

Agenda Item A-1

Executive Summary

MEETING DATE:

October 8, 2025

SUBJECT

Building Automation System Upgrade Project

BACKGROUND:

In November 2023, the Board approved a project to replace the outdated building automation systems (BAS) in four campus buildings—Barber, Collins, Cook, and Lyons Science Annex. These systems control heating, cooling, and other building functions. The old Siemens system will be replaced with one of the newer, campus-approved systems from either Trane or Schneider.

The project was estimated to cost \$700,000 and was planned to be funded through Title III - FY 2023–24 FUTURE Act funds, which are federal grant dollars provided under the FUTURE Act and designated for the university's FY 2023–2024.

In April 2025, the Board also approved hiring the engineering firm McKim & Creed to design and oversee the technical work for the BAS upgrades.

Due to changes in the project scope and rising costs, we now require the Board's review and approval to proceed.

We've confirmed that the original FUTURE Act funds are restricted to academic facilities — in this case, the Lyons Science Annex.

Barber and Collins, designated as administrative facilities, will need to be supported through an alternative funding source.

The planned building automation upgrade for Cook Hall will be incorporated into the comprehensive renovation project, which is already in the advanced design phase, and scheduled for completion in 2028.

The NC State Construction Office's requirements will significantly increase the project's costs, making it necessary to adjust the overall budget.

Recommendations:

- Approve two separate projects to upgrade the Building Automation Systems (BAS) in three campus buildings:
 - Lyons Science Annex – Estimated project cost: \$700,000, funded through the original FUTURE Act allocation.
 - Barber and Collins Halls – estimated project cost: \$600,000, funded through FY 2024-25 management flex carry-forward funds, with the design team to be selected through a future solicitation process.
- Cancel all previous approvals and authorizations for earlier BAS upgrade plans to avoid duplication and ensure alignment with these new project buildings.

MOTION:

The Board approves the cancellation of the previously authorized BAS upgrade projects and authorizes two new BAS upgrade projects as outlined.

Supporting Document: n/a

Reviewed by: Hector Molina
Chief Operating Officer

Date: 10/1/2025

Prepared by: Gene Cottrell
Interim Associate Vice Chancellor for Facilities Management

Date: 10/1/2025

Agenda Item A-2

Executive Summary

MEETING DATE:

October 8, 2025

SUBJECT

Health and Wellness Center Project Authority Increase

BACKGROUND

Board of Trustees approval is required for new capital projects or additions in construction project budget authority for previously approved projects. The original project authority for the Health and Wellness Center project was \$5,500,000 from a State of North Carolina capital appropriation. In 2019 the FSU Board of Trustees and the UNC Board of Governors approved an increase in authority to \$7,500,000 based on City of Fayetteville funding. Because those City funds are no longer available, only the original \$5,500,000 State of North Carolina capital appropriation remained.

The Higher Education Emergency Relief Fund (HEERF) regulations were revised in 2022 to allow for more flexibility for the funds to be used on construction projects. By 2022, the original scope of the \$5,500,000 HWC project had eroded due to construction cost escalation.

In June 2022, the FSU BOT and UNC BOG approved to increase the project authority to \$11,100,000 using \$5,600,000 of available HEERF funds. The U.S. Department of Education also approved FSU's request to spend \$5,600,000 in HEERF funds for this project.

In February 2024, the BOT approved an additional \$1,000,000 in project authority, bringing total project authority to \$12.1 million.

In August 2024, the BOT approved an additional \$800,000 in project authority, bringing total project authority to \$12.9 million.

In December 2024, the University received construction bids for the project. The low bid was higher than

Board of Trustees

estimated and additional funding is required to complete the building and provide additional parking. In January 2025, the Board approved an additional \$1,000,000 of project authority funded by HEERF to cover the added cost.

Much of the construction contingency and funds allocated for equipment have been used to address unforeseen site conditions. An additional \$400,000 of HEERF funding is needed to furnish the building with equipment, cameras, emergency notification, etc.

MOTION:

The Board approves the additional \$400,000 of project authority.

Supporting Document n/a

Reviewed by: Hector Molina
Chief Operating Officer

Date: 10/3/2025

Prepared by: Gene Cottrell
Interim Associate Vice Chancellor for Facilities Management

Date: 10/3/2025

Agenda Item A-3

Executive Summary

MEETING DATE:

October 8, 2025

SUBJECT

Policy on Non-Salary and Deferred Compensation

BACKGROUND:

The University of North Carolina (UNC) Board of Governors requires each institution to have a policy concerning the granting of non-salary compensation for all personnel exempt from the North Carolina Human Resources Act. Each policy that provides specified non-salary compensation to a defined category of employees shall set out what types of non-salary compensation the campus or UNC System Office will provide, and the criteria for awarding such compensation.

The FSU BoT established a Non-Salary and Deferred Compensation policy in 2007. The BoG subsequently revised their Non-Salary and Deferred Compensation policy to include deferred compensation for Senior Academic and Administrative Officers (2022) and employment bonuses (2024). Following the BoG's approval of the revisions to their Non-Salary and Deferred Compensation policy, the UNC System President issued regulations in 2022 and 2024 specifically outlining requirements that should be included in each institution's policy.

The BoT's policy has been revised to include the requirements of the BoG's 2022 policy and the UNC System President's 2022 and 2024 regulations

MOTION:

The Board approves the policy on Non-Salary and Deferred Compensation, as presented.

Supporting Document: Policy on Non-Salary and Deferred Compensation (DRAFT)

Prepared by: Wanda L. Jenkins

Date: 10/6/2025

General Counsel and VC for Legal, Audit, Risk and Compliance

FAYETTEVILLE STATE UNIVERSITY

NON-SALARY AND DEFERRED COMPENSATION

| | |
|--------------------------|---|
| Authority: | Issued by the Board of Trustees. Changes or exceptions to administrative policies issued by the Board of Trustees may only be made by the Board of Trustees. |
| Category: | Personnel – Employees Exempt from the State Human Resources Act |
| Applies to: | • Administrators • Faculty • EPS |
| History: | Revised – Approved – September 23, 2007 Issued – October 3, 2007 |
| Related Policies: | • Reimbursement of Moving Expenses • Policy on Non-Salary and Deferred Compensation [UNC Policy #300.2.14] • Regulation for Deferred Compensation for Senior Academic and Administrative Officers Other than Chancellors or the President [UNC Policy #300.2.14.1[R]] • Regulation on Delegated Authorities Regarding Non-Base Salary Compensation for University Employees Exempt from the NC Human Resources Act [UNC Policy #300.2.14.2[R]] |
| Contact for Info: | Associate Vice Chancellor for Human Resources (910) 672-1696 |

I. PURPOSE

The Board of Governors of the University of North Carolina (UNC) requires each constituent institution to establish a policy on non-salary and deferred compensation. Fayetteville State University's (University) policy (Policy) sets forth specific requirements for the payment of non-salary (Non-Salary Compensation) and deferred compensation (Deferred Compensation). Any such payments may only be paid in accordance with the provisions of this Policy and only after receiving the approvals specified in the Policy.

As it relates to Non-Salary Compensation, this Policy applies to employees exempt from the State Human Resources Act (EHRA), including Senior Academic and Administrative Officers (SAAO), faculty, and Exempt Professional Staff (EPS). This Policy is not applicable to the University's Chancellor, Athletic Director, and Head Coaches. UNC Policy #300.2.14 and #300.1.5 address non-salary and deferred compensation for chancellors. The Athletic Director and Head Coaches are governed by UNC Policy #1100.3 and its guidelines.

As it relates to Deferred Compensation, this Policy applies only to SAAOs.

II. NON-SALARY COMPENSATION

Non-Salary Compensation may be provided to EHRA employees for reasons relevant to attracting or retaining employees of the highest quality. Decisions concerning Non-Salary Compensation shall not be based in whole or in part upon any of the protected statuses included in Section 103 of The Code.

Non-Salary Compensation does not include items that are required for the express purpose of conducting University business. Such items may include reimbursement of professional or work-related travel expenses, the provision of equipment to perform the work of the position (even if used at home), including computers, monitors, mobile phones, tablets, and similar work-related items, salary supplements for additional job duties and/or interim or acting promotions, one-time payment of awards pursuant to approved and recognized University employee awards programs, and any other expenses for the express purpose of conducting University business and are not included as Non-Salary Compensation in this Policy.

The following items under this section are considered Non-Salary Compensation under this Policy. Advance approval by the Board of Trustees is required for any Non-Salary Compensation not specifically outlined in this Policy.

A. Employment Bonuses

EHRA employees may be eligible for sign-on, retention, and performance bonuses, subject to the requirements outlined in this Policy. There is no automatic entitlement to a sign-on, retention, or performance bonus by an employee of the University.

1. Request and Approval Process

A division head desiring to offer an employment bonus to a candidate or current employee shall transmit a request and the supporting documentation outlined in this Policy to the Office of Human Resources. Upon receipt of the written request and supporting documentation, the Office of Human Resources shall ensure that the candidate/employee is eligible for a bonus and that the justification for the bonus meets the requirements outlined in this Policy. Thereafter, the Office of Human Resources shall submit the division head's request to the Chancellor. The Chancellor shall consider the request and if supported by the Chancellor, the request shall be forwarded to the University's Board of Trustees for approval. Under no circumstance shall the employee receive the requested bonus prior to final approval by the Board of Trustees.

The Office of Human Resources shall be responsible for reviewing and monitoring sign-on, retention and performance based bonuses.

2. Eligibility

Only candidates for or employees in permanent EHRA positions are eligible for bonuses under this Policy. A bonus shall not be awarded to an employee under the following circumstances:

- The employee has received an end of appointment notice;

- The employee's most recent annual performance appraisal overall rating is not at least "meeting expectations", or if an annual performance appraisal was not required, is deemed to not be in "good standing";
- The employee is currently working under a performance improvement plan; or,
- The employee is no longer actively employed in their position.

An employee may receive either one sign-on bonus (Sign-On Bonus) or one retention bonus (Retention Bonus), but not both, within any 24-month period. Receipt of a Sign-On or Retention Bonus does not preclude an employee from receiving a performance-based bonus (Performance-Based Bonus) as otherwise allowed by this Policy.

3. Types of Employment Bonuses

a. Sign-On Bonus

A Sign-On Bonus may serve as a recruitment incentive to aid in employing individuals for critical positions that have labor market shortages which affect the business needs of the University and impair the delivery of essential services. Such bonuses must be based on at least one of the following specific, demonstrated recruitment needs.

- i. Sign-On Bonuses may be considered for candidates who will be hired into a particular type of position (e.g. police officer) within the University. It must be demonstrated that the job classification is critical to the University's mission, there is a labor market shortage, and the inability to hire qualified candidates would impair delivery of essential services.
- ii. Sign-On Bonuses may be considered for an individual position if it can be demonstrated that the position is critical to the University's mission, the labor market is particularly competitive for the skillset and experience required for that position, and the University's inability to recruit and hire a qualified candidate would negatively affect the delivery of essential services. This option is typically reserved for instances where the position is the sole individual, or one of two individuals, fulfilling a role at the University.

b. Retention Bonus

Retention Bonuses are discretionary and intended to enhance retention of employees whose knowledge, skills, and abilities are vital to fulfill the University's goals and/or strategic plan and whose loss would negatively affect University operations. A Retention Bonus must be based on at least one of the following specific, demonstrated retention needs and may not be awarded in an across-the-board manner to broad classes of employees.

- i. To retain a group of employees in a specific job classification when the University *has offered a sign-on bonus as a recruitment incentive* for that same job classification;
- ii. To retain an individual employee when the University *has offered a sign-on bonus as a recruitment incentive* to individuals in a similar, critical position within the same unit; or
- ii. To retain a critical individual employee when they are likely to leave the University to work for another agency or employer.

c. **Performance-Based Bonus**

A Performance-Based Bonus is intended to reward substantial achievements in the course and scope of an employee's University employment. "Substantial achievements" means significant and considerable performance beyond normal expectations of the employee's position. The University, in awarding Performance-Based Bonuses, shall ensure equal opportunity and consistency of application across similarly situated groups of employees and positions.

- i. **Eligibility.** Only employees in permanent (benefits eligible) EHRA positions are eligible for Performance-Based Bonuses under this Policy.

- aa. **EHRA Non-Faculty.** The award of a Performance-Based Bonus shall be tied to a completed annual performance appraisal for EHRA Non-Faculty employees. Performance bonuses may be awarded only after an annual performance appraisal of the employee has been completed in accordance with applicable University policies.

- bb. **EHRA Faculty.** The award of a Performance-Based Bonus shall be tied to the provisions of a written incentive compensation plan for EHRA Faculty employees. Such a plan must be approved by the Provost and Vice Chancellor for Academic Affairs.

- ii. **Criteria.** A Performance-Based Bonus and its amount must be tied to specific criteria assessed quantitatively and/or qualitatively as documented in the employee's annual performance appraisal and be in alignment with the strategic goals of the University. Such must be based on at least one of the following specific, demonstrated, substantial achievements:

- aa. **Contribution.** The employee has made substantial contributions to the fulfillment of the goals, mission, and objectives of the department/school/college/division or University. Such contributions must be visible, measurable, and acknowledged by colleagues and the employee's department/school/college/division or University administrators.

- bb. Collaboration/Creativity.** The employee has identified and implemented substantial creative and innovative ideas or solutions that increase efficiency or effective use of University resources, the effects of which must be apparent at the department/school/college/division or University level and must be visible, measurable, and acknowledged by colleagues and the employee's department/school/college/division and/or University administrators.
- cc. Results.** The employee has delivered substantial results in the areas of teaching, research, and/or service, the results of which must be visible, measurable, and acknowledged by colleagues and the employee's department/school/college/division and/or University administrators.

4. Amounts and Payments

Bonuses may be funded from any source, including state or non-state funds, so long as the funding source permits an expenditure for this purpose. For state funds, such use must be permissible under the policies of the Office of State Budget and Management.

a. Sign-On/Retention Bonus

- i. Required Agreement.** Before an employee receives a Sign-On or Retention Bonus, the employee must sign an agreement under which the employee agrees to repay the bonus, in whole or part, if the employee separates from the in fewer than 12 months after the payment of the bonus.

The agreement will also state that if the employee does not terminate employment with the University but moves to another unit or to another occupational group within the University before completion of 12 months of service, the employee forfeits any remaining unpaid installment of the bonus.

An employee is not required to repay any amount of a sign-on or retention bonus if the employee's transfer or termination of employment was due any of the following:

- death or severe illness requiring hospitalization of the employee or the employee's parent, spouse, sibling, or child;
- employee was unable to perform all of the position's essential duties because of a qualifying medical condition;
- the elimination of the employee's position; or

- a reduction in force.

ii. Payment. The following govern the payment of Sign-On and Retention Bonuses:

- A Sign-On Bonus may not exceed the lesser of \$25,000 or 20 percent of the annualized base salary of the new position.
- A Retention Bonus may not exceed the lesser of \$25,000 or 20 percent of the employee's current base salary.
- A Sign-On or Retention Bonus may be paid in one lump sum or paid out in installments over the 12 months following the hire date or following the date of retention.
- Sign-on and Retention Bonuses are not subject to retirement contributions to either the Teachers' and State Employee's Retirement System or the UNC Optional Retirement Program.

b. Performance-Based Bonus

The following govern the payment of a Performance-Based Bonus:

- i. An eligible employee may receive only one Performance-Based Bonus per year. The bonus should be made as close to the prior year's performance appraisal cycle as reasonably possible.
- ii. A Performance-Based Bonus awarded in a single fiscal year that exceeds 20 percent of an individual employee's current base salary and \$50,000 must receive approval from the UNC System President and the Committee on University Personnel of the UNC Board of Governors
- iii. At the University's discretion, a Performance-Based Bonus may be paid in one lump sum or paid out in installments over the course of the fiscal year in which it was awarded.
- iv. Performance-Based Bonuses are subject to retirement contributions to either the Teachers' and State Employee's Retirement System or the UNC Optional Retirement Program.
- v. If the employee leaves the position in which the Performance-Based Bonus was earned prior to the full bonus being disbursed, then the employee shall receive the remainder of the Performance-Based Bonus at the time of separation from the position.

B. Other Types of Non-Salary Compensation

Other types of Non-Salary Compensation that the University will provide include the following:

1. Moving Expenses

Positions categorized as SAAO may be reimbursed for moving expenses up to \$2,000. Such reimbursements are fully taxable and will only be allowed in accordance with the University's policy on Reimbursement of Moving Expenses.

2. Incentive Payments

Incentive payments may be provided to employees for participating in an approved research study or other approved program conducted by the University. Payments of cash or equivalent (such as gift certificates or cards with a specific face value) must be included as compensation and are taxable.

3. University Athletic and Cultural Events

Positions categorized as SAAO may be provided with complimentary admission to University-related athletic or cultural events for job-related purposes, including admission for an accompanying guest, if the guest is expected to assist in University-related hosting activities

Complimentary athletic or cultural event tickets or related amenities provided to any EHRA employee for discretionary (non-business-related) use must be authorized in advance on a case-by-case basis and may require reporting for tax purposes as taxable income.

Upon receipt of a written statement of justification provided by a division head to the Chancellor for other types of Non-Salary Compensation within the scope of this Policy, the Chancellor shall consider the request for an eligible EHRA employee and determine whether to approve such request. Under no circumstance shall the employee receive the requested Non-Salary Compensation prior to final approval by the Chancellor.

The funding source for other types of Non-Salary Compensation shall not be state funds, and other types of Non-Salary Compensation may be provided directly by an associated entity if permitted by the associated entity's policies/bylaws. An exception permitting non-salary compensation to be funded from state funds may be approved by the Board of Trustees only when permitted by the Office of State Budget and Management (OSBM).

III. DEFERRED COMPENSATION (SAAOs ONLY)

SAAOs (other than the Chancellor) are eligible for Deferred Compensation in the form of annual contributions to a qualified executive retirement plan administered by the UNC System Office, on recommendation of the Chancellor with the approval of the Board of Trustees. Approval to participate in the qualified executive retirement plan does not automatically constitute approval to receive contributions to the plan. To receive contributions to the plan, the Chancellor must annually recommend any such contribution for approval by the Board of Trustees.

A. Notification

For each SAAO employee approved by the Board of Trustees to participate in the retirement plan, the University will provide written notification to the UNC President that includes the following:

1. The source(s) of funds from which the contributions will be made and the amount of the proposed contribution(s) as a percentage of the eligible employee's base salary;
2. Whether the contribution(s) will be ongoing until the appointment ends or will expire in a specified period; and
3. The vesting period that will apply to all contributions made to the eligible employee's qualified executive retirement plan account. b.

B. Permissible Contribution Amount

Contributions to any individual employee participating in the qualified executive retirement plan must occur once annually and may not exceed ten percent (10%) of the employee's current base salary in effect at the time the contribution is made by the UNC System Office.

C. Entitlement to Contributions

No employee, position, or group of positions is entitled to contributions to the qualified executive retirement plan. All such contributions are voluntary on the part of the University and may be suspended or discontinued at any time and for any reason by the UNC Board of Governors, the Board of Trustees, or the UNC System President. Further, contributions are subject to availability of University funds, and no contribution will be made if an employee has received notice of an end of appointment and/or is no longer currently actively employed by the University regardless of prior approvals or written commitments of same.

D. Source of Funds

Contributions may be made with any source of funds, including state or non-state appropriations if the funding source permits an expenditure for this purpose.

E. Vesting Period

The University must identify and communicate to the employee at the time of the initial contribution a specified vesting period, which may be immediate but may not exceed five (5) years.

F. Administrative Procedures

Contributions under this Policy may only be made to the applicable qualified executive retirement plan administered by the UNC System Office using forms and procedures established by the Plan Administrator, who will provide these forms and procedures to the University's Associate Vice Chancellor for Human Resources upon request.

IV. REPORTING

As dictated by the UNC System President, the University shall provide periodic reporting on non-base salary compensation to the UNC System Office.

Agenda Item A-4

Executive Summary

MEETING DATE: October 8, 2025

SUBJECT Faculty Workload Annual Report

BACKGROUND: The Board of Governors approved a faculty workload policy on July 19, 2023 (400.3.4), with the UNC President adopting accompanying regulations on February 20, 2024 (400.3.4[R]).

The regulation requires each institution to submit an annual report in the format prescribed by the President to its Board of Trustees to be approved following the academic year. After being accepted by its Board of Trustees, each institution shall submit its annual report to the UNC System Office President.

MOTION: The Board approves the faculty workload annual report, as presented.

Supporting Document: FSU Faculty Workload Annual Report

Reviewed by: Dr. Sonja M. Brown
Associate Vice Chancellor for Academic and Faculty Affairs

Date: 10/6/2025

Prepared by: Amy Coleman
Chief Operating Officer – Academic Affairs

Date: 10/6/2025



Faculty Workload Annual Report

Institution: Fayetteville State University

Academic Year: 2024-2025

Submitted by: Sonja Brown, AVC for

Academic & Faculty Affairs

Submission Date:

BOT Authorization date:

1. Institutional Overview: Provide a brief overview of the institution, including mission alignment, key academic units, and notable distinctions that shape faculty workload and academic contributions. Include a brief statement about the process for evaluation of the institution's faculty workload policy, and when that policy will next be reviewed.

Referring to UNC Policy 400.3.4. III.A., include a descriptive statement of the process or calculation used by the institution's academic units to determine research and service percentages across faculty workload plans, using a teaching load of 24 SCH and "routinely expected faculty duties" to constitute a full workload and a 1.0 FTE appointment. Please note how or if your institution included Summer Session as part of faculty workload plans.

Include a descriptive statement of the calculation used by the institution's academic units to determine ACTUAL research and service percentages for the time period Summer 1 and 2, 2024 through the academic year 2024-25, and ending with the last day of the spring semester 2025 across academic departments, and across academic colleges and schools, using teaching as the standard.

Fayetteville State University (FSU) is a public, comprehensive, historically Black university that offers robust and innovative bachelor's and master's degree programs rooted in the liberal arts tradition as well as a Doctor of Education. FSU strives to meet the educational, career, and personal aspirations of its traditional and adult learners from rural, military affiliated and other diverse backgrounds to that they will be prepared for local, state, national and global service. The University is committed to excellence in teaching, research, scholarship, and service to the surrounding Sandhills community. The primary aim of faculty work is effective teaching and student success. Faculty workloads prioritize teaching as the

core responsibility of faculty effort.

Pursuant to section III.A of the UNC Faculty Workload Policy, the standard workload for full time faculty at FSU is 24 credit or contact hours per academic year. The typical annual faculty teaching load is 18 credit or contact hours, which constitutes 80% of their total workload. Full time faculty are also expected to engage in scholarship/creative activity and provide institutional service, which constitutes 20% of their total workload combined. The expected distribution of non-teaching efforts varies by rank and tenure status such that fixed term faculty are expected to complete 20% service activity, tenured faculty are expected to complete 10% research/creative activity and 10% service activity, and tenure-track faculty are expected to complete 15% research/creative activity and 5% service activity. Summer 1 & 2 terms were not included in workload calculations for the 2024-2025 academic year.

Actual percentages of research and service effort presented in this report are based on original faculty workplan submissions, and changes to workplan submissions were permitted based on unforeseen circumstances or changing needs of the academic unit. Faculty with qualifying circumstances were required to submit amended workplans for approval.

Table 1. *Institutional* high-level metrics for faculty workload percentages AY2024-25

| ACTUAL % TEACHING– Faculty workload plan totals only | ACTUAL % RESEARCH/CREATIVE ACTIVITY– Faculty workload plan totals only | ACTUAL % SERVICE– Faculty workload plan totals only |
|---|---|---|
| 70% | 12% | 18% |

Table 2. *Institutional* high-level metrics for organized course sections, students credit hours, and faculty contact hours, Summer 2024, Fall 2024, and Spring 2025.

| <i>ALL</i> Organized Course Sections ACTUAL # | <i>ALL</i> Student Credit Hours produced ACTUAL # | ACTUAL # <i>ALL</i> Faculty Contact Hours |
|---|--|--|
| 2,191 | 145,514 | 84,262 |

2. Percentage of faculty workload plans in place

- Total number of faculty required to complete a faculty workload plan for the academic year: **249**
- Percentage of faculty workload plans in place by institution's due date: **100% by 12/31/2024**
- Institutional due date for faculty workload plans for the next academic year: **5/15/2025**

3. Actual Percentages for Academic Colleges/Schools.

Table 3. College/School metrics for faculty workplans.

| Name of School/College | # Faculty workload plans per School/College | ACTUAL % TEACHING– Faculty workload plan totals only | ACTUAL % RESEARCH/C R EATIVE ACTIVITY– Faculty workload plan totals only | ACTUAL % SERVICE– Faculty workload plan totals only |
|-------------------------------|--|---|---|--|
| Business | 38 | 66% | 18% | 16% |
| Education | 32 | 70% | 12% | 18% |
| Health Science | 81 | 71% | 11% | 18% |
| Humanities | 98 | 68% | 11% | 21% |

4. Academic Unit Level Summaries: Organized Course Sections, Student Credit Hours and Faculty Contact Hours

- Total ALL Organized Course Sections for Summer 24, Fall 24, Spring 25: **2191**
- Total ALL Student Credit Hours for Summer 24, Fall 24, Spring 25: **145,514**
- Total ALL Faculty Contact Hours (FCH)for Summer 24, Fall 24, Spring 25: **84,262**

Table 4. Metrics at the academic unit level metrics:

| Academic Units | Organized Course Sections by College and Dept | All Student Credit Hours by College and Dept | Faculty Contact Hours by College and Dept | Faculty Contact Hours per FTE by College and Dept |
|--|--|---|--|--|
| Broadwell College of Business & Economics | | | | |
| Accounting, Finance, Healthcare Admin, & Information Systems | 126 | 11,249 | 5,123 | 269.63 |
| Graduate & Professional Studies in Business | 100 | 7,080 | 4,164 | 181.04 |
| Management, Marketing, Entrepreneurship, & Fire & Emergency Services Administration | 145 | 12,324 | 5,918 | 257.3 |
| Broadwell College of Business & Economics Total | 371 | 30,653 | 15,205 | 233.92 |
| College of Humanities & Social Sciences | | | | |
| Communication, Languages, & Cultures | 90 | 5,082 | 3,414 | 341.4 |
| Criminal Justice | 53 | 4,845 | 2,259 | 225.9 |
| English: Literature, Teaching, Pre-Law, & Creative & Professional Writing | 97 | 6,645 | 4,098 | 292.71 |
| Intelligence Studies, Geospatial Science, Political Science, & History | 169 | 10,846 | 6,965 | 331.67 |
| Performing & Fine Arts | 161 | 5,117 | 5,172 | 272.21 |
| Psychology | 133 | 12,227 | 5,478 | 421.38 |
| Sociology & Interdisciplinary Studies | 70 | 5,766 | 2,799 | 279.75 |
| Social Work | 79 | 3,415 | 3,141 | 261.75 |

| | | | | |
|--|------------|---------------|---------------|---------------|
| College of Humanities & Social Sciences Total | 852 | 53,943 | 33,326 | 305.74 |
| College of Health, Science, & Technology | | | | |
| Biological & Forensic Sciences | 197 | 9,662 | 5,641 | 268.62 |
| Chemistry, Physics, & Materials Science | 156 | 5,163 | 4,275 | 285 |
| Mathematics & Computer Science | 206 | 20,943 | 9,433 | 336.89 |
| School of Nursing | 151 | 11,529 | 5,672 | 236.33 |
| College of Health, Science, & Technology Total | 710 | 47,297 | 25,021 | 284.33 |
| College of Education | | | | |
| Early Childhood, Elementary, Middle Grades, Reading, & Special Education | 105 | 4,927 | 5,298 | 311.65 |
| Educational Leadership & School Administration | 46 | 712 | 1,437 | 287.4 |
| Health, Physical, & Secondary Education | 90 | 7,496 | 3,632 | 279.38 |
| College of Education Total | 241 | 13,135 | 10,367 | 296.2 |
| COOPERATIVE EDUCATION | | | | |
| COOPERATIVE EDUCATION | 3 | 15 | 93 | 46.5 |
| COOPERATIVE EDUCATION Total | 3 | 15 | 93 | 46.5 |
| UNIVERSITY COLLEGE | | | | |
| UNIVERSITY COLLEGE | 14 | 471 | 250 | 41.67 |
| UNIVERSITY COLLEGE Total | 14 | 471 | 250 | 41.67 |
| FAYETTEVILLE STATE UNIVERSITY | 305 | 305 | 84,262 | 276.27 |

5. Academic unit level Summaries: Teaching, Research and Service

Table 5. Department metrics for annual workload percentages AY2024-25.

| Name of School/College [HERE] with departments listed below | # Faculty workload plans per department | ACTUAL % TEACHING– Faculty workload plan totals only | ACTUAL % RESEARCH/CREATIVE ACTIVITY– Faculty | ACTUAL % SERVICE– Faculty workload plan totals only |
|--|--|---|---|--|
|--|--|---|---|--|

| | | | | |
|--|----|-----|-----|-----|
| Business | | | | |
| <i>Accounting</i> | 13 | 70% | 4% | 26% |
| <i>Graduate & Professional Studies</i> | 10 | 67% | 5% | 28% |
| <i>Management, Marketing</i> | 18 | 68% | 9% | 23% |
| Education | | | | |
| <i>Early Childhood</i> | 13 | 65% | 8% | 27% |
| <i>Educational Leadership</i> | 5 | 80% | 1% | 19% |
| <i>Health & Physical Education</i> | 13 | 69% | 2% | 29% |
| Health Science | | | | |
| <i>Biology</i> | 17 | 75% | 10% | 15% |
| <i>Chemistry</i> | 15 | 57% | 7% | 36% |
| <i>Math</i> | 25 | 71% | 8% | 21% |
| <i>Nursing</i> | 21 | 75% | 3% | 22% |
| Humanities | | | | |
| <i>Communication</i> | 12 | 62% | 1% | 37% |
| <i>Criminal Justice</i> | 8 | 61% | 1% | 38% |
| <i>English</i> | 14 | 64% | 16% | 20% |
| <i>Intelligence Studies</i> | 19 | 73% | 10% | 17% |
| <i>Performing Arts</i> | 1 | 71% | 7% | 22% |
| <i>Psychology</i> | 12 | 76% | 2% | 22% |
| <i>Social Work</i> | 11 | 74% | 6% | 20% |
| <i>Sociology</i> | 8 | 65% | 1% | 34% |

6. Teaching:

Include statement and quantitative data of what the academic unit includes as “routinely expected duties” for the teaching category.

Routinely expected duties for full-time faculty teaching include direct instruction, course enhancements & preparation, assessment of student work, and responding to student communications in addition to reserving weekly office hours. Time spent engaging in these activities varies by course type/level, student needs and whether the course is a first time offering for the faculty member or not. Department chairs take these variables under consideration when assigning annual teaching loads with the goal of assigning course loads fairly and equitably, while also ensuring that course offerings meet the needs of students along their degree completion pathways.

Quantitative data on courseload, credit hour production and faculty contact hours by faculty members is reviewed by Department Chairs and Deans as part of FSU’s end of year assessment process (OPAR).

7. Measures of Research/Creative Activity:

Include a statement and (quantitative and qualitative data) of selected “measures of research and creative activity” for each academic unit.

Academic units develop, revise and maintain guidelines for the assessment of research/creative activity. These are informed by both university guidelines and guidelines mandated by programmatic accreditors; thus, they can differ widely from unit-to-unit. FSU requires that these documents provide explicit descriptions and quantitative scores for the various kinds of research/creative work that faculty accomplish to meet expectations for reappointment, promotion, and tenure.

Quantitative data for faculty research/creative achievement is collected and reviewed annually as part of the faculty annual comprehensive review process. Examples of faculty scholarly achievements are provided to the Board of Trustees in annual reports.

8. Service Contributions:

Include a statement and (quantitative and qualitative data) on selected measures of service contributions for each academic unit.

All faculty are required to contribute service. This activity can be of service to the department, college, university, public and/or academic discipline. Most faculty at FSU participate in a variety of service activities during any given academic year. Examples include serving on departmental/college/university committees, event planning groups, policy development groups, outreach programs, shared governance process, etc. Additionally, FSU faculty serve their disciplinary fields of expertise by reviewing journal submissions, grant proposals and leading academic organizations.

Quantitative data for faculty service activity is collected and reviewed annually as part of the faculty annual comprehensive review process. Examples of faculty service are provided to the Board of Trustees in annual reports.

9. Process Evaluation and Compliance:

Describe the process by which faculty workload plans are created, reviewed, and approved.

Faculty submit proposed workplans for the upcoming academic cycle by January 15 of each year. Proposed workplans are uploaded to a template created in Watermark Faculty Success and submitted to department chairs for review in the system. If a department chair assesses that the proposed plan needs revision, they will send it back with specific revision instructions. Once the department chair approves the teaching, research and service plans of a faculty member, he/she forwards the plan to the college dean for review and approval. The dean is the final approver of faculty workplans. Faculty may meet with deans and department chairs at any time to discuss proposed workplans, and faculty may appeal the decisions of chairs and/or deans to the office of the Provost.

10. Additional Context and Highlights:

Provide any additional quantitative or qualitative highlights that reflect the institution's commitment to teaching, research, and service excellence.

At Fayetteville State University (FSU), we affirm our unwavering commitment to the transformative power of higher education through excellence in teaching, research, and service. As a proud constituent institution of the University of North Carolina System and a Historically Black College and University (HBCU), we embrace our mission to provide access to a high-quality education that prepares students for leadership, innovation, and meaningful contributions to society.

Excellence in Teaching

FSU is dedicated to fostering a student-centered learning environment that is rigorous, inclusive, and engaging. Our faculty integrate innovative pedagogies, technology, and real-world experiences to equip students with critical thinking, communication, and problem-solving skills. We honor the diversity of our student body and remain committed to personalized mentorship, academic support, and a culture of lifelong learning.

Excellence in Research

We believe research is central to academic discovery and societal progress. FSU faculty and students engage in groundbreaking research across disciplines, with a particular focus on addressing challenges facing our region, nation, and global community. Through interdisciplinary collaboration, competitive grants, and undergraduate research opportunities, we promote inquiry, innovation, and the advancement of knowledge that strengthens both the academy and the public good.

Excellence in Service

FSU embraces its responsibility to serve as a vital partner to the community, the state of North Carolina, and beyond. Through public service initiatives, community engagement, and workforce development programs, we extend the reach of our expertise to uplift individuals and communities. Service is integral to our identity, reflecting our commitment to social responsibility, equity, and leadership rooted in compassion.

Together, our commitment to excellence in teaching, research, and service reflects the spirit of Bronco Pride—empowering our students, advancing scholarship, and enriching the communities we serve.

11. Concluding Remarks:

Summarize key takeaways, notable achievements, and suggestions for future annual reports.

FSU aspires to provide opportunities for faculty to teach, learn & serve, and this report evidences the percentage of effort academic units are achieving that goal. As documented, assigned teaching is conducted fairly, equitably and in consideration of faculty member passions.

Certification:

This report was prepared by Dr. Sonja M. Brown, Associate Vice Chancellor for Academic & Faculty Affairs and reviewed by the chief academic officer, Dr. Monica T. Leach, Provost & Senior Vice Chancellor prior to submission.