

VIA EMAIL

August 13, 2021

To: Deans; Department Chairs

C: Provost; Senior Associate VP, UP; CFA President; College Analysts

From: James Lee
Senior Director, Faculty Affairs

RE: RANGE ELEVATION PROCEDURES AY 2021-2022

Range Elevation requirements and procedures for lecturers (“temporary faculty”) are set forth in Articles 12.16–12.20 of the CSU-CFA Collective Bargaining Agreement (“CBA”) and University Policy S21-2. Pursuant to CBA Articles 12.18 and 12.19:

“At least thirty (30) days prior to the commencement of the annual campus range elevation process, the campus shall notify those lecturers at the SSI maximum who have five (5) years of service in their current range that they may be eligible for range elevation. In that notification the campus shall inform the lecturers that receipt of a previous FMI may affect their eligibility for range elevation. The parties agree that failure to notify an eligible lecturer shall not be cause for automatic granting of a range elevation. The parties further agree that lecturers not notified may be eligible for range elevation pursuant to 12.17 and, if eligible, lecturers may apply for a range elevation.... Criteria for range elevation for temporary faculty ... shall be appropriate to lecturer work assignments.”

In addition to the eligibility requirements noted above, an additional program was negotiated between CSU and CFA to address issues associated with lack of opportunities for range elevation in the absence of negotiated SSIs. In AY 2021-22, in addition to those eligible under the requirements noted above (five years in range and at SSI maximum), faculty who were determined to have completed by fall 2020 at least 6 years of “full-time adjusted service” (FTAS) in their current range will also be eligible to apply for range elevation during the review period. (FTAS is defined as the average FTEF over the academic or fiscal year, divided by 0.8, yielding a maximum of 1.0 for each year.) A list of Temporary Faculty eligible for range elevation in the respective categories will be made available.

To be evaluated for range elevation, each candidate must notify UP - FS of their intent to apply by September 13, 2021 via email to eFaculty@sjsu.edu (we encourage earlier notification). They must submit their application and materials via eFaculty by September 21, 2021. Please see the Range Elevation Review Calendar for AY 21-22 for other important review deadlines.

Range Elevation information is attached and also available via the following links:

1. Range Elevation Applicant Instructions
2. Range Elevation Calendar AY 21-22
3. CSU-CFA CBA, Article 12 (see 12.16-12.20)
4. University Policy S21-2

If you have any questions or concerns, please call our office at 408-924-2450, or email up-facultyservices@sjsu.edu.