

**Washburn University  
Faculty Affairs Committee**

Minutes of October 11, 2006 Meeting  
3:00pm Lincoln Room, Memorial Union

Present: Brad Borden, Lee Boyd, Andrew Evans, Park Lockwood, Kandy Ockree, Brenda Patzel, Mike Russell, Sharon Sullivan.

- I. The meeting was called to order.
- II. Based on this discussion and suggestions from members of the Faculty Senate, it was concluded that further revisions of Washburn's Conflict of Interest policy and procedures were needed. In order to address COI policy issues, a subcommittee (of FAC members) was selected to revise this document. Recommended changes will be presented to the FAC during its November 8<sup>th</sup> meeting, of which the sole purpose of this meeting will be to discuss the suggested revisions for this document. These changes will be presented to the Faculty Senate upon their completion with the FAC.

- III. Discussion regarding the formation of the Sabbatical Committee. As stated and passed by the Faculty Senate in the October, 2005:  
The FAC shall appoint members of the Academic Sabbatical Committee (ASC). The FAC shall request each School and Division of College to nominate a member of their School/Division faculty to be appointed to the ASC. The FAC shall consider all nominations and select an appropriate ASC committee. The FAC shall appoint the chair of the ASC from its own members.

Additionally, the ASC and the Sweet Sabbatical Committee will consist of the same members. These members will then serve staggered terms. Each member of the ASC / SSC will serve a term of two years, however, during the first year five randomly selected members of the committee will serve only a one-year term (as to initiate the staggered terms). This method of staggering will provide the ASC / SSC with both experience and fresh inputs.

- IV. Discussion of the evaluation of Sabbatical applications. The FAC is in the process of revising the criteria for approving sabbaticals. This criteria, upon revision, will be discussed with the VPAA office in order to develop a Sabbatical policy. This policy, once developed, will then return to the FAC for further discussion and presentation to the Faculty Senate.

- A. The FAC discussed the potential maximum number of sabbaticals to be granted. Based on that discussion, recommendations from the VPAA, and comparison of sabbaticals granted at other schools of Washburn's size it was suggested that all acceptable applications for Sabbaticals be granted up to a maximum of 4 percent of the total number of FTE's and Lecturers employed at Washburn University. The committee felt that not including Lecturers in the number served would undermine their value to the University. As there are currently 254 FTE's and Lecturers, the current maximum number of Sabbaticals that could be approved would be 10.
  
- V. Discussion of the Domestic Partnership policy. There is currently a Benefits Committee proposal on the table involving insurance benefits for partners. This policy continues to be under review by members of the FAC and will be presented to the Faculty Senate upon completion of this review, which is now targeted for early December.
  
- VI. The benefits of providing multi-year contracts and/or tenure-track positions for Librarians were discussed. More information on this topic will be presented in the December FAC meeting.
  
- VII. Meeting was adjourned at 4:45pm.
  
- VIII. Next meeting will be scheduled for Wednesday, November 8<sup>th</sup> in the Mosiman room of the Memorial Union at 3:00pm.

Submitted by Park Lockwood, Secretary of the Faculty Affairs Committee