

RANGE ELEVATION APPLICANT INSTRUCTIONS

What is Range Elevation?

Range elevation is the advancement of a lecturer or temporary librarian from one salary range to the next (e.g., L-A to L-B; see <u>faculty salary schedule</u>), accompanied with a raise of at least 5%. Advancement is granted a3 (699.56 66 (3 (d)0.5TJBMC ET/Arr (699.15 65 BDC 05-20.2 q(g)0.5 (a2 q(g)0.54n5Arro)5 (e (h)-10.6 (

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There are 2 ways to qualify for range elevation. Lecturers and temporary librarians must have either:

- 1. Served at least 5 years in their current range in a single department or equivalent unit and have no more remaining eligibility for Service Salary Increases (SSIs); or
- 2. Have 6 or more years of FTAS accrued in a department or equivalent unit. FTAS is defined as the sum of the average time base (FTE) worked over priamæchtæbriic eyears | two about it is about the content of the average time base (FTE) worked over priamæchtæbriic eyears | two about it is about 10 or 10 or
- 3. All prior periodic evaluations for the period under review; uploaded to the same-named tab.
- 4. All official SOTEs and/or SOLATEs; Spring 2013 to present are automatically entered in the "Classes Taught at SJSU" tab (select the blue pencil on the far right of the row for a class). Look for a blue number under "course evaluation" (and select it), or under the "Additional Student Evaluations" tab, do the same. Missing items may be requested from (eFaculty@sjsu.edu). All required evaluations

must be accounted for (see <u>F12-6</u> and <u>S20-4</u>).



Copies of any material entered by the department or appropriate administrator must be given to the faculty member before the first level of review begins. Please see the What Goes Where? Preparing Materials in eFaculty guide or view the video, Range Elevation in eFaculty, for more information on preparing your application in eFaculty. You may begin building your application in eFaculty at time, even prior to "initiating your case," but the application must be completed by the submission deadline, September 13, 2024.

Criteria for Range Elevation

Range Elevation requires that a lecturer or librarian demonstrate professional growth and development appropriate to their work assignment and the mission of the university during the period of review. *Accumulated teaching experience alone is not a criterion for range elevation.* This is the only review type in which candidates' professional achievements shall also be evaluated. Advancement at higher ranges (e.g., L-C to L-D) requires a higher level of professional growth and development, and higher ratings of performance in the work assignment, than does advancement at lower ranges (e.g., L-A to L-B). At minimum, prior