

**Washburn University  
Faculty Affairs Committee**

Minutes of September 20, 2007 Meeting  
3:00pm Mosiman Room, Memorial Union

Present: Brenda Patzel (Chair), Lee Boyd, Linda Croucher, Barbara Ginzburg, Park Lockwood, Kandy Ockree, Mary Ramirez, Karen Ray, Mike Russell

- I. The meeting was called to order.
- II. Officers were elected, Brenda Patzel (Chair) and Park Lockwood (Secretary)
- III. Sabbatical application procedures and guidelines were discussed. Academic and Sweet Sabbatical application forms will be reviewed and discussed at the next FAC meeting. The FAC will attempt to complete the final revision of this document by the end of next month's meeting.
- IV. Nomination of the Sabbatical Committee. The FAC is in the process of contacting the appropriate Chairs and Deans by the next FAC meeting in order to begin the selection of the 07-08 Sabbatical Committee. The FAC will also contact the Law school to determine if representation from this school is required for this committee.
- V. Conflict of Interest and Grievance policies.
  - a. The inclusion of promotion and tenure within the Grievance policy was discussed. The FAC will look at grievance policies from other universities and wait for input from Washburn's FS members regarding suggested changes to this document prior to making any revisions.
  - b. FAC discussed and was in favor of placing the COI procedures within the Grievance policy; however a final decision regarding this issue will be made upon hearing FS suggestions. It was concluded that the Grievance policy should be revised due to the mention of committees within this policy that are not present anymore since the initiation of the Faculty Senate.
- VI. Cost reduction for adjunct instructors at Washburn University. The FAC was in favor of a cost reduction and is currently looking into the financial implications associated with this change. Further discussion of this issue will occur during next month's meeting.

- VII. FAC goals were discussed. The following are FAC goals for the fall semester:
  - a. Complete Sabbatical policy revisions
  - b. Complete the revision of the Grievance / COI Policy
  - c. Address the cost reduction for adjunct instructors taking classes at Washburn University
  - d. Begin discussions on an Intellectual Property policy for Washburn University
  
- VIII. The following will be FAC discussion items during the 07 – 08 year
  - a. The role of librarians at Washburn University
    - i. The FAC will begin a process of surveying librarians regarding their interest in being tenured or non-tenured.
  - b. Insurance benefits for partners
  
- IX. Meeting was adjourned at 4:20pm.
  
- V. Next meeting will be at 3:30pm, Thursday October 25<sup>th</sup> in the Mosiman room.

Submitted by Park Lockwood, Secretary of the Faculty Affairs Committee

