

## **Faculty Meeting Minutes**

November 9, 2010  
Room 123, Science Building  
Dr. Ivory V. Nelson Presidin

### **A. Bishop David G. Evans, Chairman of the Lincoln University Board of Trustees**

Bishop Evans came to hear the concerns of the University faculty and asked questions on issues that concerned us as a faculty. He addressed several questions concerning the process of Presidential selection to succeed the retiring President Nelson. The Board is now concerned with goals and is process driven (a corporate model). The selection committee that has some experience and will make use of both the traditional and contemporary approaches combined. The overall goal of the Board is that Lincoln has students that are graduate school ready for the Top 50 universities or industry ready on a fast track. We are investigating the need to use some sort of graduation exam such as the GRE, GMAT, LSAT, etc. as a graduation requirement. Each department will determine the specific graduate exam for their majors. Normally the students pay for the graduation exam and don't require it for graduation. Some faculty feels that if all students are required to do this as a graduation requirement the University should pay the fee. Lincoln is not like most schools. We need to do this to improve the academic achievement of our students. The testing process we are doing with the final graduation exam to assess the academic achievement of our students and their success.

We need to get the Horace Mann Bond history of Lincoln University reprinted so we can use it in our courses.

### **B. Report of Student Government Association: Stephanie Rand, Vice President of Internal Affairs**

Her report covered the following:

- Please remind the students to use LU voice to express concerns to SGA representatives
- Black Studies Committee will meet tomorrow Wednesday November 10, 2010 at 2 PM, Room 354, Dickey Hall. They will discuss having a Black studies Major or Black Studies.
- Academic Concerns Committee composed of 20 student members. SGA Constitution requires this committee to address any academic concerns of student and student based assessment of the faculty every semester. They feel that current student evaluation of faculty is not effective.
- Alumni Association and SGA coat drive is now ongoing for old winter coats.
- Recycling initiative is still in the logistical stage with the Physical Plant.

Some faculty present expressed their concerns about the SGA Academic Concerns Committee and their student based assessment of the faculty.

### **C. Report of the President: Dr. Ivory V. Nelson**

We have not received a report from Middle States. We are now undergoing an internal process of student learning assessment of 17 programs (Round 1) by December 1, 2010. This is a continual process. We need to update them annually and we need to review our other majors (programs) as well.

We will keep the faculty updated as we continue doing our internal exercise of student learning outcomes assessment. It is the heart and soul of the University. The Department will decide how many programs it will do to meet the University goals and mission. From this point on no individual faculty member will determine what textbook they will use. It will be the department that will make this decision as a collective. Every department needs to identify what it will want to achieve with the programs they are offering. History Department has decided to do one of the following three things: Social Studies teachers in the school system; law school or graduate school. Business Department has 4 majors and 6 minors with only 7 full time faculty members along with adjunct faculty to serve 800 students. They need to decide which majors and minors they can handle. Everything from now on has to be assessment driven in terms of student learning outcomes.

In 1999 we had 52 majors and now we had 30 majors. We still need to decide how many majors which we can handle in today's environment of student learning assessment. Each department must undergo a thorough review of what it is doing and should do in the future.

Dr. Nelson distributed a packet of information for the faculty:

- 2009-2010 Pennsylvania Higher Education Assistance Agency School Financial Aid Summary Report
- National Center for Education Statistics IPEDS Data Feedback Report 2010
- Information Technology Quarterly Report
- Library Quarterly Report
- Table of Contents for the Moody's Investor's Service Presentation (62 pages).

There was extensive discussion of the internal exercise of assessment of student learning outcomes between Dr. Nelson and the faculty.

#### **D. Report of the Provost and Senior Vice President: Dr. Grant D. Venerable II**

The faculty must use the Grades First system. We have invested considerable financial resources with this software.

We are dealing with multi-variable system of Academia with the assessment of student learning outcomes. We have a Board of Trustees, a President with administrative staff, Academic, Student Affairs, Fiscal Affairs, Physical Plant, IT, Athletics, and faculty & staff. Middle States does not give us prescription to follow. Each University is different. We are in a full blown research and development project with student learning outcomes. We have 100 full time faculty plus 100 adjuncts a total of 200.  $200 \times 200 = 4000$  interactions just involving the faculty. It will take the process a long time. The Board just does not understand the accreditation process. How are we going to follow up on this process of assessment? There is a grid we are following with

deadlines. Lincoln University has to meet 14 standards with Middle States. We did achieve passing 13 of the 14 standards in 2008 for a 91% success rate. By now Middle States is getting more specific about Standard 14 Student Learning Outcomes.

Three departments were flagged by the visiting team as being successful with Student Learning Outcome performance. These departments had direct measurements of student learning outcome assessment. Many of departments had it for the first two years of courses: freshman and sophomore. Middle States was looking at Student Learning Outcomes for the program/majors (departments) as a whole.

We will email the management tool keeping track of how each program (major) is meeting the four steps associated with student learning outcome (Standard 14) to the entire faculty. This is updated weekly by Dr. Aubrey.

## **V. Actions Items**

1. Approval of the minutes for the October 5, 2010 Faculty Meeting. The minutes were approved without objection.

2. Recommendation from the Curriculum Committee: Dr. Robert Langley  
Dr. Langley reported that the committee is recommending the reallocation of credits for BIO 102 Human Health and Disease II and BIO 162 Human Health and Disease II Laboratory (2nd semester of Biology) which was overlooked last academic year. Under the reallocation of credits BIO 102 is now 3 credits instead of 4 and BIO 162 is now 1 credit instead of 0 credits. This change will be effective with spring 2011 semester. This recommendation was approved by the faculty.

3. Recommendations from the Educational Policies/Curriculum Committees: Dr. Grant

4. Venerable.

5. Modified Grade Change Policy. The committee proposed that we change the policy concerning The “Incomplete” Grade (I). This was suggested by the internal auditor of a review how this grade has been handled in the past and his recommendation was endorsed by the Provost’s Council on October 13, 2010. After extensive discussion among the faculty there was a general unwillingness to accept the language of the proposal as written. It was agreed that we will postpone this item till the December faculty meeting and give the Educational Policies Committee a charge to rewrite the language of this proposal.

6. Masters of Education in Early Childhood Education, PK-4 Program proposal. This proposal revised the Early Childhood Program to meet the new Pennsylvania Department of Education Guidelines. Under this proposal the program provides the following new program components added per PDE guidelines:

- 3 Special Education courses
- 1 English Language Learner course

- Total of 190 field experience hours in conjunction with course work and prior to student teaching; Stage 1-4 requirements
- Intake form that allows for flexibility to give graduate student credits for previous course work, life experience, assessment, and work experience
- New advising sheet to match required courses
- Additional Faculty narrative biographies
- Assessment matrix: courses aligned with PDE competencies (Source of Student Learning Outcomes) and location of formative and summative assessments
- Assessment rubrics.

The proposal was approved by the faculty.

7. Reports from the Faculty Standing Committee. Due to length of the meeting it was agreed to postpone this to the December faculty meeting. It was recommended that each standing committee provide a brief one page report in writing as well.

#### **VI. Discussion Item**

1. Faculty development: Dr. Linda Stine. Linda reported that she will email her report regarding the Faculty Development Committee to the entire faculty for review and study. She would appreciate a response from the faculty.

**VII. Announcement: Dr. Gladys Willis. The Fall Amos Scholarly Lecture** will be held on Wednesday November 18, 2010 at 4 PM in the Ware Center Theater. It will feature Dr. Arthur Spears who will speak on the topic: Race, Color and Language.

The AAUP-LUC chapter meeting which was originally schedule to take place after the faculty meeting will be rescheduled to another date to be announced.  
Respectfully submitted,

Albert M. Bryson, Faculty Secretary