

**Lincoln University Faculty Regular Meeting Minutes**  
December 1, 12:30 p.m.  
**ZOOM Call (Remote)**

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**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. Quorum was achieved at the start of the meeting.

**A. APPROVAL OF AGENDA**

- a. Approval of the agenda via votes taken in the Chat section of Zoom, as amended below:
  - i. Added: Distance Learning Committee to Faculty Standing Committee Updates and Announcements from Nancy Smith
  - ii. Moved Educational Policies Committee from Action Items to Faculty Standing Committee Updates

**B. RATIFICATION OF MINUTES**

- a. Approval of the minutes from the October 6, 2020 regular Faculty meeting via votes taken in the Chat section of Zoom, as amended below:
  - i. Section E, c. ii.: add date of Faculty Appreciation Day

**C. ACTION ITEMS**

- a. Approval of the December Graduation List subject to any updates.

**D. PRESIDENT'S REMARKS**

- a. President Allen thanked the faculty for their role in helping make the student Mental Health Day a success.
- b. The Cabinet met with students in a townhall meeting. Students expressed their stress related to the COVID-19 pandemic. President Allen encouraged faculty to continue to support students in this challenging time. The pass/fail option is in place for Fall 2020. In January, students will be able to elect if they want to continue learning remotely.
- c. Given the unpredictable nature of the COVID-19 pandemic, the instructional mode for Spring 2021 has not yet been determined. Faculty should prepare for all possibilities (remote/hybrid/in-person).
- d. President Allen shared that the positivity rate for COVID-19 on campus stayed very low throughout the semester.
- e. President Allen asked faculty to share their ideas for what the university can do to help support faculty if instruction has to go fully remote in January.
- f. Today, December 1, is the Day of Giving. President Allen encouraged faculty to donate. AON Insurance has donated \$10,000 to signify their new partnership with Lincoln University. AON is partnering with the university to recruit students from all majors to work in the insurance industry.

## E. FACULTY STANDING COMMITTEE UPDATES

- a. Honors, Awards, and Honorary Degrees Committee.:
  - i. Dr. Gallagher announced that the list of candidates for Honorary Degrees for 2021 has been provided by the committee and recommended by the Faculty Council. It will be sent to the President's Office and then to the Board of Trustees. Any other names that people would like to submit can be considered for the next awards cycle.
- b. Distance Learning Committee
  - i. Dr. Pelliccio announced that there are many training sessions available from CETL. So far 90 professors have participated.
  - ii. Based on conversations with faculty and students, to improve distance learning, three important points for faculty were brought up: 1) be conscious of the quantity of work assigned 2) make attendance and classroom expectations explicit on syllabus 3) be clear and consistent about lines of communication.
  - iii. Ms. Snider thanked everyone who has attended the Canvas training labs and reminded faculty that Moodle will be shut down permanently over the break. By December 15, please back up your Moodle courses because you will not be able to access the material after that time. Also, encourage your students to save any content they may need from Moodle.
- c. Education Policies Committee
  - i. Dr. Iherijika, on behalf of the Registrar's Office, asked faculty to take note of the Military and Veterans Code (51 P.A.C.S.) – Educational Leave of Absence and Heroic Service Act. Military members and their spouses receive an M grade for all courses they are unable to complete due to military service. Financial aid and scholarships should not be negatively affected due to military service obligations. For more information, contact the Office of Veterans Affairs.
  - ii. Dr. Iherijika announced that the Mass Communications Program made a minor change to the language used to describe the major in the Academic Catalog.

## F. ANNOUNCEMENTS

- a. Ms. Smith thanked everyone who has submitted their assessment plans, about 70% have submitted already. If you need assistance, the Office of Institutional Effectiveness, Research & Planning will be working during December and January and you can schedule a Zoom meeting.
- b. Dean Joseph underscored the importance of clarity around expectations and assignments to ensure student success in the remote learning environment.

## G. ADJOURNMENT

- a. The meeting adjourned at 1:25 PM.

Juan Martinez-Millan, Secretary