

MEMORANDUM

TO The Fort Wayne Senate

FROM: J. Nowak, Chair of the Senate Executive Committee

DATE: October 3, 2025

SUBJ: Re: Explanation of AY 2025-26 Sabbatical Application Process

In the interests of full transparency and openness, the Senate Executive Committee wishes to inform the members of the Faculty about some changes to the sabbatical application process for this year.

As many of you are aware, the Professional Development Subcommittee (PDS) was tasked for many years with the job of reviewing sabbatical applications before they were processed by the Office of Academic Affairs for a final decision. However, in the interests of better matching the number of committee positions more closely with the number of available Faculty members, the duties of the PDS were transferred to its parent committee (the Faculty Affairs Committee) and the PDS dissolved by the passage of SD 23-30 in April 2024. Unfortunately, it came to the Executive Committee's attention that certain aspects of the sabbatical application process in AY 2024-25 were perceived by some individuals as unsatisfactory. An attempt to address these issues was made in the Bylaws revision resolution (SD 24-20) that the Executive Committee placed before the Senate last academic year, but this resolution was returned to the Executive Committee for reconsideration.

In any event, earlier this academic year, this dissatisfaction led the Provost to direct Connie Kracher, the Associate Vice Chancellor for Research, to put together a committee of experienced sabbatical application reviewers to assist the current members of the Faculty Affairs Committee in examining this year's applications. The five individuals who have been appointed for this purpose (Troy Bassett, Hui Hanke, Shannon Johnson, Mark Jordan, and Amal Khalifa) will share the burden of carefully perusing these applications for the purpose of making sabbatical recommendations to the Office of Academic Affairs. However, in keeping with Office of Academic Affairs Memorandum 2024-01, the members of the Faculty Affairs Committee will review all of the applications and make the final recommendations of the Committee to the Provost.

Please rest assured that the Executive Committee will soon charge the Faculty Affairs Committee with the task of preparing a solution to the issues surrounding the sabbatical application process so this irregular procedure is not necessary or repeated in future years.

Approved	Opposed	Abstention	Absent	Non-Voting
C. Gurgur				C. Ortsey
J. McHann				
J. Nowak				
E. Ohlander				