#### Schedule:

Dossiers Become Avail on Monday (9/30/24)

**Deadlines** for each set of Candidates

[2 Range Elevations: Wed. Oct. 9] (Our Committee's Deadline is Tues. Oct. 8<sup>th</sup>)

Past Dept Chair's General Comments:

For long-time lecturers, not receiving elevation hurts morale

Fain (Frank) Butt has been stuck at lowest lecturer level "A" for 20 years

Faramarz is Chair @ Mission Coll & Receptive & Has done SJSU service visible to Dean]

[6 RTPs: Mon. Oct. 21] (Our Committee's Deadline is Fri. Oct 18)

## **Next 3 Meetings**

Friday, Oct. 4 @ 1:30PM(2 Range Elevations: < 1 hour)

Thursday, Oct. 10 @ 2:45PM after Dept. Meeting (3 RTPs: 2 hours)

Tues, Oct. 15 @ 3PM PST (3 RTPs: 2 hours) [Melody to join from DC at 6pm EST]

Writeups would be due by 11PM the day before each meeting

**Review Order** (From lower to upper level)

### Range Elevation:

Fain Butt

Faramarz Mortezaie

# 3<sup>rd</sup> Year Review

Faranak – (Tom will do teaching review)

Sengupta – (Rob will do teaching review)

### Regular Tenure and Promo to Assoc.

Nada – (Tom will do teaching review)

Bill – (Rob will do teaching review)

#### Early

Fabio (Early Tenure & Promo to Assoc.) – (Tom will do teaching review)

Katerina (Early Promo to Full) – (Rob will do teaching review)

## Logistics and Work Assignments:

Who is reviewing which Category for RTPs?

Range Elevations: Everybody (except Melody) writes 1 paragraph for each of the 2 candidates

(See Attached Review Criteria for Lecturer Range Elevation),

We meet to Discuss & Fuse/Merge all writeups & Vote on Fri. Oct. 4 @ 1:30pm

**TEACHING – Tom (Faranak, Nada, Fabio); Rob (Sengupta, Bill, Katerina)** 

**RESEARCH – Mark, Navrati** 

**SERVICE – Melody** 

#### On Boarding New Committee Members:

Typical Writeup Lengths (2-3 paragraphs per category of review; last para is short "overall" conclusion) Work within your team to (evenly) divide tasks

Expectations with Leading Discussion (Primary writer of each category should be prepared to lead & do

walkthrough of writeup and explain/clarify, especially if any committee doubts/discussion arise)

Anonymous Voting will occur via A-Doodle for each category for candidates seeking promos