school income, and closure of campus mid-semester causing refund of unused portions of students' room and board charges. Fundraising felt short, and the university is obligated to pay out its contracts despite campus closure. Vendors are working with administration to try to lower the fees.
- d. Congress passed a stimulus bill with a portion of funding going to higher education institutions through a need-based formula. Since the university serves a majority of Pell grant eligible students, it should receive a good portion of funding. Additionally, some funding will be reserved for minority servicing institutions as well. The administration anticipates that it will receive adequate funding to cover the deficit caused by COVID-19 and help our students and

families.

- e. The administration is working with the Board to finalize the 2020-21 budget. A tuition and fee increase has not been approved. National enrollment trends suggest that we will not grow bigger, especially considering the current environment. The assumption is for a flat enrollment. The administration was able to analyze vacant staff and faculty positions and find room in the budget to accommodate the salary increases previously approved.
- f. The Office of Admissions is working hard to reach the goal of 500 new first year students and 100 transfer students, and things look hopeful.
- g. President Allen addressed questions regarding safety measures on campus.
- h. President Allen also thanked the group of faculty members who worked hard to offer a small set of courses this summer as the university tries to expand its online offerings.
- i. President Allen also addressed some challenges regarding transition to remote learning in the Spring and reiterated that Lincoln education is based on face to face learning that we will strategically use remote learning to support student success.
- j. The new CBA addresses stopping of tenure clock on an individual basis.
- k. Dickey Hall construction is stopped due to the shutdown order, and there is uncertainty regarding when it can resume and how much delay it will cause.
- l. Different options for commencement are being considered so seniors may have a full commencement experience with their families.

#### E. ANNOUNCEMENTS

- a. Clarifications were provided on procedures when staff and students are tested positive.
- b. Open enrollment for employees benefits for 2020-21 is through May 29.
- c. Assessment and Evaluations Committee
  - i. Dr. Donohue provided an update on the highlights of the final assessment reports.
  - ii. A lot of good data was collected regarding technology needs and student issues which will help us prepare for the future.
- d. There are three distinguished faculty members who are retiring at the end of this year, and we thank them for their service despite that we are not able to properly honor them in person
  - i. Dr. Donald Bradt in Political Science with 19 years of service.
  - ii. Dr. Laurellen Treisner in Mathematical Science with 22 years of service.
  - iii. Dr. Lynn Roberts in Chemistry and Physics with 35 years of service.

#### F. ADJOURNMENT

- a. The meeting adjourned at 1:53 PM.

Dafan Zhang, Secretary