

**Washburn University  
Faculty Affairs Committee**

Minutes of April 16, 2007 Meeting  
3:30pm Rice Room, Memorial Union

Present: Brenda Patzel (Chair), Brad Borden, Lee Boyd, Park Lockwood, Sharon Sullivan.

- I. The meeting was called to order.
- II. Sabbatical application procedures and guidelines were discussed. Academic and Sweet Sabbatical application forms were reviewed in detail. It was determined that the information presented in certain sections of these documents were irrelevant or unclear. The FAC began to revise these documents and will continue revisions during the next FAC meeting. It is the goal of the FAC to complete revisions of the Sabbatical forms and guidelines by the Faculty Senate meeting in May.
- III. Meeting was adjourned at 4:30pm.
- V. Next meeting TBA.

Submitted by Park Lockwood, Secretary of the Faculty Affairs Committee

