1. Membership (include ex-officio members).
   a. Regular Members: Terry Atkinson, Guglielmo Fucci, Jeff Popke (Vice Chair), Mark Sanders (Secretary), Nelson Cooper, Shanan Gibson (Chair), Bonnie Mani
   b. Ex-officio Members: Stephanie Coleman, Joe Gaddis, Gary Vanderpool, Wanda Wynne, Rick Niswander, Kerry Sewell, Kylie Dotson Blake, Carson Pierce

2. Meeting Dates
   (include members present and those who contributed to committee action, but were not at the meeting)
   a. Sept 17, 2015
      i. Attending: Regular Members Terry Atkinson, Nelson Cooper, Guglielmo Fucci, Shanan Gibson, Bonnie Mani, Jeff Popke, Mark Sanders. Ex-officio Members: Susan Chapman, Stephanie Colman, Joe Gaddis, Carson Pierce, Kerry Sewell, Gary Vanderpool, Wanda Wynne
      ii. Not Present: Kylie Dotson Blake, Rick Niswander
      iii. Guests: Lori Lee, John Stillier, Chair of the Faculty
   b. October 15, 2015
      i. Attending: Regular Members Terry Atkinson, Nelson Cooper, Guglielmo Fucci, Shanan Gibson, Jeff Popke, Mark Sanders. Ex-officio Members: Kylie Dotson Blake, Joe Gaddis, Rick Niswander, Carson Pierce, Kerry Sewell, Gary Vanderpool
      ii. Not Present: Susan Chapman, Stephanie Colman, Bonnie Mani, Gary Vanderpool
   c. November 19, 2015
      i. Attending: Terry Atkinson, Stephanie Colman, Guglielmo Fucci, Joe Gaddis, Shanan Gibson, Bonnie Mani, Carson Pierce, Jeff Popke, Mark Sanders, Kerry Sewell, Wanda Wynne
      ii. Not Present: Kylie Dotson Blake, Susan Chapman, Nelson Cooper, Rick Niswander, Gary Vanderpool
      iii. Guest: John Stillier (Chair of the Faculty)
   d. January 21, 2016
      i. Attending: Terry Atkinson, Stephanie Colman, Joe Gaddis, Shanan Gibson, Nelson Cooper, Guglielmo Fucci, Bonnie Mani, Jeff Popke, Mark Sanders, Wanda Wynne
      ii. Not Present: Kylie Dotson Blake, Susan Chapman, Rick Niswander, Gary Vanderpool, Carson Pierce, Kerry Sewell,
      iii. Guest: Lisa Ormond (Staff Senate)
   e. February 18, 2016
      i. Attending: Terry Atkinson, Kylie Dotson Blake, Stephanie Colman, Guglielmo Fucci, Joe Gaddis, Nelson Cooper, Jeff Popke, Mark Sanders, Kerry Sewell, Wanda Wynne
      ii. Not Present: Susan Chapman, Shanan Gibson, Bonnie Mani, Rick Niswander, Gary Vanderpool, SGA treasurer-elect
      iii. Guest: Chris Dyba, Vice Chancellor for University Advancement
   f. March 17, 2016
      i. Attending: Kylie Dotson Blake, Stephanie Colman, Joe Gaddis, Shanan Gibson, Nelson Cooper, Jeff Popke, Mark Sanders, Kerry Sewell, Wanda Wynne
      ii. Not Present: Terry Atkinson, Susan Chapman, Guglielmo Fucci, Bonnie Mani, Rick Niswander, Gary Vanderpool, SGA treasurer
      iii. Guest: Mike VanScott, Interim Vice Chancellor, Division of Research, Economic Development and Engagement
   g. April 21, 2016
i. Attending: Terry Atkinson, Ryan Beeson, Stephanie Coleman, Nelson Cooper, Guglielmo Fucci, Joe Gaddis, Shanan Gibson, Bonnie Mani, Jeff Popke, Mark Sanders, Kerry Sewell, Rick Niswander (via phone)

ii. Not Present: Susan Chapman, Kylie Dotson Blake, Gary Vanderpool, Wanda Wynne

3. Subcommittees established during the year (include progress and/or completion of work).
   a. A Faculty Workload Subcommittee was formed to “Investigate best-practices in measuring faculty productivity to determine whether ECU’s use of the UNC Enrollment Change Funding Formula is the most appropriate means of determining workload policy.”

4. Accomplishments during the year, especially as addressed through committee goals. Please include recommendations made to any University agency other than the Faculty Senate that will be noted under #5.
   a. The FWS carried out two tasks to gather information in support of an assessment of ECU’s Faculty Workload Policy: 1) A review of existing workload policies across the UNC System found that only 2 other schools include instructional productivity in their workload policy, and only one other campus makes specific reference to the UNC Enrollment Growth Funding Formula. The UNC System reporting workload policy concerns only organized course sections, and does not make reference to student credit hour generation. 2) The FWS met with IPAR to review the data that are available within the Delaware Study. National data are available by CIP code for instruction productivity metrics (including student credit hour generation) and could potentially be used in ECU’s assessment of instructional productivity. However, the number of peer institutions reporting data to Delaware is relatively small, and thus may not always be appropriate for such an assessment.
   b. The Committee received information from a number of campus constituencies in support of its advisory role on budget matters. This included: VC Niswander (on general budget context); VC for Research, Economic Development and Engagement Mike Van Scott (on grant awards and F&A recovery); Staff Senate Chair Lisa Ormond (on staff salary issues), and VC for Advancement Chris Dyba (on fundraising activities and budget challenges). UBC also provided advice to the Chair of the Faculty regarding ECU’s Salary Equity Study.

5. Reports to the Faculty Senate (include dates and resolution numbers). None.

6. Business carried over to next year (list in priority order).
   a. Confirmation of terms related to raises for the 15-16 academic year
   b. Requests for briefings from: Ron Mitchelson, Virginia Hardy & Michelle Brooks
   c. Continued follow-up on outcomes of ECU’s recent equity study
   d. Examination of how ECU uses faculty salary benchmark data that is collected annually
   e. Continued exploration of faculty workload policy and its including of growth funding standards

7. Evaluation of the committee (include anything that hindered or assisted the committee’s work during the year).
   a. Charge: Appropriate and important in rapidly changing budget and administrative leadership environment
   b. Personnel: Appropriate and valuable. The Committee continues to experience very productive and collegial dialogue and interaction
   c. Attendance: Healthy; however, committee meetings should be scheduled so as not to conflict with known Board of Governor’s meetings
   d. Responsibilities: The committee’s responsibilities will continue to be valuable as many faculty appreciate the work and insights provided by the committee
   e. Activities: We believe that the Committee’s activities have been beneficial to the Faculty Senate and the university community

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.
Please schedule meetings so they do not conflict with known BOG meetings; these meetings are always on a Thursday so perhaps Tuesdays would be more apropos.

9. Does the Committee’s organizational meeting next year need to be earlier than the date set this year? If yes, when do you prefer: No.

Signed: Chairperson ________________________________

Vice Chair ________________________________

Secretary ______________ ______________________

Please forward the completed annual report to the Faculty Senate office via email (facultysenate@ecu.edu) no later than May 1, 2016.