

**Washburn University
Faculty Affairs Committee**

Minutes of November 19, 2007 Meeting
3:30pm Mosiman Room, Memorial Union

Present: Brenda Patzel (Chair), Lee Boyd, Barbara Ginzburg, Park Lockwood, Karen Ray, Mike Russell, Sharon Sullivan.

- I. The meeting was called to order.
- II. Sabbatical application procedures and guidelines were discussed. Academic and Sweet Sabbatical application forms were accepted as revised. The FAC has submitted these revisions to the Endowment Association for review and subsequent posting on the VPAA website.
- III. Nomination of the Sabbatical Committee. The following are the procedures for the formation of the Sabbatical Committee:
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.
In accordance with the above procedures, the FAC has considered all nominations for this committee. The members of the Sabbatical Committee are: Sharon Sullivan (Chair), Jim Concannon, Caren Dick, Robert Kerchner, Nan Palmer, Barry Crawford, Rachel Goossen, Andrew Herbig, Judy McConnell-Farmer, and Reinhild Janzen.
- IV. Conflict of Interest and Grievance policies. The FAC is currently looking at grievance policies from other universities and will continue the review and revision process of these policies at the next meeting.
- V. Cost reduction for adjunct instructors who take classes at Washburn University. The FAC is in favor of a cost reduction for adjunct instructors. An action item will be submitted to the Faculty Senate at the December 10th meeting requesting a cost reduction, including financial implications, for adjunct instructors taking courses at Washburn.
- VI. Meeting was adjourned at 4:25pm.
- V. Next meeting will be early in the spring semester. Date and time TBA.

Submitted by Park Lockwood, Secretary of the Faculty Affairs Committee

