LAUC-SC Membership/Annual CAPA Report Meeting

November 5th, 1998 8:30 a.m. Science Library Instruction Room

Present: Remak-Honnef, Machlis, Blackmer-Reyes, McGirr, Dyson, Marie, Mokrzycki, Ramirez, Ritch, Chesley, Gomez, Jahns, Soehner, Murphy, D. Turner, Hubble, Yuengling

Murphy called the meeting to order.

1) Annual CAPA Report

Ramirez asked for any comments about the CAPA report.

Marie noted the statement in the report
"CAPA deplores the sloppiness, carelessness, and egregious errors contained in some of the packets. CAPA applauds efforts to minimize the time expended on the review process but documentation submitted for review should exhibit the same care we hope is expended in preparing library handouts, reports, and instructional materials."

Ramirez elaborated on the types of errors CAPA found in some review packets including grammatical and editorial mistakes.

Of the eleven reviews, CAPA and the deciding officer concurred with the review initiator in eight cases. Of the three cases in which CAPA's recommendation differed from the review initiator's, the decision followed
the review initiator's recommendation. Dyson noted no historical trend in
the disagreement between the review initiator and CAPA.

In light of recent library staffing changes, Murphy requested that special
emphasis be placed on procedures for review initiators and secondary
supervisors during the CAPA documentation workshop.

The following CAPA recommendation was discussed:
Last year the membership voted to adopt the CAPA recommendation which
altered PAPA/LS 3.4.3.b from:
Solicits confidential letters from qualified persons, including a
reasonable number from those whose names have been provided by the
candidate, when...
to:
Solicits confidential letters from qualified persons, including a
reasonable number from those whose names have been provided by the
candidate, in the following cases. However, even in the cases below,
letters will not be solicited if the packet contains written consent from
the review initiator, the candidate, and CAPA to non-solicitation of
letters.
CAPA recommends reversal back to the original language to ensure
solicitation of letters for key events in a librarian's career.

LAUC/SC voted affirmative on the motion to change the wording
of PAPA/LS 3.4.3.b as stated above.
Meeting was adjorned at 9:15 a.m.

Minutes by Chesley