



SCHOOL OF ARTS AND SCIENCES

ANNUAL REPORT

FOR

2005-2006

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PART ONE

MEMORANDUM TO THE PROVOST/VPAA



Office of the Dean
School of Arts and Sciences
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TO: Dr. Sadie R. Gregory
Provost/Vice President for Academic Affairs

FROM: Dr. Jacqueline Brice-Finch
Dean

DATE: June 30, 2006

SUBJECT: SAS Annual Report for 2005-2006

As requested, enclosed is the SAS Annual Report for 2005-2006 which consists of the following parts:

- Executive Summary
- SAS Dean Program Activities for 2005-2006
- School of Arts and Sciences Program Activities for 2005-2006
- SAS Governance
- SAS Policies and Procedures

I appreciate this opportunity to showcase the accomplishments of the SAS faculty and staff.

PART TWO

EXECUTIVE SUMMARY

Executive Summary

In spring 2005, President Stanley F. Battle enacted Recommendation I of the report submitted to him by the Academic Affairs Reorganization Committee to

“[c]reate a School of Arts and Sciences (SAS) administered by a Dean that is comprised of the following departments: Fine and Communication Arts (FCA); History, Geography and Global Studies (HGGS); Humanities and Media (HM); Management Science and Economics (MSE); Mathematics and Computer Science (MCS); and Natural Sciences (NS).”

In July 2005 a Dean of the School of Arts and Sciences was named. To assure effective governance, the Dean established the SAS Council, consisting of the Dean and the six Department Chairs. As the SAS Council met bi-weekly, they established additional advisory bodies: SAS Extended Council, SAS Institute; SAS Planning Committee, SAS Retreat; SAS School Meeting; SAS Secondary Education Committee; and SAS TV and Radio Facility Committee [see Part Five]. Each individual Department Chair also met monthly with the Dean to discuss departmental concerns. The Dean met regularly with the Provost/VPAA to discuss School issues [see Part Three and Part Four].

The SAS Council agreed to focus during the 2005-6 academic year on developing policies and procedures in the School, in accordance with University policies and procedures. After discussion in departmental meetings, ten (10) School documents were implemented [see Part Six].

The SAS Council developed other actionable 2005-6 initiatives for the School, agreed to by the faculty, if applicable. They include the following:

- Establish a SAS Website
- Develop a SAS Brochure
- Establish the SAS Honor Roll on the website.
- Discard/shred all paperwork generated before 1998 except student academic records.
- Remove all outdated and/or broken equipment from office spaces.
- Recycle surplus furnishings [i.e., bookcases, file cabinets, chairs] to SAS department personnel
- Establish Blackboard (Bb) accounts; post all syllabi on Bb; submit syllabi electronically to the appropriate Department Chair; and post each semester the SAS Faculty Schedule Form on faculty office doors.

SAS Initiatives (continued)

- Submit at least one external grant proposal. Four of the six departments complied [FCA, HGGG, MCS and NS].
- Increase the number of distance-learning courses.
- Have at least one faculty member per department apply for a Tegrity Instructional Grant.
- Have at least one faculty member per department apply for a Tegrity Research Grant.
- Update department and faculty webpages on the website.
- Activate newsletter menu item on the website. Five of the six departments complied [FCA, HGGG, HM, MCS, and MSE].
- Establish new scholarly student organizations.
- Schedule topic-oriented School meetings.
- Meet with Student Affairs administrators to participate in the orientation meeting with incoming freshmen and transfer students scheduled each semester.
- Hold a School Institute at the beginning of each semester.
- Activate the SAS Calendar menu item on website.
- Hold a SAS Retreat in June.

The SAS Program Activities report is a compilation of all activities of the SAS departments. The highlights include the following:

1. GRANTSMANSHIP ACTIVITIES

Grants Awarded

New: four local and three federal grants

- one local grant in the amount of \$2K from the Associated Black Charities for theatre program.
- one local grant in the amount of \$1.2K from First Baptist Church for Young Teen Mentoring Project.

GRANTSMANSHIP ACTIVITIES

Grants Awarded (continued)

- one local grant in the amount of \$2K from the Baltimore County Executive, County Council, and Commission on Arts.
- one local grant in the amount of \$5K from the State Farm Insurance Company.
- one multi-year NASA grant in the amount of \$816K with two other institutions.
- one BLM planning grant in the amount of \$19K.
- one Fulbright grant for the Arabic Language Teachers Program.

Continuing: one federal

- second year of NSF grant in the amount of \$500K [5 year funding totaling 2.5 M].

CSU Grants

- Bb and Tegrity Instructional Grants: 12
- Bb and Tegrity Research Grants: 8

Grant Proposals Pending

Federal:

- NSF MCTP student research grant for \$330.665K
- NEH grant for \$30K to strengthen humanities and technology

Grant Proposals Not Funded

Federal—

- USAID TLMP initiative for \$2M from the TLMP, USAID (with International Book Bank)
- DOD grant for \$1M
- NSF grant with West Virginia U

GRANTSMANSHIP

Grant Proposals Not Funded (continued)

- Air Force grant for equipment.
- One NASA grant to fund a new geospatial science laboratory and research on Middle Passage Project
- one Department of Education grant for Undergraduate International Studies and Foreign Language Program for \$75K.

2. PROGRAM ACTIVITIES

New/Revised Programs

- HM revised the English major program.

3. SCHOLARSHIP ACTIVITIES

Faculty

Faculty Attending Professional Meetings: Local (2); National (25); and International (2).

Faculty Awards: campus (9); state (2); national (5); international (2)

Faculty Exhibitions/Productions: local (8) and national (2).

Faculty Presentations: Campus (31); Local (9); National (19); and International (1).

Faculty Presenters at Professional Meetings: (37)

Faculty Publications: (14).

Staff

Workshops Attended by Staff: Campus (8); Local (7)

Student

Honor Societies: (5), with (1) pending.

Student Awards/Grants: (19)

SCHOLARSHIP ACTIVITIES

Student (continued)

Student Presentations: Campus (11); Local (1).

Students Attending Conferences: Local (86); National (41); and International (7).

Student Honors Activities: (86)

Student Co-op/Internship Activities: (22)

4. GRADUATE STUDIES ACTIVITIES

Graduate school Attendees: (16)

5. FACUTLY PARTICIPATING IN URBAN CORRIDOR ACTIVITIES: (8)

6. COPPIN CAMPAIGN ACTIVITIES: all departments

PART THREE

SAS DEAN ACTIVITIES

FOR 2005-2006

School of Arts and Sciences Dean 2005-6 Program Activities

GRANTSMANSHIP

I. Federal Grants

- Project Director for grant proposal titled “Humanities and Technology: A Model for Application for the 21st Century” and in the amount of \$30K to National Endowment for the Humanities (NEH) for its Humanities Initiatives for Faculty at HBCUs Program (June 2006). The SAS Committee members who drafted the grant were **Dr. Alcott Arthur, Professor Amini Courts, Dr. Charles Christian, Dr. Cynthia Coleman, Dr. Bettye Gardner, Dr. Larry Martin, Dr. Cynthia Neverdon-Morton, and Professor Elaine Sykes.**
- Edited grant proposal for Dr. Doug Reardon to the Undergraduate International Studies and Foreign Language Program (UISFLP) of the Department of Education (November 2005).
- Edited grant proposal for Dr. Fellina Nwadike for Textbook and Learning Materials Program (TLMP) initiative under USAID (July 2005).

II. Blackboard (Bb) and Tegrity Instructional Grants

- Initiated the sharing of award-winning grant proposals to SAS faculty to increase number of applications (fall 2005).
- Edited grant proposals of SAS faculty members: Dr. Blessing Diala-Ogamba and Dr. Fellina Nwadike (December 2005).

III. Bb and Tegrity Research Grants

- Edited grant proposals of SAS faculty members: Dr. Lidan Ha, Dr. John Newman, and Dr. Atma Sahu (February 2006).

INITIATIVES

1. School Governance [see Part Five]

2. School Administration [see Part Five]

3. Curriculum Development

- Drafted proposal for University Study Abroad Program Committee (September 2005)
- Chaired monthly meetings of the Interdisciplinary Studies Program Advisory Board to consider the management and oversight of the Interdisciplinary Studies Program (IDSP) in response to the 2005 Program Review of the Liberal Arts Program.
- Co-chaired with **Dr. Gilbert Ogonji** the bi-weekly, Standard 12 General Education Sub-Committee of the Middle States Accreditation Self-Study Steering Committee.
- Chaired the Catalog Option Subcommittee of the Curriculum Standards and Policies Committee to revise the section in the catalog.

4. School Image

- Established SAS website
- Established SAS brochure.

CONFERENCES AND PRESENTATIONS

1. Campus

Invited Lectures/Presentations

“Greetings.” American Humanics Dinner (October 2005).

Moderator. “Academic Programs, Services, and Opportunities.” CSU Educators’ Day Program (January 2006).

“Greetings.” Criminal Justice Day Symposium (April 2006).

“Greetings.” Induction Ceremony. Phi Alpha Theta History Honor Society (April 2006).

“Greetings.” Induction Ceremony. Fanny Coppin Branch of ASALH (April 2006).

“Greetings.” Induction Ceremony. Lambda of Maryland Chapter of AKD International Sociology Honor Society and the Epsilon of Maryland Chapter of PGM Honor Society (April 2006).

“Academic Overview.” Open House Program (April 2006); Meet the Faculty Day (March 2006); Open House Program (December 2005).

“Business Etiquette.” Business and Professional Ethics Luncheon. May 2006.

“Greetings.” Management Science and Economics Award Program. May 2006.

“Greetings.” Natural Science Award Program. May 2006.

Keynote Speaker. “Achieving Excellence.” Induction Ceremony for Sigma Tau Delta International English Society. May 2006.

“Reining in Expectations.” Pre-College Summer Program. June 2006; July 2005.

2. Local

Invited Lecture

Guest Speaker. Career Fair. Baltimore Polytech Institute. March 9, 2006.

Professional Development

World Trade Center Baltimore Institute. “Baltimore’s Growing Global Role.” October 18, 2005.

CONFERENCES AND PRESENTATIONS

2. Local (continued)

USM Workshop for Deans. "The Art and Science of Fund-Raising." UMUC. College Park, MD. November 3, 2006.

3. National

Invited Lectures/Presentations

Session Chair. "Reflections on Assessment." National Council of Teachers of English (NCTE). Pittsburgh, PA. November 17-20, 2005.

Invited Speaker. "Introduction of Joyce Carol Oates." Literary Series. National Museum of Women in the Arts. January 27, 2006.

Invited Speaker. "Promising Strategies for Undergraduate, Honors, Professional, and Graduate Student Retention." CSU Deans' Roundtable. HBCU Summit on Retention. Ocean City, MD. March 10, 2006.

Professional Development

Association for General and Liberal Studies (AGLS) and Association for Integrative Studies (AIS) Joint Conference. "Integrations: Liberal Learning in a Diverse World." Fairfax, VA. October 6-8, 2005.

Reception and Screening of "Freedom's Song: 100 Years of African American Struggle and Triumph" and Association for the Study of African American Life and History (ASALH) Luncheon. Washington, DC. February 24-25, 2006.

Alverno College Institute for Educational Outreach. "Connecting Student Learning Outcomes to Teaching, Assessment, and Curriculum." June 19-23, 2006.

UNIVERSITY SERVICE

1. Committees

Academic Council
Academic Advisement Committee
Coppin Connection Editorial Board
Cultural and Performing Arts Center Planning Committee
Curriculum Standards and Policies Committee
Deans' Council
Education Unit
 NCATE Steering Committee
 PDS Coordinating Council
 SCED Collaborative Committee
 Teacher Education Council
Executive Council
Graduate Council
Planning Council
RFP Proposal Committee for Admissions Brochures
Standard 12 Subcommittee of Middle States Self-Study Committee, Co-Chair
STEM Internal Governance Committee

2. Editing

Division of Institutional Advancement Action Plan (August 2005)
Education Unit 2005-7 Action Plan
Coppin Map Brochure (September 2005)
2006 Spring Schedule Booklet (October 2005)
2006 Winter Schedule Booklet (November 2005)
"Division of Institutional Advancement Case Statement" (November 2005)
Interdivisional Collaboration Manual (December 2006)
"Curriculum Standards and Policies Committee Appendix II Instructions"
(December 2005)
Network World article on CSU website (December 2005)
CSU Strategic Plan Brochure (January 2006)
Middle States Self-Study Committee *Self Study Design* (January 2006).
Coppin Connection (December 2005; January 2006).
"RFP #2 for the Undergraduate Admissions Publication" (December 2005;
January, February 2006).
Golf Classic Brochure (April 2006)
"Coppin Open House Program" (April 2006)
Golf Classic website (May 2006).
College Bound New Student Newsletter (May 2006).

COPPIN CAMPAIGN ACTIVITIES

Established SAS Fund (March 2006).

Initiated Deans' Ad for Three Mo' Tenors (March 2006).

Initiated SAS 100% participation [and challenge to other units] for Gala raffle ticket (April 2006).

Initiated SAS sponsorship of Tee #1 for the Golf Classic (April 2006).

Member. Golf Tournament Steering Committee.

Member. Editorial Board. Golf Tournament Steering Committee

PART FOUR

SAS Program Activities for 2005-2006

SAS 2005-6 Program Activities

Section 1: Department Activities

GRANTS

I. Local, State and Federal Grants

Fine and Communication Arts Department (FCA)

Professor Amini Courts was awarded a \$1.2K mini-grant for the First Baptist Church and the Young Teen Mentoring Project.

Professor Linda Day-Clark acquired twenty easels necessary for Painting course, ART 301.001, from Maryland Institute College of Art (MICA). The donation is worth is \$4.6K.

Professor Carol Grant received a grant in the amount of \$5K in February 2006 from State Farm Insurance to create a series of four art exhibitions that reach out to neighboring organizations and institutions.

Chair Garey Hyatt received a grant from the Associated Black Charities to underwrite travel, accommodation and honoraria expenses to bring in two authors—playwright David Barr III and book writer Christopher Benson—during the fall production run of *The Face of Emmett Till*. He received \$2K in October 2005.

Dr. Fellina Nwadike applied for a \$2M grant in collaboration with the International Book Bank as part of the Textbook and Learning Materials Program (TLMP) initiative under USAID in July 2005.

Dr. Judith Willner received a grant from the Baltimore County Executive, County Council, and Commission on Arts and Sciences to support the department's theatre productions. She received \$2K on September 30, 2005.

History, Geography, and Global Studies Department (HGGS)

Dr. Roger Davidson, Jr., and **Dr. Abena Lewis-Mhoon** are faculty researchers for "Forgotten History: African-Americans in Colorado," funded by the Bureau of Land Management Grant.

Dr. Cynthia Neverdon-Morton is the Project Director for the planning grant titled "Finding History's Forgotten People: The BLM and the Role of Minorities in the Settlement of the West." She received \$19K from the Department of the Interior, Bureau of Land Management (BLM), Washington Office. The funding period is 10/1/2005 -9/30/2006.

I. Local, State and Federal Grants

HGGS (continued)

Dr. Douglas Reardon was one of three Project Directors for the grant titled "Inspiring the Eagles: A Proposal to Strengthen CSU's Capacity in Geography and Geospatial Science Applications." The grant is in the amount of \$816K from the National Aeronautics and Space Administration for the funding period 9/1/2005- 8/30/2008.

- He applied for a grant to the Undergraduate International Studies and Foreign Language Program (UISFLP) of the Department of Education. (\$75K) to build linkages with Helwan University and to create new curricula; will be resubmitted.
- He wrote a proposal to NASA to fund a new geospatial science laboratory and research on Middle Passage Project.
- He is the Project Director for a grant for the Arabic Language Teachers Program.

Mathematics and Computer Science Department (MCS)

Chair Edward Sommerfeldt, Co-Principal Investigator of the NSF Science, Technology, Engineering and Mathematics (STEM) Grant, was successful in getting the NSF grant renewed in the amount of \$500K for the second year.

Dr. Nicholas Eugene, in conjunction with professors at the University of Richmond, Central Michigan University, and Olin College, submitted a proposal for a National Science Foundation MCTP student research grant for \$330.665K.

NATURAL SCIENCES (NS)

Chair Gilbert Ogonji, Co-Principal Investigator of the STEM Grant, was successful in getting the NSF grant renewed in the amount of \$500K for the second year.

Dr. Fred Nesbitt applied for a \$100K grant from the Department of Defense; an NSF grant with West Virginia University; and an Air Force grant in the amount of \$150K for equipment.

II. Blackboard (Bb) and Tegrity Instructional Grants

FCA

Dr. Fellina Nwadike received a grant to infuse Bb/Tegrity technology into her Intercultural Communication course in fall 2005.

HGGS

Dr. Roger Davidson, Dr. Abena Lewis-Mhoon, and Dr. Cynthia Neverdon-Morton received grants in fall 2005.

HM

Dr. Blessing Diala-Ogamba received a grant and applied the technological approaches in the instruction of her literature courses for fall 2005.

MCS

Dr. Nicholas Eugene received a grant in summer 2005.

Dr. Boris Chang and Dr. Sisir Ray collaborated in creating COSC 199, an online course using Tegrity technology, for spring 2006.

Dr. Atma Sahu integrated Tegrity and Blackboard (Bb) into two different courses—MATH 110.01, MATH 110.002, MATH 110.003 (College Algebra) and MATH 301.001 (Linear Algebra)—in fall 2005. These courses required special setup of Bb functionalities and Tegrity-based course management implementations processes.

MSE

Dr. Emanuel Anoruo received a grant to develop MNSC 330 Financial Management on-line in summer 2005.

Dr. John Newman received a grant in summer 2005.

NS

Dr. Alfred Amah received a grant in summer 2005.

III. Bb and Tegrity Research Grants

HGGS

Dr. Roger Davidson received a grant in spring 2006.

III. Bb and Tegrity Research Grants (continued)

MCS

Dr. Boris Chang, Dr. Sisir Ray and Dr. Atma Sahu received grants in spring 2006.

MSE

Dr. Emmanuel Anoruo, Dr. Lidan Ha and Dr. John Newman received grants in spring 2006.

NS

Dr. Alfred Amah received a grant in spring 2006.

INITIATIVES

FCA

1. Department Initiatives

FCA convened a one-day faculty retreat in August 2005 at the Eubie Blake Cultural Center to formulate a strategic plan.

Recruitment: FCA successfully recruited 21 new UA majors.

Guest Artist: FCA hired its first Guest Director, **Mr. D. Wambui Richardson**, in September 2005 to direct the first play of the new 2005-6 season, *The Face of Emmett Till* by Ms. Mamie Till-Mobley (Emmett's mother) and Mr. David Barr III. Mr. Richardson served as Artist in Residence for the 2005-2006 academic year.

FCA received approval to change the name of its major to Urban Arts in May 2006.

2. Art Initiatives

Exhibition: **Professor Carol Grant** showcased the work of Urban Arts majors and minors in a culminating ceramics display, titled *Fall into Winter: Featuring Our Urban Arts Students*, which opened to coincide with *Amahl and the Night Visitors* in November 2005.

- She established a liaison between FCA majors and the American Visionary Art Museum. [see Student Co-Ops/Internships]

Guest Artist: **Professor Grant** invited Ms. **Sama Musasama**, ceramic sculptor professor at Hunter College, to campus in February 2006 to exhibit her "Maple Tree Series." Thirty of Ms. Musasama's students visited CSU in March 2006.

- Professor Grant facilitated the acquisition of Ms. Musasama's "Maple Tree Series" by the James E. Lewis Museum of Art at Morgan State University.
- Professor Carol Grant invited **Ms. Nicole Fall**, sculptor professor at Baltimore City Community College and President of Sculptors, Inc., to campus in April 2006 to exhibit her bronze, steel and ceramic sculptures in "Dancing with Color."

3. Speech Initiative

Speaker's Forum: On November 16, 2005, FCA presented the fourth annual *Speaker's in Salute*, a program conceived by **Dr. Fellina Nwadike**. It is a unique communicative arts event which showcases discussion, debate, dance, and

INITIATIVES

FCA

3. Speech Initiative (continued)

dramatization, as well as inspirational, informative and persuasive speeches by students—all combined into an informational forum.

4. Theatre Initiative

Auditorium: New curtains were installed in the James Weldon Johnson Auditorium and the former “CSC” lettering on teaser was replaced with “CSU” in September 2005.

Guest Artist. **Mr. Daniel Sunjata**, principal actor of *Rescue Me* [TV show on Channel FX], met with FCA students on February 16, 2006.

5. Theatre Production initiatives

The Face of Emmett Till, the opening production of the 2005-2006 season, was a great success with over 700 middle and high school students attending the Thursday and Friday morning matinee performances in October 2005. Post-performance discussions with guest artists and activists also were well received.

Competition: *The Face of Emmett Till* became the first theatrical presentation in Coppin State history to be entered into the Kennedy Center’s American College Theatre Festival (KC/ACTF) in October 2005. **Professor Rob Berry** from Anne Arundel Community College served as festival adjudicator.

Black Masks, conceived and directed by **Professor Amini Courts**, played to over 500 elementary and middle school students in October 2005.

Amahl and the Night Visitors, directed and accompanied by **Professor Hugh Carey**, was a highly successful Christmas opera/theatre presentation in November 2005. Approximately 700 students and teachers attended the two weekday matinee performances. Attendees represented eleven (11) public, private, and parochial schools in the Metropolitan Baltimore area.

Dreamgirls, directed by **Professor Hugh Carey**, was a smashingly successful presentation in June 2006. Approximately 800 people attended the four weekend performances.

INITIATIVES

HGGS

1. Department Initiatives

The Department of History, Geography and Global Studies met at an off-campus site for its Annual Department Retreat on May 30 and June 1. The retreat provides an opportunity for an annual review of the ending academic year and to plan for the coming year. Particular attention was devoted to assessing initiatives for recruitment, retention and progression of departmental majors in 2005-2006 and strategies for these initiatives in these areas for the upcoming year. The department also reviewed advisement; programmatic initiatives for 2006-2007; curricular offerings; and various administrative procedures and policies. The department has held an annual retreat since the early 1980s.

The department completed its Program Review in June 2006.

Chair Larry Martin wrote two new course proposals on Russian History (Early Russia to 1855 and Russia 1855 to the Present) and both were approved by the Curriculum Committee. One of the courses is an expansion of an existing course on the Soviet Union. These two courses will complement departmental offerings on various regions of the world and will serve as particular support for the Global Studies major, as well as the History major.

2. Geography Initiatives

Dr. Doug Reardon, as part of the initiative to reinvigorate the Geography Minor, created the Geography Summer Institute, featuring new courses.

3. Global Studies/ Middle Eastern Studies Initiatives

Dr. Doug Reardon spearheaded the university's recruitment of an Arabic-language teacher from the Fulbright Foreign Language Teaching Assistants program for the 2006-7 academic year.

4. Study Abroad Initiatives

Dr. Ibrahim Kargbo visited the College of Barbados to establish an educational linkage between this institution and Coppin State University.

Dr. Doug Reardon proposed guidelines for faculty-led, short-term overseas programs and attended faculty-development workshops on administering and creating programs.

INITIATIVES (continued)

HM

1. Department Initiative

HM revised the English Major program.

2. Foreign Languages Initiative

Professor Elaine Sykes wrote a new course proposal in Spanish (High Beginners Spanish).

- She wrote a proposal for materials and furnishings for the language laboratory.

3. Writing Initiative

Dr. Blessing Diala-Ogamba, Professor Zenia Jenkins, Dr. Roger Stritmatter and **Professor Elaine Sykes** wrote the “Developmental Writing Proposal” in summer 2005 to address problems in Freshman English.

MCS

1. Curriculum Initiative

Dr. Paramjit Sehdev offered his new course Computer Graphics (COSC 412) for the first time. He developed this course on released time paid for by the STEM grant.

2. Student Retention Initiatives

MCS sponsored the fall “Good Thinkers” lunch on November 11, 2005 for prospective majors; approximately 30 students attended at the invitation of their instructors.

MCS sponsored the spring “Good Thinkers” lunch on March 31, 2006 for prospective majors; approximately 25 students attended at the invitation of their instructors.

MCS & NS

1. Student Retention Initiative

STEM Day was held on November 21, 2005 to draw attention to the STEM majors and their accomplishments and to encourage undeclared and other

INITIATIVES

MCS & NS

1. Student Retention Initiative (continued)

students to major in the sciences or technology. Congressman Elijah Cummings helped launch the event. Additionally, U.S. Senator Barbara Mikulski's representative presented a congratulatory citation to Coppin and the STEM students.

MSE

1. Student Retention Initiatives

The Open House for majors was held on March 03, 2006.

Student Recognition Day was held on May 12, 2006.

NS

1. Department Initiatives

A proposal to initiate a course in Computational Chemistry was approved.

2. Curriculum Initiatives

The computer lab was upgraded and the *Lab Works* software and hardware were installed in the chemistry lab.

Dr. Alfred Amah and **Dr. Tatiana Roth** used smart classroom facilities to enhance instruction in chemistry and microbiology courses.

Dr. Ronnie Boyd offered the Human Anatomy & Physiology course at Good Samaritan Hospital.

Dr. Fred Nesbitt infused the use of *Spartan* software in the Physical Chemistry, Quantitative Analysis, and Advance Inorganic Chemistry courses. This computer software program assists students in visualizing molecular configurations and in calculating the energies of atoms and molecules in chemical compounds using the famous Schrödinger equation $H\Psi = E\Psi$.

NEW PERSONNEL

Mr. Hugh Barnes was appointed the part-time Band Director.

Dr. Jacqueline Brice-Finch was appointed the Dean of the School of Arts and Sciences.

Dr. Charles Christian was appointed Distinguished Professor of History.

Ms. Gloria Griffin was appointed Program Manager of the STEM Program.

Dr. Lidan Ha was appointed an Assistant Professor of Management Science.

Mr. Garey Hyatt was appointed the Chair of the Department of Fine and Communication Arts.

Ms. Kimberly Maybin was appointed the Executive Administrative Assistant in the Office of the Dean.

Ms. LaTonya Lynn Smith was appointed the Administrative Assistant in the Office of the Department.

Ms. Berneata Whitlock was appointed the Laboratory Assistant in NS.

Section II: FACULTY AND STAFF ACTIVITIES

1. FACULTY AWARDS

FCA

Professor Amini Courts was selected as one of Maryland's Top 100 Women by *The Daily Record* in July 2005.

Dr. Fellina Nwadike received a certificate from NOVA Southeastern University in Fort Lauderdale-Davie, FL on Policy and Human Services in Higher Education.

Professor Linda Day-Clark was honored as a Distinguished Alumnus of Howard Community College in Columbia, MD in July 2005.

Professor Carol Grant received a Trailblazer in Utilizing Information Technology in Teaching & Learning Award at the Information Technology in Teaching and Learning Conference on May 25, 2006.

HGGS

Chair Larry Martin was a participant in the University of Michigan Center for Russian and East European Studies Post Secondary Curriculum Development Program, Ann Arbor, in August 2005. While there, he conferred with Soviet and East European studies experts to write two course proposals which were approved in June 2006.

- He was one of twenty-one participants in the *2006 Jack and Anita Hess Faculty Seminar* organized by the Center for Advanced Holocaust Studies of the United Memorial Museum, Washington, DC, in January 2006. This seminar is for HBCU faculty members who are teaching or preparing a Holocaust-related course, or who plan to expand a current course to include a significant Holocaust-related component.

HM

Dr. Elizabeth Edmonds was honored as a 2005 Visionary Elder by the National Visionary Leadership Project (NVLP) for her activities as an activist, educator, and entrepreneur.

Professor Carola Hibsichman was awarded a plaque for "International Professor of the Year 2005" for outstanding contribution to the advancement of spiritual life and intellectual freedom by the International Biographical Centre of Cambridge, England.

FACULTY AWARDS

HM (continued)

Dr. Ralph Stevens received a Trailblazer in Utilizing Information Technology in Teaching & Learning Award at the Information Technology in Teaching and Learning Conference on May 25, 2006.

MCS

Dr. Nicholas Eugene received an Excellence in Utilizing Information Technology in Teaching & Learning Award at the Information Technology in Teaching and Learning Conference on May 25, 2006.

Dr. Genevieve Knight retired from CSU and was appointed the Belk Distinguished Endowed Professor of Science and Technology at Fayetteville State University, NC, in spring 2006.

Dr. Atma Sahu and **Chair Edward Sommerfeldt** received the Trailblazer in Utilizing Information Technology in Teaching & Learning Award at the Information Technology in Teaching and Learning Conference on May 25, 2006.

MSE

Dr. Felix Abeson was elected a Fellow of The Chartered Institute of Marketing (England) on May 10, 2006.

Dr. Emmanuel Anoruo and **Dr. Habtu Braha** received the Trailblazer in Utilizing Information Technology in Teaching & Learning Award at the Information Technology in Teaching and Learning Conference on May 25, 2006.

Dr. Habtu Braha was a member of the Coppin State University group who received the Best Network Award at the Educause Conference in Orlando, FL in October 2005.

- He was recognized by the University for leading the highly successful Information Technology Workshop in the fall of 2005 and for his steadfast assistance in helping to implement technologies such as Tegrity, Bb and On-line instruction.

NS

Dr. Alfred Amah received the Trailblazer in Utilizing Information Technology in Teaching & Learning Award at the Information Technology in Teaching and Learning Conference on May 25, 2006.

FACULTY CONFERENCES and PRESENTATIONS

FCA

Professor Amini Courts directed a staged reading of a new play, "South House" by **Ms. Charlene Harris**, which was selected for presentation at the 2005 National Black Theatre Festival in Winston-Salem, NC in August 2005.

Professor Linda Day-Clark presented a guest lecture titled "Community Focus" at the Maryland Institute College of Art.

- She was a panelist for the community arts forum titled "Damaged Landscapes, Resilient Spirits," sponsored by the Open Society Institute as part of Moving Walls 9 at the Cultural Alliance, in spring 2006.
- She donated work for School 33 Art Center's 14th Annual LOTTA ART Benefit on March 2-30, 2006. The Baltimore Office of Promotion & the Arts administers School 33 Art Center, which nurtures and celebrates contemporary visual art in Baltimore.

Dr. Fellina Nwadike gave a presentation for Coppin State faculty on the Textbook Learning Materials Program (TLMP), in partnership with the International Book Bank in October 2005.

Dr. Gerald Powell presented his paper titled "Sartrean Implications of a Collective Consciousness of Multicultural Studies" at Realia's 45th Annual Summer Conference in Burlington, VT in July 30-August 4, 2005. Realia is a non-profit organization that's sole purpose is to use philosophy as a guide in helping to solve humanity's problems.

- He also delivered the paper to his Introduction to Speech Communication class in October 2005.

Dr. Judith Willner delivered a presentation titled "Critical Listening as a Gen Ed Course: A Multicultural Approach" at the Maryland Communication Association Annual Conference, hosted by Morgan State University in October 2005. The conference topic was "Exploring Minority Communication."

HGGS

Dr. Roger Davidson, Jr., and **Chair Larry Martin** attended the 90th Association for the Study of African American Life and History (ASALH) Conference in Buffalo, NY in October 2005.

FACULTY CONFERENCES and PRESENTATIONS

HGGS (continued)

Dr. Roger Davidson presented a paper titled “Yankee River, Rebel Shore: The Potomac Flotilla and Civil Insurrection in the Chesapeake,” onboard the floating museum USS Constellation in Baltimore's Inner Harbor on October 18, 2005.

- He was one of three panel participants for a workshop titled "A Constant Struggle: Teaching History through Documents and Essays," which provided high school and college instructors with teaching strategies regarding the use of primary documents and documentary readers. The workshop presenters are the editors of the textbook titled *A Constant Struggle: Documents and Essays in African American History to 1865*.

Dr. Bettye Gardner was a panelist on the Plenary Session at the 2005 ASALH Conference.

- She was the Program Chair for the ASALH Luncheon and attended the reception and screening of “Freedom’s Song: 100 Years of African American Struggle and Triumph” in Washington, DC on February 24-5, 2006.

Dr. Abena Lewis-Mhoon chaired a session and gave remarks on a panel titled “Double Consciousness, DuBois and the Niagara Movement” at the 2005 ASALH Conference.

- She gave a presentation titled “Tegrity Pen in the History of Women in America Course” at the Information Technology in Teaching and Learning Conference on May 25, 2006.

Dr. Cynthia Neverdon-Morton gave a lecture titled “African American Women in Baltimore as Social and Political Activists” at the Garrett Mansion in Baltimore, MD, on April 23, 2006.

- She served as a Grants Reviewer for the City of Baltimore Humanities Award on May 9, 2006.

Dr. Doug Reardon sponsored the Ambassador McGuire Lecture in Global Studies on campus, as well as Study Abroad forums and guest presenters.

- He made a presentation titled “Inspiring the Eagles: Building the Geography Program at Coppin State University” at the Geography & Earth Science Educators Conference in Washington, D.C. in January 2006.

FACULTY CONFERENCES and PRESENTATIONS

Dr. Reardon (continued)

- He attended the NAFSA 2006 Annual Conference Expo in Montreal, Quebec, Canada May 21-26, 2006.

HM

Dr. Robert Cataliotti acted as a consultant with the Greenmount School in Baltimore to design a Harlem Renaissance theme for grades 1-8.

- He organized a volunteer summer tutoring program for culture and literacy with Ashe Cultural Center in New Orleans, LA.
- He gave a lecture titled "Jazz as a Creative Model for Post-Black Arts Movement Fiction" at the Charles Pryor Seminar on February 21, 2006.

Dr. Blessing Diala-Ogamba presented a paper titled "Gothicism in Toni Morrison's *Beloved* and Elechi Amadi's *The Concubine*" at the Northeast Modern Language Association (NMLA) Conference in Philadelphia, PA on March 2-5, 2006.

- She presented a paper titled "Gender, Ethnicity, and Sexuality in Recent Nigerian Movies" at the College Language Association (CLA) Conference in Birmingham, AL on April 5-8, 2006.

Professor Paul Gass participated in a study-abroad program, "In the Footsteps of the Philosophers: A Philosophical Tour of China," through the University of Bridgeport, CT in summer 2005. He incorporated new information about Confucianism and Taoism in his PHIL 431 Philosophy of Religion course.

- He attended a conference titled "Investigating the Mind 2005: The Science and Clinical Applications of Meditations," sponsored by the Mind and Life Institute, on November 8-10, 2005, in Washington, DC.
- He conducted graduate exam preparation workshops for the Honors Program.

Dr. Kathleen Hellen served as judge in the NAACP ACT-SO 2005 competition in poetry in Baltimore, MD.

- She served as judge in the annual poetry contest sponsored by *The Baltimore Review*.

FACULTY CONFERENCES and PRESENTATIONS

HM (continued)

Professor Carola Hibschan gave a lecture on “The Obstruction of Ancient African Civilization in World Literature” at the Charles Pryor Seminar on February 18, 2005.

Professor Zenia Jenkins was the Marketing, Ticket Sales, and Box Office Coordinator for the *Dreamgirls* production in 2006, directed by **Professor Hugh Carey**.

Dr. L. Dwight Lewis served as a mentor in the McNair Scholars Program.

Dr. Bansari Mitra presented a paper on *Villette* at the University of Edinburgh, Scotland, on January 19, 2005.

Dr. Roger Stritmatter gave a lecture titled “I Ain’t Talking About Today: A Comparison of Rhetorical Strategies Between Dunbar and Shakespeare” at the Charles Pryor Seminar on September 22, 2005.

- He presented a paper titled “Shakespeare and the Voyagers Revisited” at the Renaissance Society of America Annual Meeting in San Francisco, CA on March 24, 2006.
- He presented a paper titled “The Devil’s Lawyer: Misrepresentations of History in *Richard II, Part I*” at the Shakespeare Association of America Annual Meeting in Philadelphia, PA on April 15, 2006.
- He presented a paper titled, “Methodological Issues in the Study of Shakespeare’s Sonnets” at the Shakespeare Authorship Studies Annual Conference at Concordia University in Portland, OR on April 22, 2006.

MCS

Dr. Sean Brooks, Dr. Boris Chang, Dr. Nicholas Eugene, Dr. Genevieve Knight, and Dr. Sisir Ray attended a Science and Technology Brain Trust Workshop at the Congressional Black Caucus’ Annual Legislative Conference sponsored by Congresswoman Eddie Bernice Johnson on September 23, 2005, in Washington, DC.

Dr. Sean Brooks gave a presentation titled “Tegrity: A Good Container for a Mathematics Lecture Using the Tablet PS” at the Information Technology in Teaching and Learning Conference on May 25, 2006.

FACULTY CONFERENCES and PRESENTATIONS

MCS (continued)

Dr. Boris Chang and **Dr. Sisir Ray** gave a presentation titled “Classroom Teaching with Tegrity: Barriers and Solutions, Solving Audio and Video Confinement While Teaching” at the Information Technology in Teaching and Learning Conference on May 25, 2006.

Dr. Nicholas Eugene gave a presentation titled “Illustrating Public Key Cryptography Using Maple” at the Information Technology in Teaching and Learning Conference on May 25, 2006.

Dr. Genevieve Knight sponsored a Texas Instruments workshop on October 7-8, 2005, for 30 middle school and high school teachers, as well as pre-service Coppin students. This workshop was part of fulfilling her 1996 Elkins Professorship.

- She was responsible for Coppin’s hosting a Mathematics Association of America (MAA) Preparing Mathematicians to Educate Teachers (PMET) Regional Conference on May 29-June 2 2006. The national conference was attended by some twenty mathematicians. Details about the conference may be found at <http://www.maa.org/pmet/workshops/workshops2006.html>.

Dr. Atma Sahu gave a presentation titled “Teaching College Algebra & Differential Equations on the Blackboard Course Management System” at the Information Technology in Teaching and Learning Conference on May 25, 2006.

- He attended the National Academies of Science Conference on "India's Changing Innovation System: Achievements, Challenges, and Opportunities for U.S.-Indian Cooperation" in Washington, DC in June 2006.

Chair Edward Sommerfeldt gave a presentation titled “Setting Up a Web Site on Faculty.Coppin. Edu” at the Information Technology in Teaching and Learning Conference on May 25, 2006.

MSE

Dr. Felix Abeson chaired a session and presented a paper titled “A Comparison of Student Perceptions of Teamwork in the Academic and Workplace Environments” at the 18th Annual Conference of The International Academy of Business Disciplines in San Diego, CA on April 6-9, 2006.

FACULTY CONFERENCES and PRESENTATIONS

MSE (continued)

Dr. Emmanuel Anoruo attended the 9th Annual National Association of Securities Professionals (NASP) Conference, New York City on March 24, 2006.

- He attended the Intellectual Property Symposium at UM, University College (UC) on June 14-16, 2006.

Dr. Emmanuel Anoruo and **Dr. Habtu Braha** attended the Educause Mid-Atlantic Regional Conference at the Baltimore Financial Waterfront Hotel, Baltimore, MD on January 10-12, 2006.

- They attended the 33rd annual Meeting of the Academy of Economics and Finance in Houston, TX on February 8-11, 2006.
- They, along with **Dr. Rolande Murray** of the Department of Applied Psychology and Rehabilitation, gave two presentations, titled “Integrating Word Processing, Spreadsheet, and Presentation Software with Blackboard” and “Blackboard for Beginners” respectively, at the Information Technology in Teaching and Learning Conference on May 25, 2006.

Dr. Habtu Braha administered the Summer Institute on Teaching and Learning Using Technology through summer 2005 for faculty who received mini-grants.

- He planned and administered a Summer Institute to train faculty who received mini-grants to develop online courses using Tegrity.
 - Helped train faculty in the use of Blackboard, Tegrity, and Power Point.
 - Discussed pedagogy in teaching online courses using blackboard.
- He planned and helped train faculty in using Tegrity, Blackboard, and PowerPoint at the Opening meetings on August, 17-18, 2005.
- He presented a paper and chaired a session at the 60th International Atlantic International Economics Society Conference in New York City, on October 6-9, 2005.
- He took part in a pre-conference workshop on October 10, 2005, and attended the Educause Conference in Orlando, Florida on October 17-21, 2005.

FACULTY CONFERENCES and PRESENTATIONS

MSE

Dr. Braha (continued)

- He attended the Teaching Using Technology Conference at UM, College Park on March 6, 2006.

Professor Hyacinth Ezeka organized the Business Etiquette and "Power" Lunch on May 8, 2006.

Dr. Lidan Ha, attended the Teaching Using Technology Conference at UM, College Park on March 31, 2006.

Chair Marjorie Hill-Lyles attended the 9th Annual National Association (NASP) Mentors Conference, New York City, on March 24, 2006.

- She attended the 9th Annual HBCU Summit on Retention, Ocean City, MD, on March 9-11, 2006.

Dr. John Newman attended the Grant Proposal Writing Workshop, February 27-March 1, 2006 at the University of Maryland (UM), College Park.

- He reviewed the computer-assisted programs with the Committee on Assisted Living, State of MD, Dept. of Health and Mental Hygiene (DHMH) on March 31, 2006.
- He participated in online seminars by Course Technology regarding the use of the SAM computerized testing program on February 3, 2006 and April 7, 2006.

NS

Professor Jacob Adeyeye attended a Biology grant workshop given by Quality Education for Minorities (QEM) at BWI Airport.

Dr. Alfred Amah gave a paper on the use of technology in chemistry instruction at the 5th annual QEM conference held in Washington, DC in fall 2005.

Dr. Fred Nesbitt and **Chair Gilbert Ogonji** attended the QEM workshop for instrumentation grant in Phoenix, AZ.

Chair Gilbert Ogonji attended the 25th Conference on Critical Thinking Conference in Berkeley, CA, July 11-15, 2005.

FACULTY CONFERENCES and PRESENTATIONS

NS

Chair Ogonji (continued)

- He attended the Sloane-C Online Instruction Conference in Orlando, FL on November 19, 2005.
- He attended NSF Anniversary Celebration at Morgan State University in spring 2006.

STAFF PRESENTATIONS and WORKSHOPS

FCA

Ms. Latonya Lynn Smith attended the following workshops:

- E-File Management, Introduction (February 21, 2006)
- E-File Management, Advanced (March 2006)
- Forms Design Using MS Word/ Outlook Calendar (March 2006)
- SkillSoft Training (March 2006)

HGGS

Ms. Linda Brown-Davenport attended the following workshops:

- SkillSoft Training (November 2005)
- E-File Management, Introduction (February 21, 2006)
- E-File Management, Advanced (March 2006)
- Follett E-doption (April 2006)
- Grants 101: Professional Grant Proposal Writing (May 2006)

HM

Ms. Debora Brunson attended the following seminars/workshops:

- Grants 101: Professional Grant Proposal Writing (May 2006)
- Fred Pryor Seminar: "*Dealing with Difficult People*" (December, 2005)
- CSU, E-File Management, Introduction (February 21, 2006)
- Fred Pryor Seminar: "*The Exceptional Assistant*" (January 27, 2006)
- Career Track Workshop: "*Getting Organized—Fast!*" (February 8, 2006)
- Fred Pryor Seminar: "*Ex/Microsoft Excel*" (March 1, 2006)
- Fred Pryor Seminar: "*How to Supervise People*" (March 3, 2005)
- CSU Workshop , Follett E-doptions (March 20, 2006)
- CSU, E-File Management, *Advanced* (March 30, 2006)
- CSU Workshop, Customer Service (April 24, 2006)
- Fred Pryor Seminar: "*How to Design Eye-Catching Brochures, Newsletters, Ads, and Reports*" (May 9, 2006)
- She coached and mentored graduating English majors with 100% pass rate on English Comprehensive examinations

MCS

Ms. Essie Vaughn attended the following workshops:

- E-File Management, Introduction (February 2006)

STAFF PRESENTATIONS and WORKSHOPS

Ms. Vaughn (continued)

- E-File Management, Advanced (March 2006)
- Follett E-doption (April 2006)

MSE

Ms. Gail Hamlin attended the following workshops:

- E-File Management, Introduction (January 9, 2006)
- PowerPoint Overview (January 10, 2006)
- Form Design/MS Word (January 13, 2006)

NS

Ms. Lisa Owens-Johnson attended the following workshops:

- MD Charities Campaign (Fall 2005)
- Form Design/MS Word (January 13, 2006)
- E-File Management, Introduction (February 21, 2006)
- E-File Management, Advanced (March 30, 2006)
- Setting Financial Goals (June 22, 2006)

Office of the SAS Dean

Ms. Kimberly Maybin attended the following workshops:

- E-File Management, Introduction (January 9, 2006)
- PowerPoint Overview (January 10, 2006)
- Form Design/MS Word (January 13, 2006)
- E-File Management, Advanced (March 28, 2006)

FACULTY EXHIBITIONS, PRODUCTIONS, and PUBLICATIONS

FCA

Carey, Hugh. Director. *Amahl and the Night Visitors*. November 2005.

Carey. Director. *Dreamgirls*. June 2006.

Courts, Amini. *Black Masks*. October 2005.

Day-Clark, Linda. Selected Works. *Saturday Night, Sunday Morning*. Deborah Willis, Curator. National tour.

Day-Clark. Commission. *At Freedom's Door: Challenging Slavery in Maryland*. Collaboration between the Reginald F. Lewis Museum of Maryland African-American History and Culture (MAAHC) and the Maryland Historical Society (MDHS) and the Maryland Institute College of Art (MICA). The exhibition opens in February 2007 and will run for one year.

Day-Clark. Selected Works. *Damaged Landscapes, Resilient Spirits*. Sponsored by Open Society Institute as part of Moving Walls 9 at the Cultural Alliance.

Grant, Carol. Selected Works. Baltimore Clayworks Group Exhibition. Allegany Arts Council's Saville Gallery in September 2005. (She was the first presenter for the newly formed Clay Club initiative at Baltimore Clayworks, a non-profit ceramic art center.)

Nwadike, Fellina. "The Changing Face of Philanthropy in Higher Education: Cases of Historically Black Colleges and Universities (HBCUs) in the Eastern Region." *Journal of Teaching and Learning*.

Nwadike. "The Changing Face of Philanthropy in Higher Education: Case of Historically Black Colleges and Universities." *College Teaching and Learning Journal*, October 2005.

HM

Diala-Ogamba, Blessing. "Rhetoric of Violence in Alex Laguna's Novels." *African Renaissance*. November/ December 2005.

Diala-Ogamba. "A Critical Analysis of Chinua Achebe's *No Longer At Ease*." in *Chinua Achebe the Master Artist: Emerging Perspectives*. Ernest Emenyonu, ed. Africa World Press: Trenton, NJ, 2004.

Lewis, L. Dwight Lewis. Co-producer and Editor. *Inside the Congressional Black Caucus*.

FACULTY EXHIBITIONS, PRODUCTIONS, and PUBLICATIONS (continued)

MSE

Abeson, Felix. "A Comparison of Student Perceptions of Teamwork in the Academic and Workplace Environments." *Business Research Yearbook*. XIII (2006).

Anoruo, Emanuel. "Are Current Account Deficits Sustainable among African Countries?: A Panel Cointegration Approach." *The ICFAI International Journal of Applied Economics*. 5:1, 2005.

Anoruo. "Economic Growth and Stock Returns: Some Causality Tests for Canada and the U.S." *European Journal of Economics, Finance and Administrative Sciences*. 2:1 (2005), with Bansi Sawhney.

Anoruo. "Are Inflation Rates Mean-Reverting or Random Walks?: Evidence from Selected African Countries." *Journal of Development Alternatives and Area Studies* (December 2005), with Uchenna Elike.

Anoruo. "Testing Neutrality of Money for Nigeria: A Nonparametric Cointegration Approach." *The ICFAI Journal of Monetary Economics*. VII:6 (November 2005).

Anoruo. "International Trade and Global Income Inequality." *International Journal of Applied Economics*. 2:1 (2005), with William DiPietro.

Anoruo. "Macroeconomic Determinants of the Income Shares of the Very Highest Income Groups." *Review of Applied Economics*. 1:1 (2005), with William DiPietro and Bansi Sawhney.

Anoruo. "Determinants of the Very Highest Income Shares of the Very Highest Income Shares: The Case of France." *Review of Applied Economics*. 1:2 (2005), with William DiPietro and Bansi Sawhney.

Anoruo. "International Capital Mobility: Evidence from Developing Countries." *The ICFAI International Journal of Applied Economics*. IV:5 (September 2005).

Anoruo. "Government Spending and Private Consumption among Select African Countries: A Panel Data Approach." *Indian Journal of Economics and Business* (2005).

Anoruo, Emanuel and Braha, Habtu. "The Permanent and Transitory Effects of Budget Deficits on Private Investment in South Africa." *Studies in Economics and Econometrics*. 29:2 (2005).

FACULTY EXHIBITIONS, PRODUCTIONS, AND PUBLICATIONS

MSE (continued)

Ha, Lidan. "Econometric Simulation for E-Business Strategy Evaluation." *International Journal of E-Business Research*. 2:2 (April-June 2006), 38-53, with Guisseppi Forgionne.

Ha. Peer review. "I Name My Price But Don't Want The Prize: Effects Of Seemingly Useful Information In The Name-Your-Own-Price Mechanism." *Journal of Electronic Commerce Research*.

REGIONAL and NATIONAL SCHOLARLY COMMITTEES

HGGS

Dr. Roger Davidson served on the Washington, DC Mayor's Commission on Emancipation Day Celebration - August 2005.

- He sat on the Washington, DC Mayor's Historical Advisory Board.
- He is a member of the Founding Board for Friends of Washington, DC Archives - August 2005.

Dr. Bettye Gardner was appointed to the Congressional Task Force on Slavery in May 2005; the first meeting occurred October 27, 2005 and ongoing meetings will take place between the Task Force and the Chairman, Congressman John Lewis.

HM

Professor Elaine Sykes acted as consultant to the Events Committee of the Social Security Administration, geared to the Hispanic culture and language.

NS

Dr. Alfred Amah served on the Eastern Regional American Chemical Society Organizing Committee.

Chair Gilbert Ogonji served on the Subcommittee Articulation for K-16 Leadership Council.

Section III. Student Activities

UNDERGRADUATE

1. *Awards, Grants and Scholarships*

FCA

Mr. Sean Barber, a junior, won the title of Mr. Coppin State University 2006 in December 2005. The title is given to a Coppin student who is a demonstrated leader and spokesperson for the student body.

Mr. Phillip Goodwin, a freshman, received a \$3K music scholarship from Heritage United Church of Christ in August 2005.

Mr. Kyle Jackson, a junior transfer student from New Orleans, LA, received two scholarships—a \$3K music scholarship from Heritage United Church of Christ and a \$1.2K from the Edgar P. Silver Scholarship.

Mr. Marvin James, a freshman, received the first talent incentive grant in July 2005.

Mr. Jackson and **Mr. James** were selected in October 2005 as Coppin State's first ever nominees for the prestigious Irene Ryan Acting Scholarship Award, named in honor of the late Irene Ryan—remembered for her role as Granny Clampett on the 1960s classic TV series, *The Beverly Hillbillies*. The award is given to recognize excellence in acting on the collegiate level.

Ms. Chetina Johnson completed three days of shooting as an extra for the HBO TV series, *The Wire*, in December 2005.

Seven of Dr. **Linda Day-Clark**'s photography students received national publication in the book, *Best of College Photography 2005*.

HGGS

Mr. Christopher Carr, a 2006 History major, received a full scholarship to North Carolina Central University.

MCS

Mr. Graham Johnson was awarded the Martha A. and Edna E. Stanford Memorial Award in Mathematics as the graduating mathematics major with the highest grade point average.

UNDERGRADUATE

1. *Awards, Grants, and Scholarships (continued)*

MSE

Ms. Stephanie Burton received an Outstanding Academic Achievement Award from the Office of Student Activities.

Mr. Zanes Cypress received a certificate for his completion of the American Humanics Program, a two-year, interdisciplinary program. The Coppin State University American Humanics Program consists of a multidisciplinary minor involving the Departments of Social Sciences, Management Science, and Health, Physical Education and Recreation. The three departments offer courses in the minor along with collaborative administration of the program.

Mr. Michael Jackson received an Unsung Hero Award from the Office of Student Activities.

Ms. Aymila Parker, a Marketing track student, received a \$2K scholarship for spring 2006 from the Baltimore Marketing Association.

Mr. Arlon Morrison is the winner of the United States National Collegiate Award in recognition of his excellence in communications arts.

UNDERGRADUATE

2. Conferences, Presentations, and Publications

FCA

Ms. Alisa Brock and **Mr. Kyle Jackson** (both from New Orleans) accompanied **Chair Garey Hyatt** on Thanksgiving Eve to New York City for a day-long excursion to see *A Soldier's Play* on Broadway at Second Stage Theatre in November 2005. It was both students' first time in the Big Apple and, since they could not go home for the Thanksgiving holiday, the trip gave them something special to remember. They visited the Apollo Theatre, had lunch in Harlem at Sylvia's Soul Food Restaurant, and met members of the cast of *A Soldier's Play*, including Mr. Anthony Mackie, who is also a native of New Orleans.

Photography students of **Professor Linda Day-Clark** contributed their work to the HM publication *Raise Up*.

HGGS

Mr. Philip Davis was a student panelist in the National Visionary Leadership Project Event in February 2006.

A busload of students accompanied **Dr. Abena Lewis-Mhoon** to Washington D.C. to participate in the historic Million More Movement.

Four students accompanied **Dr. Cynthia Neverdon-Morton** to Law School Day at North Carolina Central University.

The History Club presented three programs for the campus community, consisting of student panel discussions that focused on contemporary issues: color blind: race, class, and color; sororities and fraternities; and reparations. **Dr. Abena Lewis-Mhoon** is the faculty advisor.

Ms. Brittany Robinson, Ms. Wanda Stewart, Ms. Krystina Tucker, and Ms. Sherron Wright, students in Seminar in Global Studies: Diasporic Explorations, accompanied **Dr. Abena Lewis-Mhoon** on a short-term study abroad Caribbean cruise with stops in Miami, FL; San Juan, Puerto Rico; Phillipsburg, St. Maarten; Charlotte Amalie, St. Thomas; and Nassau, Bahamas to visit historic sites. For the students in the GLST course who were not able to travel with her, Dr. Lewis-Mhoon was able to communicate with these students via taped video accounts of interviews and discussions that were posted on Bb.

Several students, encouraged by **Dr. Doug Reardon**, participated in study abroad programs in Africa, Europe and Latin America. **Ms. Dena Tuggle**, a Nursing major, and **Ms. Candace Sewell**, an Education major, went to Ghana.

UNDERGRADUATE

2. Conferences, Presentations, and Publications

HGGS (continued)

Ms. Lateefah Montague, an English major, went to the United Kingdom. **Mr. Dominec Cassell**, a GLST major, and **Ms. Laura Tolver**, a Spanish minor, went to Ecuador.

HM

Twenty-seven World Literature students, accompanied by their instructor **Professor Carola Hibsichman**, were invited to attend the Walters Art Gallery symposium, "Quest for Immortality: The Wooden Figures of Ancient Egypt," on February 3, 2005.

- Professor Hibsichman took her WLIT students on a lecture tour of the Antiquities Department, Egyptian Section, of the Walter Art Museum on February 14 & 18, 2006.

MCS & NS

Thirty-two STEM students and one faculty member attended the Minorities in Research Conference at the Convention Center in Baltimore September 15-17, 2005.

Twenty-eight STEM students and one faculty member attended the Women of Color in Technology Conference in Atlanta, GA from October 22-23, 2005.

Twenty-seven STEM students attended the National Black Engineers Conference in Baltimore in February, 2006.

Four (4) students attended the Congressional Hearing in Washington, DC on science and technology.

MSE

Mr. Oddinigwe Onyemenem presented a paper on perspectives on social justice at the Sixth Annual Undergraduate Conference held at Villa Julie College on April 10, 2006.

Mr. Clyde Anderson, **Mr. Michael Jackson** and **Mr. Terry Young** attended the 9th Annual National Association of Securities Professionals (NASP) Mentors Conference in New York City on March 24, 2006. NASP is a non-profit association of professionals in the securities industry. NASP brings together the

UNDERGRADUATE

2. Conferences, Presentations, and Publications

MSE (continued)

nation's minorities and women who have achieved recognition in the industry as brokers, asset managers, public finance consultants, investment bankers, bond counsel commercial bank underwriters, investors, plan sponsors and other finance professionals.

Ten students organized and participated in a resume writing and interviewing workshop on May 6, 2006: **Ms. Sheri Andrews, Ms. Stephanie Burton, Mr. Marquel Coleman, Mr. Kieron George, Ms. Ivy Harris-Collins, Mr. Michael Jackson, Ms. Zainabu Kamara, Ms. Alexandra Muhammad, Mr. Kweisi Robinson, and Ms. Patrice White.**

NS

Ms. Di'Vida Robertson participated in activities for STEM day on November 21, 2005 to give a student's perspective of STEM.

2006 graduating seniors participated in their Poster Presentation on April 21, 2006.

UNDERGRADUATE

3. Honors

FCA

The department has a charter pending with Alpha Psi Omega, the National Honorary Dramatics Fraternity (co-educational) for the purpose of providing an honor society for those doing a high standard of work in dramatics.

HGGS

Students formed the Fanny Jackson Coppin Branch of The Association for the Study of African-American Life and History (ASALH), founded by Dr. Carter G. Woodson in 1915, to promote, research, preserve, interpret, and disseminate information about African-American life, history, and culture. **Dr. Abena Lewis-Mhoon** is the faculty advisor.

Ten history majors were inducted into the Phi Alpha Theta History Honor Society, a professional society whose mission is to promote the study of history through the encouragement of research, good teaching, publication, and the exchange of learning and ideas among historians. **Dr. Roger Davidson** is the faculty advisor.

HM

Ms. Latrice Curtis received the Women's Symposium Flossie M. Dedmond Award.

Seven students were inducted into the Coppin chapter of Sigma Tau Delta International Honor Society: **Mr. Corey Bell, Ms. Caron Brace, Ms. Desiree Fischle, Mr. Davon Key, Ms. Pamela Johnson, Ms. Rianna Sing,** and **Mr. Jeffrey Wright.** **Dr. Blessing Diala-Ogamba** is the faculty advisor.

MCS

Ms. Joyetta Culp and **Mr. Keyon Johnson**, Computer Science majors, worked with **Chair Edward Sommerfeldt** on Honors research projects.

Mr. Graham Johnson received the Martha A. and Edna Stanford Award in Mathematics for the highest average.

Ms. Ashley Quick, a Mathematics major, worked with **Dr. Sean Brooks** on her Honors project.

UNDERGRADUATE

3. Honors (continued)

MSE

MSE established a chapter of Sigma Beta Delta International Honor Society for Business, Management, and Administration in May 2006.

Mr. Terry Armstrong graduated cum laude and received the 2006 Certificate of Merit Award.

Ms. Florin Celea received the 2006 MSE Certificate of Excellence for the highest average and graduated magna cum laude.

Mr. Dwayne Crossgill graduated cum laude and received the 2006 Certificate of Merit Award.

Ms. Stephanie Burton graduated magna cum laude and received the 2006 MSE Certificate of Achievement.

Ms. Denika Palmer, Mr. Kwesi Robinson, and Ms. Patrice White received the 2006 MSE Certificate of Achievement.

Eleven other students received the 2006 Certificate of Merit Award: **Mr. Terry Armstrong, Ms. Carolyn Brown, Ms. Lorelei Brown, Mr. Zanes Cypress, Ms. Denise Gray, Mr. Tony Mack, Mr. Tyrone Maxwell, Ms. Alexandra Muhammad, Mr. Keron Modeste, Mr. Wayne Saunders, Mr. Fernando Silva, and Ms. Felicia Sligh.**

NS

NS held its Annual Awards Banquet and Beta Kappa Chi Honor Society Induction Ceremony on May 12, 2006.

Mr. Jovan Lewis received the Circulus Scholarum Award and was recognized by the Chesapeake Chemical Society.

Mr. Cletus Opping received the 2006 Biology Faculty Award.

Ms. Da'Vita Roberts received the 2006 NS Faculty Award.

Ms. Fallon Robinson came in second place in the Poster Presentation.

Ms. Medea Kenney came in third place in the Poster Presentation.

UNDERGRADUATE

4. Co-ops/Internships

FCA

Ms. Kim Hunter began an arts management internship at the Baltimore ClayWorks, Mt. Pleasant site, in spring 2006.

Ms. Joanne Terrell began an internship in spring 2006 at the American Visionary Art Museum to work on a mural for the façade of the building.

Ms. Gina Watkins completed an art education internship at the Baltimore ClayWorks, Mondawmin site, in spring 2006.

HGGS

Mr. Christopher Carr completed an internship at the Smithsonian National Museum of American History in 2006 semester.

Ms. Ashley Green, Ms. Brittney Robinson and Ms. Jennifer Rogers completed an internship at the Great Blacks in Wax Museum in spring 2006.

Mr. Dominic Casselle, Global Studies major, was accepted by U.S. Department of State as a Foreign Service intern in Honduras.

Ms. Njideka Israel (an Honors MNSC major and GEOG minor), **Ms. Fayola Peters** (an Honors Computer Science major and GEOG minor), and **Ms. Brittney Robinson** (a HIST major) were research assistants for **Dr. Doug Reardon** during spring 2006.

MCS

Mr. Lennox Thompson, a junior, has been awarded a summer internship with SOARS in Colorado. His internship includes transportation, room and board for 6 weeks, and a \$5K stipend.

MSE

Ms. Ayesha Bonnett received a co-op position at the Army Corps of Engineers.

Mr. Shawn Cesar, Mr. Michael Jackson and Mr. Tony Mack were volunteer student assistants in MSE.

Mr. Marquell Coleman received a co-op position at Municipal Employee Credit Union.

UNDERGRADUATE

4. Co-ops/Internships (continued)

Mr. Marquel Coleman and **Mr. Michael Jackson** were Black Executive Exchange Program (BEEP) Ambassadors.

Ms. Njideka Israel, one of the inaugural Global Studies interns, will travel to either the Caribbean, Ghana, Brazil, or the Western U.S to receive specialized training in preparation for participation in NASA research projects.

Ms. Donvenia Jackson received a co-op position at Inroads.

Mr. Michael Jackson received a co-op position at Isaacs & Simmons, P.C. (certified public accountants)

Ms. Dovenia Johnson received a co-op position at the Social Security Administration.

Mr. Oddinigwe Onyemenem was named a Howard Hughes Summer Research Fellow at Johns Hopkins University in 2006.

GRADUATE

1. Career Successes

FCA

Mr. Andrew Brezinski, UAP 2005 graduate, continues to do excellent work in his full-time capacity as Graphic Designer for the Office of External Affairs at CSU.

Ms. Danielle Patrice Johnson, UAP 2004 graduate with a minor in dance, has been named Director of Dance at Friendship Junior Academy, a public charter school in Washington, D.C. **Dr. Judith Willner** was her undergraduate advisor. Ms. Johnson studied with **Professor Edna D. Simmons**, Chair of Coppin's Department of Health, Physical Education, Recreation, and Dance. Ms. Johnson also coaches the high school's cheerleaders and its dance group, The Dancing Divas.

HM

Mr. Henry Hurst, a 2004 graduate, is a photographer and writer for the Office of External Affairs.

- He visited **Dr. Kathleen Hellen's** JRNL 311 class to talk to students about advocacy journalism at the *Afro-American Newspaper*, the state of minority presses, and job opportunity for journalists. Mr. Hurst has worked for the *Afro-American Newspaper* and is now working at the *Baltimore Examiner*.

MCS

Mr. Paul Matthews, a 2005 Computer Science graduate, is working with MCS to implement the "Balanced Scorecard" system in helping the department to correctly manage its curriculum development, setting and achieving goals, etc. During the spring, Paul held a meeting with all MCS majors to discuss various matters and developed a student questionnaire.

GRADUATE

2. Graduate Studies

HGGS

Mr. Steven Dixon, a 2003 CSU History Major, received his M.A. degree in African History at the University of Miami. He also was awarded a full scholarship by the University of Miami to study for his Ph.D. degree and has already completed a semester of study.

Mr. Lopez Matthews, a 2004 CSU History Major, graduated with an M.A. degree in History from Howard University. He had the distinction of graduating with a 4.0. and received a Ronald McNair Scholarship from Howard to continue study for his Ph.D. degree.

Mr. Steven Dixon and **Mr. Lopez Matthews** served as speakers for the Department of HGGS's Phi Alpha Theta Honor Society induction ceremony in May 2006.

MCS

Mr. Paul Matthews is studying for his Master of Information Management degree at UMCP.

MSE

Mr. Olu Adewunm is attending the University of Baltimore in Finance.

Ms. Jilla Artis is attending the University of Baltimore.

Ms. Hennither Cole is attending the University of Baltimore in Human Resources.

Mr. Derrick Cooper earned a MBA degree from Hood College in May 2006.

Mr. Micah Crump is attending Morgan State University in the Business Administration doctoral program; he completed his oral examination in May 2006.

Mr. Shawn Greenway is attending Bowie State University in Finance.

Ms. Sharon Griffin is attending Towson University.

Ms. Elizabeth Owusu-Sekyere is attending the University of Baltimore.

GRADUATE

2. Graduate Studies

MSE (continued)

Ms. Romonda Pollard is attending Towson University in Communications.

Ms. Trina Ritch-Tubman is attending University of Baltimore in Human Services.

Ms. Gabrielle Spence is attending CSU in Education.

Ms. Cherrie Williams is attending UMUC.

Section IV: Urban Corridor Activities

FCA

1. Thirty-two students, coached and supervised by **Professor Amini Courts**, performed excerpts from her fall production of *Black Masks* for President Battle's annual Reading Explosion II for 400 students from the Urban Corridor, including Rosemont and Gwynns Falls Elementary Schools.

2. Coppin Academy Initiative—Teaching

Professor Amini Courts taught approximately 20 Coppin Academy students in drama for the fall 2005 semester.

Professor Carol Grant taught 26 Coppin Academy students in the history, theory and practice of artmaking through the discipline of ceramics in fall 2005. Their final work, a large ceramic mural honoring people they admire, was exhibited in March 2006 in the Coppin Art Gallery.

Professor Amini Courts and **Professor Carol Grant** both mentored majors who served as teaching assistants for their respective Coppin Academy classes in fall 2005. Professor Courts mentored **Ms. Lorraine “Jaki” Terry** and **Mr. John White, Jr.** Professor Grant mentored **Ms. Gina Watkins** and **Ms. Joanne Terrell**.

3. Curriculum Initiatives

Professor Amini Courts created and developed a theatre curriculum for Coppin Academy in August 2005.

Professor Carol R. Grant created and developed a new Visual Art (Ceramics) curriculum for Coppin Academy in August 2005.

- She directed Coppin Academy students in an installation workshop for “Faces of Freedom” exhibit in February 2006.

HGGS

Dr. Cynthia Neverdon-Morton served as an advisor for Coppin Academy for Coppin History Day from May – June 2006.

Dr. Doug Reardon attended the Rosemont Elementary School NASA Explorer Event.

- He worked with Rosemont teachers on initiatives to improve teaching of Geography

Section IV: Urban Corridor Activities (continued)

MCS

Dr. Genevieve Knight worked with the Rosemont Elementary School and Lemmel Middle School PDS groups.

NS

Dr Alfred Amah and **Dr. Fred Nesbitt** organized and participated in the science magic show at Rosemont Elementary School.

Chair Gilbert Ogonji provided tropical fruits for Rosemont students as part of the study of the habitat of tropical plants.

Section V. Coppin Campaign Activities*

FCA

Chair Garey Hyatt received a grant for \$2K from Associated Black Charities for outreach activities to support *The Face of Emmett Till*; the grant was credited toward the 2005-6 Coppin Campaign.

Dr. Linda Day-Clark received a \$5,849.94 donation of photographic equipment and supplies from Fine Print of Towson; the donation was credited toward the Coppin Campaign effort.

HGGS

Dr. Cynthia Neverdon-Morton contributed to the campaign.

HM

The Department had 100% participation in the 2005-6 campaign.

MCS

The department, in conjunction with the Academic Resource Center, donated funds to the Yemi Alade International Student Scholarship Fund.

MSE

Dr. Habtu Braha and **Chair Marjorie Hill-Lyles** contributed to the campaign.

* See Part Three.

PART FIVE

SAS GOVERNANCE

SAS Governance

SAS Council—Dean and six SAS Chairs. This body meets regularly every two weeks and additional meetings are convened as needed.

Purpose: to establish and execute the policies and procedures of the School in accordance with University policies and procedures.

Dr. Jacqueline Brice-Finch, Dean
Professor Garey Hyatt, FCA Chair
Dr. Larry Martin, HGGGS Chair
Dr. Alcott Arthur, HM Chair
Dr. Edward Sommerfeldt, MCS Chair
Professor Marjorie Hill-Lyles, MSE Chair
Dr. Gilbert Ogonji, NS Chair

SAS Extended Council—Dean and six SAS Chairs, Executive Administrative Assistant to the Dean and the six Administrative Assistants to the Chairs. This body meets as needed.

Purpose: to discuss the policies and procedures of the School for efficient and effective implementation.

Dr. Jacqueline Brice-Finch, Dean
Ms. Kimberly Maybin, Executive Administrative Assistant
Professor Garey Hyatt, FCA Chair
Ms. Lynn Smith, Administrative Assistant
Dr. Larry Martin, HGGGS Chair
Ms. Linda Brown-Davenport, Administrative Assistant
Dr. Alcott Arthur, HM Chair
Ms. Debora Brunson, Administrative Assistant
Dr. Edward Sommerfeldt, MCS Chair
Ms. Essie Vaughn, Administrative Assistant
Professor Marjorie Hill-Lyles, MSE Chair
Ms. Gail Hamlin, Administrative Assistant
Dr. Gilbert Ogonji, NS Chair
Ms. Lisa Owens, Administrative Assistant

SAS Institute—SAS personnel. This body meets at the opening of each semester. The fall institute is a full day; the spring institute is one-half day.

Purpose: to establish the initiatives of the School for the academic year; to discuss issues of interest and concern to the School.

Dr. Jacqueline Brice-Finch, Dean
Ms. Kimberly Maybin, Executive Administrative Assistant

SAS Institute (continued)

Professor Garey Hyatt, FCA Chair
Ms. Lynn Smith, Administrative Assistant
Faculty and Staff of FCA
Dr. Larry Martin, HGGG Chair
Ms. Linda Brown-Davenport, Administrative Assistant
Faculty and Staff of HGGG
Dr. Alcott Arthur, HM Chair
Ms. Debora Brunson, Administrative Assistant
Faculty and Staff of HM
Dr. Edward Sommerfeldt, MCS Chair
Ms. Essie Vaughn, Administrative Assistant
Faculty and Staff of MCS
Professor Marjorie Hill-Lyles, MSE Chair
Ms. Gail Hamlin, Administrative Assistant
Faculty and Staff of MSE
Dr. Gilbert Ogonji, NS Chair
Ms. Lisa Owens, Administrative Assistant
Faculty and Staff of NS

SAS Planning Committee—Dean, Chairs, and SAS faculty members. This committee meets monthly as needed.

Purpose: to establish the mission and vision of the School, as restructured; to develop a strategic plan for the School.

Dr. Bettye Gardner, Committee Chair and Professor of History
Dr. Alcott Arthur, HM Chair
Dr. Jacqueline Brice-Finch, Dean
Ms. Ann Cobb, Instructor of English
Professor Garey Hyatt, FCA Chair

SAS Retreat—Dean and SAS Chairs. This committee meets yearly in June.

Purpose: to review the current year's SAS initiatives; to establish the next year's initiatives; and to plan the Fall Institute.

Dr. Jacqueline Brice-Finch, Dean
Professor Garey Hyatt, FCA Chair
Dr. Larry Martin, HGGG Chair
Dr. Alcott Arthur, HM Chair
Dr. Edward Sommerfeldt, MCS Chair
Professor Marjorie Hill-Lyles, MSE Chair
Dr. Gilbert Ogonji, NS Chair

SAS School Meeting—SAS personnel. The School meets during each semester as needed.

Purpose: to discuss issues of interest and concern to the School.

Dr. Jacqueline Brice-Finch, Dean
Ms. Kimberly Maybin, Executive Administrative Assistant
Professor Garey Hyatt, FCA Chair
Ms. Lynn Smith, Administrative Assistant
Faculty and Staff of FCA
Dr. Larry Martin, HGGGS Chair
Ms. Linda Brown-Davenport, Administrative Assistant
Faculty and Staff of HGGGS
Dr. Alcott Arthur, HM Chair
Ms. Debora Brunson, Administrative Assistant
Faculty and Staff of HM
Dr. Edward Sommerfeldt, MCS Chair
Ms. Essie Vaughn, Administrative Assistant
Faculty and Staff of MCS
Professor Marjorie Hill-Lyles, MSE Chair
Ms. Gail Hamlin, Administrative Assistant
Faculty and Staff of MSE
Dr. Gilbert Ogonji, NS Chair
Ms. Lisa Owens, Administrative Assistant
Faculty and Staff of NS

SAS Secondary Education Committee—Dean and four SAS Chairs with Secondary Education minor (HGGGS Chair, HM Chair, MCS Chair, and NS Chair), and four faculty members.

Purpose: to create uniform policies and procedures for the Secondary Education minor in the School; to develop initiatives to strengthen the Secondary Education program at the undergraduate and graduate level.

Dr. Jacqueline Brice-Finch, Dean
Dr. Larry Martin, HGGGS Chair
Dr. Cynthia Neverdon-Morton, HGGGS Social Science Educator
Dr. Alcott Arthur, HM Chair
Dr. Cynthia Coleman, HM English Educator
Dr. Edward Sommerfeldt, MCS Chair
Dr. Genevieve Knight, Mathematics Educator
Dr. Gilbert Ogonji, NS Chair
Dr. Tatiana Roth, Biology Professor

SAS TV and Radio Facility Committee—Dean, Chairs, SAS faculty members and technician. This committee meets monthly as needed.

SAS TV and Radio Facility Committee (continued)

Purpose: to determine instructional uses of the media spaces and equipment.

Dr. Alcott Arthur, HM Chair

Dr. Jacqueline Brice-Finch, Dean

Professor Amini Courts, Associate Professor of Theatre

Professor Garey Hyatt, FCA Chair

Dr. L. Dwight Lewis, Assistant Professor of Media

Mr. Dennis Roberts, Technical Engineer, Institutional Advancement

PART SIX

SAS Policies and Procedures

SAS Course Grade Procedure

Course Cancellation

1. The SAS Chair should send the Registrar an e-mail notification of small class cancellations by the due date.

Change of Instructor

1. The SAS Chair should send the Registrar an e-mail notification of the change of an instructor's name for a course section by the due date.

Mid-Term Grade Report

1. By the due date, the SAS instructor should submit interim grades of "S" (satisfactory), "U" (unsatisfactory), "D" (barely passing), or "F" (failing) to indicate the quality of the student's work at that time.

Administrative Withdrawal Grade

1. In accordance with the University attendance policy, the SAS instructor should submit all Administrative Withdrawal (AW) Grade Forms to the Attendance Coordinator in the Office of Counseling by the due date.
2. The AW grades should appear on the final grade report where applicable. The SAS instructor should notify the Registrar via e-mail if any AW grade is not on an applicable final grade report.

Incomplete Grade

1. The SAS instructor should submit electronically to the Office of the Registrar the final grade report for each class taught by the due date.
2. The SAS instructor, under extenuating circumstances, may submit an Incomplete Grade ("I") grade for a student who has failed to complete one or more requirements of a course by the end of the semester if
 - the student has successfully completed most of the course requirements and
 - the instructor believes that the student has a legitimate reason for not completing all assignments.
3. The instructor should be consistent in determining the legitimate reasons allowed for an Incomplete Grade.

4. The instructor should submit an Incomplete Grade Form to the appropriate SAS Chair in a timely manner for processing by the due date.
5. All work related to an Incomplete Grade must be satisfactorily completed by the due date of the following semester. The instructor must submit a change of grade by the due date, if applicable.
6. If a student does not satisfactorily complete the work related to an Incomplete Grade by the due date, the student will receive a grade of "F."

Final Grade Report

1. Every student registered for a class should receive a final grade. The instructor should mark electronically all grades except the AW Grade or the Incomplete Grade. The AW Grade and the Incomplete Grade must be recorded on a separate form [see appropriate sections above].
2. The SAS instructor should submit to the appropriate SAS Chair a copy of the final grade report for each class taught, accompanied by
 - a. a copy of the AW Form for each student, where applicable.
 - b. a copy of the Incomplete Grade Form for each student, where applicable.

Change of Grade

1. The SAS instructor may submit a grade change, along with a written justification, not later than four weeks into the semester after the semester in which the grade was originally submitted.

This policy is based on the Catalog web pages 50-2.

SAS Courses Which Require No Textbooks

The following SAS courses do not require textbooks.

FCA Courses

ART 105, 309 and 420
IDIS 103 and 270
MUSA 252, 262, 271, 352, 452, 462
MUSC 201, 202, 224, 301
THEA 314

HGGS Course

HIST 424

HM Courses

ENGL 104, 496
JRNL 411, 490, 491
MCOM 490, 491, 495, 497

MCS Courses

COSC 210, 383, 384, 417, 483, 484
MATH 383, 384, 483, 484

MSE Courses

MNSC 383, 384, 450, 480, 481, 483, 484

NS Courses

BIOL 303, 304, 384, 385, 407, 408
 203 [spring semester]
CHEM 303, 304, 384, 385, 407, 408,
 102 [spring semester]
 308 [spring semester]
PHYS 302 [spring semester]

SAS Faculty Overload Procedure

In regard to the Request to Fill Forms, please observe the following procedure:

1. A full-time instructor should not be assigned more than two courses as overload any given semester.
2. An adjunct instructor should not be assigned more than two courses per semester.
3. Please note on the Transmittal Form whether the full-time instructor is in another department. If so, the Chair hiring that full-time instructor should obtain the approval of the Chair of the department in which the instructor resides before forwarding the request to fill document to the Dean.

SAS Faculty Schedule Template

The Departmental Administrative Assistant adapts the form below for use in the department. She should input the information for each faculty member, including the adjunct faculty. Each faculty member should approve the completed form before posting the form on his/her office door. An electronic copy for each faculty member should be retained by the Office of the Chair and an electronic copy of the same forwarded to the Dean.

SCHOOL OF ARTS AND SCIENCES
 Department of _____
 Location: _____ Phone Number: 951-

Faculty Schedule
 Academic Year 200 -200
 _____ 200 Semester

Name of Faculty: _____ Phone#: _____

Office Location: _____ Email: _____

CLASS SCHEDULE

Day	Time	Course No.	Title	Credit Hr.	Room No.

OTHER FACULTY ASSIGNMENTS

Day	Time	Title	% Effort	Room No.

OFFICE/CONFERENCE HOURS

Day	Time

SAS Grant Writing and Reporting Procedure

1. Meet with the Department Chair and Dean to discuss the grant proposal, providing a copy of the grant RFP.
2. Include all relevant staffing [instructor, program assistant].
3. Check budget items with appropriate University personnel.
4. Submit a draft of grant proposal to the Chair and Dean two weeks before the due date.
5. Submit the grant proposal for all appropriate University signatures/ approval one week before the due date.
6. Give a copy of the grant proposal submitted to the Chair and Dean.
7. Give a copy of the annual report to the Chair and Dean.

Last modified 6/9/06

SAS Office Coverage

1. AA should post a note on the department office door when leaving office for short period of time and note time of anticipated return.
2. AA should post a note on the department office door when at lunch with time of return.
3. AA should leave a message on voice mail advising caller to contact the Office of the Dean at 410-951-3020 if both she and the Chair are out of the office for the day and the caller needs immediate action.
4. During the summer months, AA should forward her calls to the Chair who will check his/her voice mail to retrieve and return calls.

Last modified 6/27/06

SAS Syllabus Procedure

1. All SAS faculty members will establish a webpage on the Faculty Web Server to post their spring 2005 syllabi.

To establish a webpage,

- On the Coppin homepage, scroll down the menu for Faculty & Staff to Faculty/Staff Websites.
- Click on this item to get to the Faculty Web Server.
- To activate a new account, download and complete the Web Account Activation Request Form.
- Send the completed form to Ms. Sribala Narasimhadevara at snarasimhadevara@coppin.edu to establish the account.
- Once the account is established, upload the syllabi and other documents.

These websites can be viewed by anyone wishing information about a course syllabus. On the Faculty Web Server page are all CSU faculty members who have web accounts. Department Chairs will identify those faculty members in their departments who are willing to offer assistance to their colleagues concerning the posting.

2. This posting will be in addition to their posting of syllabi on their Bb accounts for their classes.
3. All faculty members [full-time and adjunct] should send an electronic copy of their course syllabi each semester to the Department Administrative Assistant.

SAS Travel Request Procedure

1. The Request to Travel Form must be approved by all appropriate persons at least 30 days before the date of travel when airfare is involved. Otherwise, the request must be approved 21 days in advance.
2. The faculty member should seek the lowest airfare. The hotel accommodations paid by Coppin should not exceed the length of the conference, workshop, seminar, etc.
3. The faculty member must state in detail the purpose of the travel as it relates to (1) class instruction and/or curriculum development; and (2) professional development and/or research.
4. The faculty member should give his/her Chair pertinent details about the professional travel when submitting the travel request so that the information can be uploaded onto the departmental webpage as a newsletter item in a timely manner.
5. No later than one month after the trip is completed, the faculty member must submit a one to two page travel report, expanding on the purpose of the trip to include contacts made; sessions, and/or workshops attended; and useful materials obtained.
6. Whenever a paper is presented, the faculty member should make every effort to develop the presentation into a publication.
7. The Travel Expense Form must be submitted within two weeks of the completion of the trip.