Department Procedures for Evaluating Lecturer Range Elevation  
Department of Mathematics and Statistics  
Sonoma State University  
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The Department of Mathematics and Statistics uses the University’s guidelines for evaluating applications for range elevation by lecturers (see http://www.sonoma.edu/uaffairs/policies/range.htm).

As outlined in the University guidelines: As part of the application the candidate has to provide:

a. a current curriculum vitae,
b. a description of the candidate’s work assignments for each semester of the period under consideration,
c. a narrative describing his/her professional growth and development (see list of possible activities in section III.A of the policy), and
d. student evaluation summaries for all evaluated courses taught by the candidate in the department during the period of evaluation.

In addition, the department will conduct a classroom observation by a tenure-track faculty member as part of the evaluation.

The recommendation is made by the department chair to the dean.