

**Request for Consideration of Range Elevation
Office of Human Resources**

Date:

To: Chair of the Department of

From:
Lecturer's Name

CSUN ID No.

Subject: **Request for Consideration of Range Elevation – Effective Spring 2024**

I am requesting consideration for Range Elevation to the next higher rank. To the best of my knowledge, I have met the minimum qualifications for Range Elevation since I have exhausted my SSI eligibility and have served at least five years in my current rank or have met qualifying Full Time Adjusted Service (FTAS) years. I understand that in addition to meeting these minimum qualifications, I must also meet the Department and College job-related criteria for placement in the next higher rank.

Current Classification (Check One):

- Academic Year (AY) Twelve-Month

Current Range/Rank (Check One):

- 2 = Lecturer A 3 = Lecturer B 4 = Lecturer C

Lecturer's Signature

Date (mm/dd/yyyy)

- Submit this form and your [Professional Information File](#) (PIF) to your Department Chair by **April 29, 2024** -

Department Chair's Recommendation:

Approval Recommended: _____ Approval Not Recommended: _____

Department Chair's Signature
(provide copy of this decision to applicant by May 13, 2024 (Mon.) or earlier)

Date

College Dean's Decision:

Range Elevation Approved: _____ Range Elevation Denied: _____

Percentage Increase Recommended: _____ %

College Dean's Signature
(provide copy of this decision to applicant by August 23, 2024 (Fri.) or earlier)

Date

Temporary faculty from prior eligibility lists are eligible to apply if they remain eligible and continue in the same rank. Pursuant to Article 31.6 of the CBA, Range Elevation granted to lecturers shall be accompanied by a base salary (full-time rate of pay) increase of at least five percent (5%) and the rank/grade elevated to the next higher rank/grade.

FOR HR USE ONLY:				Range Elevation, Spring 2024			
Old Rank:	<input type="text"/>	New Rank:	<input type="text"/>	Old SSI Cntr:	<input type="text"/>	New SSI Cntr:	<input type="text"/>
Old Base Rate:	<input type="text"/>	New Base Rate:	<input type="text"/>	% Change:	<input type="text"/>	Audit Date:	<input type="text"/>
Effective Date:	<input type="text"/>	OPS Date:	<input type="text"/>	OPS INI:	<input type="text"/>	Audit INI:	<input type="text"/>