

Procedures for Lecturer Range Elevation – Department of Physics & Astronomy

By the required date, lecturers will submit a packet of information including an application, updated CV, plus self-assessment of teaching and a description of other professional development and/or service activities to the Department. The packet must include a table listing courses taught at SSU (during the past five years or since the last range elevation request), with the enrollment in each class, and links to or printouts of the course syllabi.

Using the submitted materials as well as SETE and other information in the WPAF, the Department will then evaluate the application according to the following criteria:

Teaching and Professional Development:

- a) The candidate will demonstrate excellence in teaching through a combination of metrics including student evaluations (SETE), student written comments, and peer observations. The expectation is that the student evaluations will average better than 3.25. Any suggestions for improvement in the peer evaluations need to be addressed in the self-assessment and the candidate must demonstrate future performance improvements.
- b) The candidate must teach courses serving a diverse student population, implementing appropriate pedagogy to ensure student success.
- c) The candidate should demonstrate a commitment to improving student outcomes beyond the classroom, through (any or all of the following):
 - a. Availability outside of class
 - b. Growth in the number of majors
 - c. Help with student clubs and/or projects

Service:

The candidate positively represents the Department, School and University to the local community through activities such as:

- a) Speaking at community organizations
- b) Preparing and holding community-accessible events such as “What Physicists Do” or “Public Viewing Nights”
- c) Supporting media coverage of work at SSU
- d) Serving on local non-academic committees and advising
- e) Assisting in science fairs or the development of science programs at local institutions

More information on the Range Elevation Contract requirements can be found at:

<http://www.calstate.edu/HRAdm/SalaryProgram/Unit3/temprange/>

http://www.calstate.edu/LaborRel/Contracts_HTML/CFA_CONTRACT/article12.shtml

<http://www.sonoma.edu/uaffairs/policies/range.htm>