

Minutes of the Lincoln University Faculty Senate
September 24, 2009, 11:00, 106 MLK

The meeting was called to order at 11:06 by Dr. Debra Greene, senate chair. A quorum was met.

Approval of April, 2009, Meeting Minutes

Dr. Cal Johnson moved that the minutes of the April 30, 2009, meeting be approved. Dr. Nancy Browning seconded the motion. The minutes were approved.

New Business

A. Office of Academic Affairs—Dr. Annette Digby

Dr. Annette Digby shared information on items related to registration and enrollment:

1. Late Registration—Registration was extended due to difficulty in registering students in a timely manner. Recognition of these problems by administrators, followed by a discussion of the situation in the president's cabinet, led cabinet members to feel extending late registration was justifiable. However, even with the extension, no student was registered late.

2. Deregistering—Deregistering will occur as soon as an accurate and complete list of those who have not taken care of financial obligations is completed. Dr. Digby asked that when faculty receive the lists, they send students to Student Accounts to make financial arrangements by the end the day. If they do this immediately, they will be reinstated.

3. On Late Enrollees—Faculty have the right not to accept a late registrant. A student must see the faculty member for approval. If a student suggests that any administrator has approved his/her enrollment in a particular class, and the faculty member has questions, call Dr. Digby.

Also, Dr. Nancy Browning noted concerns about late "adds." Dr. Digby stated that when the late registration was approved for this semester, late drop/adds were adjusted accordingly, and that in retrospect, that was a problem. Dr. Jim Borgwald stated that when such decisions are made, the decision and the rationale should be communicated to faculty.

B. Public Safety—Mr. Bill Nelson

Mr. Bill Nelson stated that one part of Public Safety's current initiatives is changing the name of the department to reflect the duties and responsibilities of Public Safety. Staff, faculty and students (the latter, specifically through a meeting with the SGA) have requested that the department consider a name change, and as a result, Dr. Carolyn Mahoney took the issue to the president's cabinet for discussion. Mr. Nelson requested that faculty give their feedback on the following possible name changes as soon as possible: Campus Police, LU Campus Police or LU Police Department. Dr. Nancy Browning suggested we take an informal vote on faculty preference. A voice vote reflected an overwhelming preference for "LU Police Department."

C. Department of Nursing—Dr. Connie Hamacher

Dr. Connie Hamacher informed the faculty of two upcoming accreditation visits for the nursing department.

The Missouri State Board of Nursing will review the AAS program and conduct the campus visit on October 6. Dr. Hamacher asked general education faculty who teach courses that are part of the AAS program to support the process by attending a meeting with the MSBN review committee on October 6 from 2:00-2:30 in 205 Elliff Hall.

The National League for Nursing Accrediting Commission will conduct their visit on October 27-29. General education faculty who teach required courses for the BSN program are requested to meet with the reviewers on October 28 from 12:00-1:00 in 205 Elliff. Faculty members should be prepared to discuss how the content of their courses provides foundational knowledge for both the AAS and BSN programs. Snacks may be provided.

Dr. Hamacher also stated, as a point of clarity, that the BSN Program is a *hybrid* online program as opposed to an *online* program. When more general education courses come online, the program can be designated as an online program. She also shared how the program has improved since the last NLNAC visit, specifically, increases in the percentage of non-white and male students and increases in fiscal and physical resources.

D. Proposals to Amend “Rules and Regulations”—Dr. Kurt DeBord, AAUP President

Dr. Kurt DeBord, representing the local chapter of the American Association of University Professors, brought three proposed changes to the faculty for consideration.

Proposal #1--Dr. DeBord moved that the following wording be substituted for the present wording in part 3.36.3 of the **LU** Rules and Regulations:

During the academic year contract period, times when classes are not in session, such as spring and winter break, are generally assumed to constitute vacation with pay for academic faculty on nine-month appointments. University business, however, may require that these faculty members attend meetings or prepare reports or perform other essential tasks during what would normally be considered "vacations." Such participation may legitimately be required by administrative officers, college deans, department heads, and university committee chairpersons.

Dr. Nancy Browning seconded the motion.

Dr. DeBord explained that the proposed wording maintains the original intent, but in a clearer manner. The motion passed unanimously.

Proposal #2--Dr. DeBord moved changes to Sections 3.05, Colleges: Leadership and 3.06 Academic Departments: Leadership, of the LU Rules and Regulations, to the following:

3.05 Colleges: Leadership (4.13; revised)

Each college shall be headed by a dean. The dean shall have the academic rank of professor. Deans are selected by the president of the university upon recommendation of a screening committee. The search for appropriate candidates must be conducted in accordance with the university's hiring practices and procedures. The dean shall be appointed for a term of one, two, or three years and shall be eligible for reappointment. Reappointment shall be at the discretion of the president and shall be based upon recommendation of the vice president for Academic Affairs. Prior to reappointment of a dean, the VPAA shall initiate a systematic, anonymous evaluation of the dean by department heads and faculty members of the college. The dean shall have the following responsibilities:

- Oversee academic/instructional activities
- Foster the development of academic programs and their curricula
- Recommend faculty appointments, promotion, tenure and termination
- Promote faculty development
- Facilitate interdisciplinary collaboration and development of programs, courses, grants and projects
- Supervise and evaluate department heads, directors, and associate directors
- Participate in fiscal year budget planning
- Assume other responsibilities as assigned by the VPAA or president

3.06 Academic Departments: Leadership (4.16, 4.17, 4.18; revised)

Each academic department shall be chaired by a department head. A department head is a "leader among peers," and therefore department faculty members are instrumental in the selection of their department head. When there is a department head vacancy, the departmental faculty must first decide whether a new head is to be chosen internally or through an external search. (There must be an open position within the department if there is to be an external search.) Department heads are nominated or screened by the faculty and are chosen based upon a simple majority vote by the faculty in the department. The recommendation from the faculty must be sent for approval through the levels of dean and VPAA. When an internal appointment is made, the department head shall have the academic rank of at least associate professor or assistant professor with a minimum of 10 years service to Lincoln University. Official appointment to the position is by the president. Department heads are appointed for a period of one to three years.

In line with the university's regular yearly evaluation cycle, the dean will initiate a systematic, anonymous evaluation of the department head by departmental faculty. Prior to reappointment to a new term as department head, the dean will initiate a department faculty vote on whether or not to retain the department head. If the majority of the faculty vote to retain the department head, the dean will review the evaluations and recommendation and forward her/his recommendation to the VPAA. If the majority of the faculty vote against retaining the department head, the college dean will initiate the search for a

new department head. A department head may be relieved of her/his duties at any time by the president.

Dr. Kylar Broadus seconded the motion.

Dr. Debord explained that the rationale for the proposal was to create a process for faculty evaluation of deans and department chairs where the results of the evaluations would be used to insure faculty input. In instances in the proposal where the intent was not changed, the proposed rewording was intended to clarify intent and reduce vagueness.

Ms. Donna Stallings raised concerns from the perspective of an individual whose continued position would be solely dependent on the evaluations of those under them. A brief discussion continued along these lines which focused on the limitation placed on a dean in re-appointing a department chair, as well as on clarification of what the proposal actually stated in regard to the limitation.

Dr. Michael Bardot moved to table the motion. Dr. Connie Hamacher seconded the motion. The motion failed by a vote of 32-23.

Mr. Bryan Fawks moved to call the question.

The motion passed by a vote of 43-16.

Proposal #3: Dr. DeBord moved changes to Section 8.53 Equal Employment Opportunity Policy Statement of the LU Rules and Regulations, to the following:

8.53 Equal Employment Opportunity Policy Statement (12.15; minor revisions)

It is the policy of Lincoln University to promote and ensure equal employment opportunity for all persons regardless of race, color, gender, national origin, religion, age, disability, sexual orientation, or gender identity.

Equal employment opportunity principles govern all aspects of the university's personnel policies, employment practices, and operations. All phases of employment, including recruitment, hiring, evaluation, promotion, transfer, assignment, training, benefits and separation, shall be conducted in compliance with equal employment opportunity laws and regulations.

Supervisors at all levels share the responsibility to ensure equal employment opportunity.

Lincoln University agrees to comply with the following federal laws prohibiting job discrimination:

- Title VI and Title VII of the Civil Rights Act of 1964, which prohibit employment discrimination based on race, color, religion, sex, or national origin;
- Equal Pay Act of 1963, which protects men and women who perform substantially equal work in the same establishment from sex-based wage discrimination;
- Age Discrimination in Employment Act of 1967, which protects individuals who are forty years of age or older;
- Title I and Title V of the Americans with Disabilities Act of 1990, which prohibit employment discrimination against qualified individuals with disabilities in the private sector, and in state and local governments;
- Sections 501 and 505 of the Rehabilitation Act of 1973, which prohibit discrimination against qualified individuals with disabilities who work in the federal government; and
- Civil Rights Act of 1991, which, among other things, provides monetary damages in cases of intentional employment discrimination.

The university has established a discrimination grievance procedure. This complaint and grievance procedure is for any type of alleged discrimination regarding job decisions, employment practices, and other terms of employment or privileges of employment based on age, disability, marital status, veteran status, national origin, race, religion, sex, sexual orientation, or gender identity. Additionally, this complaint procedure pertains to a hostile work environment or harassment based on age, disability, marital status, veteran status, national origin, race, religion, sex, sexual orientation, or gender identity. Any Lincoln University employee or job applicant has a right to file a complaint of discrimination. Information pertaining to the filing of a complaint is kept on file in Human Resources. (See sections 8.76, 8.77, and 8.78.)

Dr. DeBord stated that the only change to the regulation was to include sexual orientation and gender identity as protected categories.

Dr. Jim Borgwald seconded the motion.

The motion was unanimously approved by voice.

E. *New York Times* on Campus—Dr. Amy Gossett

Dr. Gossett announced an eight-week pilot program with the *New York Times* in which 150 copies of the *Times* will be distributed on campus for student use. Copies will be placed daily in various locations on campus such as MLK, Stamper, and Page Library, notably in student lounges. Dr. Gossett introduced Mr. Norm Wave, representative of the *NYT*, who spoke on the value and the possibilities of using the *NYT* as a teaching tool.

Announcements

1. Dr. Debra Greene: Dr. Greene will send a list of drop-off points across campus for the forthcoming all-campus food drive. She asked that we bring items for this important effort.
2. Dr. Abdoulaye Bah: The Lincoln University Center for Suicide Prevention Research and Studies has entered into its third year of operation and has, to date, secured \$3.3 million in funding. The staff of the center has been self-supported, receiving no money from the university's general funds. Salaries and fringe benefits saved by the university total \$944,000, plus \$619,800 in indirect costs, for a total of approximately \$1.5 million. The center is pursuing additional opportunities for Lincoln from the \$117 million recently made available for mental health training.
3. Dr. Avila Hendricks: Everyone is invited to stop by the EDU 260 student booth at the Jefferson City Multicultural Forum, Saturday, October 3, 11:00-3:00, Memorial Park.
4. Dr. Kylar Broadus: As part of the LSAT Preparation Series, The Honorable Judge Mary Russell will speak to students interested in law on Tuesday, October 6, from 12:00-1:00, in 206 Stamper Hall. Please have interested students call Dr. Broadus at extension 6087, or email him at broadusk@lincolnu.edu.
5. Dr. Nancy Browning: Everyone is invited to join AAUP members for dinner this evening at 5:15 at Arris' Pizza. You do not have to be a member to attend.
6. Dr. Nancy Browning: The Missouri Association for Social Welfare will hold its 109th Annual Conference, "Tools for Change," on November 6, 2009, at the J. C. Penney Building Conference Center at the University of Missouri—St. Louis. For information, email MASW at citizenvoice@masw.org.

7. Dr. Amy Gossett: The Missouri Campus Compact Conference on Civil Engagement and Service Learning will be held Friday, September 25, from 10:00 to 5:00, at the Capital Plaza Hotel, with registration beginning at 8:30.