

**Lincoln University Faculty
Regular Meeting Minutes
Monday 7 February 2017, 4:00PM
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 4:03 p.m.

I. PRESIDENT'S REMARKS, Dr. Richard Green

- Governor Wolf announced his budget. The allocation for the state related institutions will remain the same as last year, which will be \$14.4 million for Lincoln.
- President Green will go to the White House with other HBCU presidents about funding for HBCUs. The White House Initiative on HBCUs will move from the Department of Education to the White House.
- Board of Trustees will meet this Saturday with nominations for new board members for the next academic year.
- President Green will attend the CIAA basketball conference tournament and will meet with other presidents to discuss the change of federal officials.
- Work on Dickey Hall will commence in March. Preliminary plans will be posted for both Dickey Hall and the new Welcome Center.
- Jeff Chapp was thanked for his work setting up the Purvis Young exhibit in the ICC.

II. PROVOST REMARKS, Dr. Ramsey

- FF&E funds will be used to add shelving to the library.
- Lincoln will be involved in discussion with state officials concerning access and completion.
- Lincoln's 4-year graduation rate is high compared to other HBCUs, but the 6-year rate is low. Many graduates are attending graduate schools soon after graduation. The provost will be studying these unique aspects of Lincoln including how financial aid affects these rates. The scheduling of classes will also be examined.
- BOT Education Policy Committee approved the faculty council, and it will move to a full board vote.

III. ACTION ITEMS

- A quorum of 67 voting members was established.
- The February 7, 2017, Agenda was properly moved, seconded, and approved as posted.
- The Minutes from December 5, 2016, and January 9, 2017, were properly moved, seconded, and approved as posted.
- Nominations Committee, Dr. Monsilovitch

- Virginia Smith and James Gallagher were elected to the Nominations Committee.
 - Frank Worts was elected to the Distance Learning Committee until April 2017
 - Andriy Semychayevsky was elected to the Curriculum Committee to replace Moses Haimbodi, who is on sabbatical.
 - Aqueel Dix was elected to Admissions, Academic Standing and Financial Aid Committee to replace Moses Haimbodi, who is on sabbatical.
- **Bylaws Committee, Dr. Maazaoui**
 - Changes to the Technology Committee were properly moved, seconded, and approved as posted.
 - Discussion indicated that the majority of the committee members will be faculty members.

IV. Reports

- **Assessment and Evaluation Committee, William Donohue**
 - Feedback on assessment plans is available on Xitracs
 - Make sure to enact plan. Data collection is due May 8 to Xitracs.
 - May 9 is Assessment Day that will allow for group discussion of data results and analysis.
 - Make sure any actions taken this year that are the result of previous years' assessment are documented.
- **Self-Study, Drs. Hilton and Hull**
 - Members of the Steering Committee were thanked
 - Sign-up sheets for the seven task forces were posted outside the meeting room. Everyone is encouraged to join a task force.
 - Middle States will be on campus April 7, 2017, to review plan and re-direct if necessary.
 - The Self Study To Do List:
 1. The Steering Committee has been assembled
 2. Need to populate task forces
 3. Come up with a Theme
 4. Then create a plan
 - Discussion: An issue in the last self-study was closing the loop and assessment. Another factor was creating uniform syllabi. All syllabi need to follow the standard template.
- **Announcements**
 - Committee on International and Global Initiatives approved the following faculty-led proposals for Summer 2017:
 1. Dr. Emmanuel Babatunde to Ghana and South Africa
 2. Dr. Jamila Cupid to Mexico
 3. Ms. Evelyn Davis-Poe to Spain
 4. Dr. Emmanuel Ihejirika to Italy

5. Dr. Zizwe Poe to Egypt
 6. Dr. Oswald H. Richards to Spain
- Two events sponsored by University of Pennsylvania
 - Music Performance by Al-Bustan, Wednesday, February 15, 2017.
 - Lecture by Dr. Cheikh Babou, Associate Professor of History University of Pennsylvania, Tuesday, February 21, 2017.
 - CETL
 - Transforming the teaching and learning environment webinar
 - Library room 116
 - Every day for two weeks
 - Electronic Writing Portfolios Discussion—Tuesday, February, 28, 2-3, Library 302
 - Suggestions for CETL: email ahull@lincoln.edu
 - Reminder: Policy on excused absences for athletes and other students representing the University.

Students representing the University in athletic events or other University sanctioned activities will be excused from class(es) with the responsibility of making up all work and examinations. The Department of Athletics will provide an excused absence lists/form to faculty members prior to competitions.

 - Incremental ways of improving the system such as using the LMS and podcasts. There are a lot of options to keep those students in the loop.
 - Discussion: The Bulletin communication system is used for official absence notification.
 - Technology can be used to facilitate remote education.
 - An issue with technology that students and faculty have experienced are problems with access to that technology.
 - A question was asked about a policy regarding suspension as a university excuse. Dr. Ramsey has an issue with students who are suspended before the hearing. The suspension should be done in school, and Dr. Ramsey has spoken to Student Affairs. It is up to the professor to decide if those absences are excused or not.
 - The Student Wire is a separate communication tool from the Bulletin. Dr. Ramsey suggests that students be responsible to send the professor an email if they are going to be absent.
 - Amos Lecture, funded by money from the Amos Family, titled Black Past Matters will take place at 6:30 p.m. in the chapel on February 7.

- The Writing and Reading Center is open Monday to Thursday 11 a.m. to 8 p.m., Friday 11 a.m. to 4 p.m. and Sunday 2 p.m. to 7 p.m. A satellite location in the Library is being explored.
 - The WRC tutors will be presenting at the Mid-Atlantic Writing Center Association Conference on post colonialism and the writing center.
- Sigma Tau Delta, the International English Honor Society, is honoring the University for 20 years of membership.

The meeting adjourned at 5:23 p.m.

William Donohue, Secretary