

## **Committee on Advancement and Promotion (CAP) Annual Report 2006-2007**

Roster:

- Beverly Ryan, Chair
- Angela Boyd
- Sherry DeDecker
- Elaine McCracken
- Sally Willson Weimer

### **Updating peer review documentation**

The following documents:

#### **Instructions for Performance Evaluation.**

#### **Procedures for Review and Advancement in the Librarian series for Represented Librarians**

have been undergoing revisions for about 4 years. This was prompted by a change in the union contract that added the instructions and procedures to the MOU (union Memorandum of Understanding) that were previously in the APM (campus Academic Personnel Manual). The documents had to be brought into agreement with each other and separate documents created for those covered by the MOU and APM. The previous CAP chair passed on to me the latest revision done by LAUC and Detrice.

The first task was to compare the last LAUC revision of the rules and procedures docs with the latest revisions from Detrice Bankhead. I made a few minor corrections and one clarification. The documents were approved by Detrice Bankhead, AUL Personnel, and the LAUC Executive Board in October, 2006.

I have also created a new draft version of **Procedures for Review and Advancement in the Librarian Series for Non-Represented Librarians** with references to the APM rather than the MOU. This was sent to Detrice on July 9, 2007.

Copies of the first 2 documents are on the L drive and the LAUC-SB web pages.

<http://www.library.ucsb.edu/lauc/apptprocedures.html>

should point to **Procedures for Review and Advancement in the Librarian series for Represented Librarians**

A separate entry will be needed for the **Procedures for Review and Advancement in the Librarian Series for non-Represented Librarians** when it is ready.

**Instructions for Performance Evaluation** should also be accessible from the LAUC-SB page.

**Reviews**

Thirteen people were reviewed this year. CAP compiled a list of names of librarians who might serve on the peer review committees and submitted the names to the AUL-Human Resources. The Ad Hoc Confidential Review Committees met their deadline in completing their review of the packets.

**Nyholm Award**

The Nyholm Award ceremony was held November 16, 2006 at the Faculty Club. The recipient of the award was Eric Forte. Arrangements for the award were made by the previous CAP committee. A call for nominations for the 2006 award was issued August 8, 2006.