

**Washburn University**  
**Faculty Affairs Committee**

Minutes of November 21, 2005 Meeting  
3:30pm Cottonwood Room, Memorial Union

Present: Lee Boyd, Frank Chorba, Andrew Evans, Mo Godman, Park Lockwood, Michael McGuire, Kandy Ockree, Nancie Palmer, Brenda Patzel, Mike Russell

- I. The meeting was called to order.
- II. An update and discussion regarding the formation and nominee criteria for the Academic and Sweet Sabbatical Committees occurred. It was questioned whether nominees on these committees should have tenure status. It was decided that the current nominees for the ASC / SSC would be acceptable due to the urgency involved in forming this committee in order to review sabbatical applications within the upcoming weeks. The FAC approved the nominees for the committee under the condition that these members will serve a one-year transitional term while the FAC revisits sabbatical guidelines and criteria for serving on these committees. Current nominees for the ASC / SSC committee include: Frank Chorba (Chair), James Concannon, Bob Kerchner, Jack Decker, Michael Rettig, Barry Crawford, Steve Cann, James Rivers, Kathy Brunin, and Phyllis Berry.
- III. Standards of Review for sabbaticals were discussed. It was suggested that those applying for a sabbatical should be informed of the evaluation criteria used to accept or reject sabbatical proposals. The ASC / SSC committees will review the criteria used to accept / reject sabbatical applications and potentially modify that criteria. It was also agreed that applicants who were not granted sabbaticals should receive feedback as to why their sabbatical request was not granted. The ASC / SSC committees will discuss the format for which feedback will be given.
- IV. A discussion occurred regarding the number of times the Small Research Grants Committee is scheduled to meet during a semester. The FAC recommends that this committee meet two times a semester with the second meeting occurring after the beginning of advanced registration each semester. This will be proposed at the next Faculty Senate meeting.
- V. A discussion occurred regarding the Conflict of Interest policy at Washburn. It will be proposed at the next Faculty Senate meeting that the FAC establish regulations and procedures for a Conflict of Interest policy.

- VI. TIAA-CREF taxation of pension distributions was briefly reviewed (see attachment).
- VII. FAC goals were tabled until the next meeting.
- VIII. Meeting was adjourned at 5:05pm.
- IX. The FAC will not meet again this semester. The first spring semester FAC meeting will be scheduled after the Faculty Senate meets for the first time next semester.

Submitted by Park Lockwood, Secretary of the Faculty Affairs Committee