

**Lincoln University Faculty
Regular Meeting Minutes
Monday 5 December 2016, 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 the Provost and Vice President Ramsey at 4:07 p.m.

I. PRESIDENT'S REMARKS, Dr. Richard Green

- Over the last weekend there was fighting on campus. Only a few students were involved, and the University is trying to find out what happened. Classes will continue as normal.
- Admissions applications are up from last year. Agreements with community colleges will help with transfer numbers.
- Faculty and staff research efforts have impressed the president with \$3 million in grant applications submitted and about \$3 million more by February 2017.
- Personnel Changes:
 - Interim Vice President Institutional advancement, Stephen McDaniel
 - Interim Vice President Student affairs, Rosell Wilson
 - Director of Public Safety and Security, Ruth Evans
 - Chief of Police, James Connor
 - Sports Information Director, Bob Heller
 - A search underway for Alumni Director and Athletic Director
- The alumni fund drive has commenced.
- An energy contract has been signed to improve the efficiency of energy used on campus. The saving from the changes will offset the cost to implement the changes.
- The food court in the Wellness Center is being worked on with the intention of opening soon.

II. PROVOST REMARKS, Dr. Ramsey

- The Board of Trustees passed a resolution to approve the Faculty By-laws change to create the Faculty Committee on Distance Learning.
- As an example of positive feedback, at the Academic Council Meeting, Registrar Cathy Rutledge shared an anecdote from a conference where Lincoln University students were praised.
- Science faculty and two companies are discussing research on medical marijuana.

III. ACTION ITEMS

- **A quorum of 51 present members was established.**
- **Approval of the minutes**
Minutes from the November 1, 2016 faculty meeting were moved, seconded, and approved.
- **By-Laws Committee, Dr. Flint**

- A motion was moved and seconded to accept the vote from the past meeting on the establishment of the Faculty Council, as posted, including the friendly amendment that after 3 years at any faculty meeting any member of the faculty can make a motion to rescind the faculty council with 2/3 vote of the faculty present and of the total voting faculty.
- The motion carried.
- Discussion:
 - The vote at the November meeting required 49 votes, but it received 43 votes in favor. However, the 8 positive votes from the Graduate Center for the Faculty Council were not counted in the last meeting.
- **Curriculum Committee, Mr. Chapp**
 - PAS 412 Course Submission/Syllabus was approved.
- **Distance Learning, Mr. Kennie Edwards**
 - The revised Distance Learning Policy, as posted, was approved.
 - Discussion:
 - There is no current director of online education. The position would be under Academic Affairs as its own program.
 - The 24/7 technical support is assumed to be available and will come through the learning management software hosted by an off campus company.
 - Security such as the ability to proctor exams was discussed. The distance learning policy was from a general perspective as opposed to pedagogical techniques. Security, including the purchase of software, was raised. Open WIFI on campus poses a problem from hackers. The IT assessment included the vulnerability of the system. The report was shared with the Board of Trustees.
- **December Graduates, Registrar Catherine Rutledge**
 - The List of graduates was approved pending final grades and approval from the departments.

IV. DISCUSSION

- **Assessment and Evaluation Committee Report, William Donohue**
 - Reviews of assessment plans have been completed and feedback is available on Xitracs.
 - In preparation for the Middle States Self Study, completing assessment from this year is vital.
 - Be sure to include evidence of the assessment.
 - Non-academic areas also must complete assessment.
 - Contact Prof. Donohue at wdonohue@lincoln.edu with any questions.
- **By-laws Committee, Dr. Abbes Maazaoui**
 - Proposed changes to the membership of the Technology Committee, as posted, were discussed.

- **Lectures and Recitals, Dr. Poe**
 - Two speakers have come to campus, including Anthony Browder, an artist and Egyptologist.
 - The committee is unsure of its budget, which hampers its ability to seek proposals for future lectures and recitals.

V. ANNOUNCEMENTS

- CETL, Dr. Anna Hull
 - Workshops on General Education assessment will be held on Dec. 13 concerning ILOs 6 and 8.
 - CETL can fund faculty development for faculty to attend conferences in June.
 - The spring CETL calendar will be available in January
 - Volunteers for the blog are encouraged to contact Dr. Hull at ahull@lincoln.edu
- Academic Affairs, Dr. Ramsey:
 - Textbook adoptions are overdue to e-campus; please submit. Also, update the editions or selections for out-of-date text books.
 - 98 first-year students have not registered. Please tell students to register.
 - Volunteers are needed to assist with the Middle States self-study. Contact Dr. Joseph for details.

Dr. Ramsey wished everyone a restful holiday and reminded faculty to submit grades on time.

The meeting adjourned at 5:01p.m.

William Donohue, Secretary