

## XIII. HISTORY OF CHANGES TO SECTION 5

### 11 September 1997

Part V.C., "Statement on Use and Qualifications of Adjunct Faculty" was added. This statement was approved by the University Council on 2/13/97.

### 18 June 1999

Part XI, "Voluntary Phased Retirement" was added. This policy was adopted by the Board of Regents on 2/18/98.  
Part VI.C.H, "Tuition Waiver for Children of Faculty and Staff" was added. This policy was adopted by the Board of Regents on 6/9/99.

### 27 October 2006

Part X.C.1.c, X.C.4, X.C.5 - References to "Personnel Committee" were changed to "Sabbatical Committee" to accurately reflect the reorganization of the committee structure which was changed when the Board of Regents approved the governance structure change from University Council to Faculty Senate on 11 March 2005.  
Part X.C.5 - The Sabbatical Grant Approval process was updated to more accurately reflect the process which is followed with the governance structure change approved by the Board of Regents on 11 March 2005.  
Part X. D. - The Academic Sweet Sabbatical guidelines were modified to reflect the updated criteria approved by WEA effective 2005.

### 23 August 2007

Part X.C. - The policy for the number of Academic Sabbaticals awarded was modified from no fewer than six to an equated number which is equal to 4% of the full-time faculty in a given year. In addition, unsuccessful applicants will receive a brief narrative outlining the strengths and weaknesses of their sabbatical proposals. Approved by the Board of Regents July, 2007.

### 21 May 2008

Part VI "Benefits" modified so that the short list of benefits was replaced by a link to the Human Resource comprehensive list of all faculty benefits. Faculty Tuition and Fee Waivers became a separate part (Part VII) and the remaining Parts were renumbered from VII through XI to VIII through XII.  
Part VIII "Faculty Travel" (Previously part VII) modified to link to the WUPRPM travel procedures approved by the Board of Regents 5/16/08.

### 16 July 2013

VII.B. Elimination of ROTC faculty/staff for authorization of waiver of residence requirement since Washburn University hosts ROTC faculty on campus from other state institutions.  
VII.D. Change all references to Washburn Endowment Association to Washburn University Foundation.

### 26 June 2015

Part I.A. Update regarding how and when typical faculty load is adjusted. Approved by General Faculty 30 April 2015. Approved by Washburn Board of Regents 11 June 2015.  
Part I.B. Eliminates duplicative wording regarding providing appropriate consideration for faculty teaching both day and evening courses. Approved by General Faculty 30 April 2015. Approved by Washburn Board of Regents

### 11 June 2015

Part XI.A. and B. Maintains maximum of one year of leave without pay with the right to request additional leave. Approval process will now also

involve the Vice President for Academic Affairs. No maximum number of years of leave is set but annual requests are required for continued leave. In addition, sets standards to be used to approve application for leave and continuation of leave. Requires requests for continuation to occur early enough for academic units to have sufficient time to cover continued absence. Ensures intergovernmental exchange leave policy is consistent with traditional leave without pay. Approved by General Faculty 30 April 2015. Approved by Washburn Board of Regents 11 June 2015.

Part XI.D.1. and 4. Clarifies that the three-year minimum full-time service applies to all eligible participants in the Sweet Sabbatical and adds flexibility to the application and final report submission deadlines. Approved by General Faculty 30 April 2015. Approved by Washburn Board of Regents 11 June 2015.

### 28 January 2018

Part II. Update Employment Outside the University – expanded beyond consulting to compensated work. Approved by General Faculty 28 January 2018.  
Part V.C. Update policy regarding minimum qualifications for adjunct faculty. Approved by General Faculty 28 January 2018.

### 7 May 2018

Part VII.C. – Educational Assistance Program – Replace the wording of the existing policy with a link to the most current policy in the Washburn Policies, Regulation, Procedures Manual (WUPRPM) to ensure accuracy of information should the policy be modified. Approved by General Faculty 3 May 2018.  
Part XI.C. – Academic Sabbatical Leave – Clarify that faculty on academic sabbatical leave are not required to engage in university obligations while on leave, to clarify the eligibility and frequency and procedures for sabbaticals, and to clarify the guidelines to be used in the determination of the awarding of academic sabbaticals. Approved by General Faculty 3 May 2018.  
Part XI.D. – Sweet Summer Sabbatical – Add flexibility to the application and submission deadline. Approved by General Faculty 3 May 2018.

### 3 May 2023

Edits to reflect title and unit name changes.

### 26 February 2025

Part VII.D. Faculty and Tuition Fee Waivers language deleted and replaced with an embedded link to the applicable section in the WUPRPM.