

**Lincoln University Faculty
Regular Meeting Minutes
Tuesday, 7 November 2017, 4 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 4:05 p.m.

A. PRESIDENT’S REMARKS, Dr. Brenda A. Allen

- a. President Allen thanked the faculty for participating in the inauguration events, and she feels lucky to be at an institution with so many engaged faculty.
- b. Strategic planning process update: A committee of faculty, staff, and students is conducting a current trend in higher education analysis. Another committee is examining aspects of Lincoln University to identify metrics. A stakeholders’ conference regarding the strategic plan will take place on Friday, November 17. A draft will be completed by the end of the Fall 2017 semester. A final draft will go to the Board of Trustees for their February meeting.
- c. The Commonwealth of Pennsylvania has approved the budget appropriations for Lincoln University.
- d. The President visited with the PA Department of General Services (DGS) with Charles Gradowski, the Vice President of Fiscal Affairs, and Kathy Comisiak, the Capital Projects Manager. President Allen wanted to go in person to meet the DGS staff and review the DGS process. Tips she learned included the University decides what is done with the allocation—narrow parameters are interpreted narrowly; broad parameters are interpreted broadly. One building of historical importance is Nnamdi Azikiwe Hall. Allocated funding for renovations, between \$6 and 7 million, can be used to renovate Azikiwe Hall. Dickey Hall has a \$3 million overage. A renegotiation with the architects is underway, and the plan is to open the building in June. Due to some institutions not paying overage bills in a timely manner, the money is due now, which is a change in the process.
- e. Faculty openings: Unfilled positions will be targeted for a July 2018 start date with contracts signed by the end of May 2018.

B. PROVOST REMARKS, Dr. Patricia P. Ramsey

- a. Commended Mr. Chambers and Dr. Horn for the conducting of the band who won the Oxford parade.

C. RATIFICATION OF THE AGENDA

- a. A quorum of 61 voting members was established. The total faculty number is 100.
- b. A procedural objection was raised regarding the By-Laws item on the agenda.
 - i. Dr. Deboy responded as Parliamentarian to explain that the town hall meetings allowed for “bottom-up” feedback. Based on those meetings,

two motions were removed. Procedurally, there is nothing that requires that actions in the town hall meetings be reported. The town hall meetings are preliminary. The faculty meeting is the official opportunity to vote on motions in front of the faculty up or down.

- ii. A motion was made and seconded to delete the By-Law changes item from the agenda. The motion failed.
- iii. Quorum of 62 reestablished.
- iv. Two issues were raised for discussion items including busing to Studio Green and excused absences for the band, choir, and athletes. Dr. Poe stated that the Faculty council may be a better venue for that discussion. The issues were placed as announcements.
- v. The agenda was approved.

D. RATIFICATION OF MINUTES

- a. The minutes from the October 3, 2017, Faculty Meeting were properly moved, seconded, and approved as posted.

E. ACTION ITEMS

Faculty Council, Dr. D. Z. Poe, Faculty Council Chair

- a. Faculty Vote on *HSC-230 Introduction to Health Science Syllabus* proposal.

- i. A paper ballot was collected and tallied by members of the Faculty Council.
- ii. The motion passed.
- iii. A point of clarification—the council does not change the proposal. It asks questions of the proposal.

- b. Faculty Vote on By-Laws Modification Proposal.

- i. An error was made in not properly labeling the changes to the By-Laws as a “proposal.”
- ii. Approved changes to the By-Laws is in process of being updated to the official By-Laws documents.
- iii. Paper copies of the proposed changes were disseminated.
- iv. Point of Clarification- 51 votes are need for a By-laws change this semsester.
- v. Point of Clarification—Any approved Faculty By-Laws changes by the faculty will be forwarded to Academic Affairs, who will bring the recommendations to the Educational Policies Committee of the Board of Trustees who will present it to the Board of Trustees. If the Board of Trustees approves the recommended changes to the By-Laws as presented, the Faculty Council will post the result. The person responsible to update the website about changes has not been determined.
- vi. The Faculty By-Laws document is a bilateral document. Both the Faculty and the Board of Trustees need to approve any changes. Neither one side can unilaterally modify, delete, or add something to that document.

Quorum was reestablished before the vote to ensure at least 51 people were present to vote on the by-laws changes.

The four motions listed below were made by the By-Laws Committee. Paper ballots were distributed and collected by the Faculty Council. Results were not announced at the Faculty meeting. A quorum call after the fourth motion was made resulted in a loss of quorum thus ending the ability to vote on action items.

Motion # 1

3.01. A publicly stated meeting of the Faculty under the President, as Chairperson, shall be held every two months during the academic year when the Faculty Council is ratified. Should the Faculty Council be de-commissioned/annulled, then Faculty meetings will be held monthly during the academic year.

Point of Clarification—Faculty meetings would be held every other month, but Faculty Council can only make recommendations. The Faculty still need to vote on all motions for final approval at the Faculty meeting.

Motion # 2

5.09 f. The Committee on Educational Policies shall be composed of the Vice President for Academic Affairs (chairperson), two students, and five members elected by the Faculty, one from each college, one at large, one from the graduate Faculty, and the Registrar. This committee shall meet at least once per academic semester with the Academic Affairs Committee of the Board of Trustees.

Amendment to add the Registrar to the committee was made, seconded, and approved.

Motion # 3

5.09 h. The Committee on Honorary Degrees shall be composed of two members elected by the Faculty, three appointed by the President, and two students. This committee shall meet no later than November 1 of the academic year preceding the award, and prepare a slate of candidates for Faculty vote at the December Faculty meeting. The committee will submit Faculty recommendations to the Board of Trustees for consideration at its next scheduled meeting.

Motion # 4

5.09 r. The Committee on Student Health and Welfare shall be composed of two administrative officers responsible for student affairs, five faculty members elected by the Faculty, one of whom shall serve as chairperson and shall vote in case of a tie, the Director of Student Health Services, and six students chosen by SGA from the upper classes. The Committee shall be empowered to form a subcommittee to investigate, study and evaluate student attitudes, behavior, health and general welfare. A University designated physician, psychiatrist, or psychologist shall be consulted as the need arises. This committee shall meet at least annually with the Student Welfare Committee of the Board of Trustees.

F. REPORTS/DISCUSSION

- a. Faculty Council Report, Dr. M. Gray
 - i. Next meeting next Tuesday, November 14, 2018 in the Ivory Nelson Center. The Faculty Council website is live with announcements and reports.
 - ii. Discussion raised issues of faculty participation in the faculty meeting and the concern with the loss of quorum, failure to excuse absences for students representing the University, the tuition for honors students outside of the 18 credits per semester, bussing for Studio Green, which will be addressed at the Faculty council meeting next Tuesday, at 4 pm in the Nelson Building room 318.

G. ANNOUNCEMENTS

- A. Closed Faculty Meeting directly after faculty meeting, Dr. W. Dadson, LUC-AAUP President
- B. Dr. Ramsey asked that students ask members from Student Affairs to attend the Faculty Council meeting to discuss Studio Green.

The meeting adjourned at 5:49 p.m.

William Donohue, Secretary