

**Washburn University
Faculty Affairs Committee**

Minutes of May 8, 2007 Meeting
10:30am Mosiman Room, Memorial Union

Present: Brenda Patzel (Chair), Brad Borden, Lee Boyd, Andrew Evans, Mo Godman, Park Lockwood, Kandy Ockree, Mike Russell.

- I. The meeting was called to order.
- II. Sabbatical application procedures and guidelines were discussed. Academic and Sweet Sabbatical application forms and documents were reviewed in detail. It was determined that the information presented in certain sections of these documents was either irrelevant or unclear, therefore, revision was necessary. The FAC completed their discussion of the necessary revisions, which will be incorporated into the document and distributed to all FAC members prior to the first FAC meeting of the fall semester. Upon one final review, these guidelines will be presented to the Faculty Senate.
- III. Conflict of Interest Policy and Promotion and Tenure were briefly discussed. Discussion regarding these topics was tabled until the first meeting of the fall semester.
- IV. Meeting was adjourned at 12:00pm.
- V. Next meeting TBA.

Submitted by Park Lockwood, Secretary of the Faculty Affairs Committee