

**Lincoln University Faculty
Meeting Minutes
December 4, 2018, 12:30 PM
Ware Center Theater**

**Patricia Pierce Ramsey, Ph.D.
Provost and Vice President for Academic Affairs
Presiding**

The meeting was called to order by Provost and Vice President Ramsey at 12:37 p.m.

A. PROVOST'S REMARKS, Patricia Pierce Ramsey, Ph.D.

- a. President, Ms. Brown and Tiffany Lee participated in Middle States conference in DC. Opportunity to speak to liaison and members of team for LU.
- b. Faculty need to read the self study report and give feedback – Open until Jan 7, 2019.
- c. If you are contacted by members of self study please respond.

B. APPROVAL OF MINUTES

- a. A quorum of 57 (main campus) + 9 (grad center) voting members was established. A minimum of 51 members are needed for quorum
- b. The agenda for the December 4, 2018 Faculty Meeting is moved seconded, and approved with amendments.

C. RATIFICATION OF MINUTES

- a. The minutes from the May 1, 2018 Faculty Meeting are properly moved, seconded, and approved as posted.

D. FACULTY COUNCIL REPORTS AND ACTION ITEMS

- a. Faculty Council (FC), Moses Haimbodi, Ph.D.
- b. Approval of the December Graduates, Ms. Cathy Rutledge
 - i. Approval of December Graduates was moved seconded, and approved with amendments. The faculty at the graduate center did not receive the list of students.
- c. Nomination Committee, Member Voting, James Gallagher, Ph.D.
 - i. Juridical Committee – Dr. Kaukab Siddique, unopposed
 - ii. Distance Learning – Lucas Pellicio, unopposed
 - iii. Writing Committee – Christopher Owens, Donald Bradt, paper ballots were collected. Christopher Owens won.
- d. Vote to revision of Institutional Learning Outcome 1, Dr. Anna Hull, General Education Committee
 - i. Changing the term oral to verbal. This allows for a more inclusive communication methods.
 - ii. This change is moved seconded, and approved.
 - iii. Workshop for ILO 1 is scheduled for reading day – Wednesday December 5, 2018. Concerns were raised about leaving the reading days to give support to our students, rather than schedule administrative meetings and workshops, such as this.
- e. Art-460 Digital Photography III, Curriculum Committee
 - i. This course was moved seconded, and approved.

E. PRESIDENT'S REMARKS, Brenda A. Allen, Ph.D.

- a. Posed the question whether we should have multiple reading days.
 - i. Ask what we are trying to achieve in order to develop an appropriate exam schedule. Perhaps more reading days would allow students to develop stronger work for finals.
 - ii. Dr. Donohue: Faculty Council sent a proposal to Ed policies committee to change the final exam schedule back to the former schedule.
 - iii. Question posed by faculty: Can we get clarity on the email sent about not having finals early and exceptions for students? Dr. Joseph: There are always exceptions, however finals should not be given early regularly. They should be given during finals week. Dr. Deboy We are contracted to teach 35 hours and final exams week.
- b. Middle States conference:
 - i. Two trustees also attended the conference.
 - ii. Lincoln community has work to do to prepare for the Middle States visit
 - iii. Asked faculty to go to site and give feedback.
 - iv. We need to develop methods of recording data that is not quantitative. If you have suggestions for how and what to add for this, please add this to the comments section.
 - v. Asked how we can be forward-looking using the data and information we have collected to make our institution stronger.
- c. Dickey Hall is finally getting repaired.
 - i. Budget is an issue because it was based on 2012 prices; however DGS allowed us to get a second bid to bring us into budget. This saved the University 3 Million dollars.
- d. Met with Faculty Council
 - i. Impressed by effort to understand what is happening the university so they can prepare the faculty for middle states conversation.
 - ii. Strategic Planning and Self Study happening simultaneously was difficult, however helped to make changes administratively and in student success.
 - iii. Question posed by faculty: What is the relationship between the Faculty Council and the Faculty Union? Who does the President meet with?
- e. Faculty Union: Contract negotiations
 - i. We aren't far apart on what is important for faculty, students and administration.
 - ii. Very good conversations: Dr. Allen feels confident that the Union and Administration will be able to develop a strong CBA.
- f. December 12 – LU will be hosting Provost office and Office of Diversity and Inclusion from Princeton University.
 - i. Lincoln has sought to emulate institutions such as Princeton over its history. As we think about our rigor in teaching and research, our CBA, et al. we will need great partnerships.
 - ii. Guests with Princeton will be meeting with chairs of departments in AHSS and Stem to develop and discuss internships, graduate school options, faculty exchanges and research.
 - iii. Lincoln has cultural resources, diversity and historical documents that Princeton does not have.
 - iv. President Allen wished everyone happy holidays. We have a holiday luncheon on Dec 12, Multi-purpose room in the SUB.

F. REPORTS/DISCUSSION

- a. Brief reports from *all* Faculty Standing Committees
 - i. Faculty Development Committee: 5-8 proposals for Spring being reviewed. March 24 is summer and fall deadline
 - ii. PTS committee: Ready to begin to review letters of intent due Dec 1. Will review all documentation by March 2019.
 - iii. Writing Committee: Reviewed Math and two Human Services courses and approved. WPP committee assessment survey was sent. Developing WPP workshops
 - iv. Athletics Committee: Working on proposal for athletic absences. Will be getting a student athlete academic advisor – we had this position in the past, and this helped with graduation and success.
 - v. Admissions and Financial Aid Committee: Review new scholarship requirement material.
 - vi. Research and Publications: Annual list of research and grants faculty members.
 - vii. Assessment and evaluation committee: Feedback on last year's assessment reports. Focusing on closing the loop/ Finalizing that data soon.
 - viii. Curriculum committee: Discussed courses submitted this semester and next semester.
 - ix. By laws: Will present documents for review in spring
 - x. Reports Committee: Discussed Dr. Poe's absence as it affects the committee.
 - xi. Gen Ed committee: Will have student and faculty focus groups on how to enhance the gen ed curriculum. Also looking at ILOs.
 - xii. Nominations: Jan – fielding nominations for committees. Restructuring of faculty committees will affect the nominations.
 - xiii. Pre-tenure: This committee is not approved by the bot and so they did not meet this semester. Ramsey: This was approved at the last BOT meeting.
 - xiv. Distance learning: possibility of combining technology and distance learning. Reports of survey: likely making Moodle stronger and having more workshops for faculty
 - xv. Juridical committee: Weekly hears confidential cases for student appeals and cases.
 1. Students on Judicial committee should be moved to Juridical.

G. ANNOUNCEMENTS

- a. Anna Hull: Anyone interested in working with the EPA please contact her. She has sent out an action plan to all chairs.
- b. Dr Ramsey: Submitted a proposal to Peco, which was accepted and students will be paid to work 6 weeks over the summer.

H. ADJOURNMENT

- a. The meeting adjourned at 1:50