



FACULTY EMPLOYMENT OPPORTUNITY

DEPARTMENT OF UNIVERSITY STUDIES

**Temporary Faculty Position (Lecturer)
Internal Applicants Only (SSP, Lecturers, TT)
Hiring Pool for the 2012-2015 Academic Years**

Refer to 103399 on all correspondence and inquiries regarding this position.

THE UNIVERSITY: Sonoma State University is one of the 23 campuses of the California State University. Located in the Sonoma County wine country, 48 miles north of San Francisco, the University has an enrollment of approximately 7,500 students. As of fall 2009, the University had 501 faculty with 54% tenure track. The University is comprised of six schools: Arts and Humanities, Business and Economics, Education, Extended Education, Social Sciences and Science and Technology. Degrees are offered in 45 majors at the bachelor's level and 15 at the master's level. Sonoma State University occupies 274 acres in the beautiful wine country of Sonoma County, in Northern California. Located at the foot of the Sonoma hills, the campus is just an hour's drive north of San Francisco and 40 minutes away from the Pacific Ocean.

THE PROGRAM: The purpose of UNIV 102, First Year Experience is to contribute to the retention and graduation of students at Sonoma State University. The course is designed to foster a supportive learning community, provide mentoring, enhance academic skills, personal skills (self-awareness, responsibility, relationships with others), and knowledge about campus resources to facilitate successful transition from high school to college. Other aspects covered are choosing a major, career exploration, health and social issues (sexual assault/harassment, alcohol/drug abuse), information competencies, code of conduct, and diversity/multiculturalism. Sonoma State University is committed to fostering and supporting multicultural competence for faculty, staff, students and administrators. We understand multicultural competence as comprising three parts: knowledge, skills & abilities. We believe that multicultural individuals are better prepared to participate effectively in a globalized world and a diverse society, and to be able to engage in civil discourse. To support the institutional commitment to enhancing campus-wide diversity efforts we are recruiting instructors who are ready, willing and able to support this goal.

Position Requirements: To teach a three unit UNIV 102, First Year Experience to a cohort of approximately 24 freshman students with a student leader (Peer Mentor). The course will focus on both social and academic transition issues of first year students.

Responsibilities: Each faculty has a responsibility to:

- Provide academic and career advising, including choosing a major assistance;
- Assist students in developing academic skills necessary for college success;
- Ensure students meet all course learning outcomes
- Conduct at least two individual meetings with each student during the semester course;
- Provide advising, assistance, and problem solving in areas that touch students' lives, such as career planning, financial aid, registration, housing, decision making, communication, etc.;
- Provide class sessions and or opportunities for students on specific transitional issues of first year students via lectures, topical discussions, etc.;
- Develop, deliver and inform students about co-curricular activities that serve to maintain contact with students, provide assistance, and supplement their academic experience;
- Be an essential component of the academic early warning system through monitoring of assigned students' progress, conducting surveys, managing the mid-term evaluation interventions, remaining available to professors who have alerted the team to a possible problem, and providing ongoing advisement;
- Refer students to Student Affairs program "specialists" for particular support needs and multicultural opportunities, including EOP, Multicultural Center, International Student Programs, etc.;
- Be available to help students while they are attending SSU;
- Ensure the smooth "hand-off" to a departmental faculty advisor after undeclared students select a major;
- Comply with state mandates by providing opportunities to learn about sexual harassment and alcohol education:
- Facilitate and promote the graduation of full-time students in four years;
- Participate in the ongoing refinement, modification, evaluation and expansion of the Freshman Transition Programs paradigm;
- Serve as a mentor for the student leader (Peer Mentor) teaching with you;
- Meet with the Peer Mentor during the summer & weekly during the fall to plan and develop the course;
- Actively participate in faculty learning communities;
- Participate in all "First Day" activities
- Attend instructor training workshops.

QUALIFICATIONS: To be recommended for appointment, the candidate must have: Masters Degree from an accredited program and or equivalent combination of education and related experience required. Candidate must also have knowledge of first year student academic and transition issues. In addition, each candidate must already be an employee of SSU or already teach Univ 102. Lastly, candidates must have a willingness, readiness and ability to support the institutional commitment to enhancing campus-wide diversity efforts.

RANK AND SALARY: Range 2, with a Full-Time monthly base salary \$3458. Full-time is 15-unit workload. Actual salary is dependent upon number of units assigned. Current SSU faculty

will be paid at their current rank and current salary base. For each section taught, faculty will also receive 3 units of release time during the Fall semester.

APPLICATION DEADLINE: Applications should be sent to facultysearch@sonoma.edu by Friday, March 2, 2012.

HOW TO APPLY

Please submit:

- Cover letter and supplemental portion of this announcement (below). The hiring committee will review your Personnel Action File, including teaching and peer evaluations, and determine if an interview would be beneficial.

Please **email** all application documents to facultysearch@sonoma.edu

103399 - Please refer to this number on all correspondence and inquiries regarding this position.

Questions concerning this position may be directed to:

Julie Greathouse

E-mail: Julie.greathouse@sonoma.edu

Phone: 707-664-3305

Questions concerning the application process may be directed to facultysearch@sonoma.edu

EQUAL EMPLOYMENT OPPORTUNITY

The University is an Equal Opportunity Employer and does not discriminate against persons on the basis of age, disability, disabled veteran or Vietnam-era veteran status, gender, marital status, national origin, race, religion, or sexual orientation.

CAMPUS SAFETY REPORTS

Jeanne Clery Act – Annual Security Report

Sonoma State University's Annual Security Report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Sonoma State University and on the public property within, or immediately adjacent to and accessible from the campus.

The report also includes institutional policies concerning campus security, alcohol/drug use, crime prevention, reporting of crimes, sexual assault and other matters. You can download a copy of this report by accessing the Police and Parking Services web site, [Jeanne Clery Act](#) or receive a copy by contacting Police and Parking Services at (707) 664-2143.

Campus Housing Fire Safety Report

Sonoma State University's Annual Campus Housing Fire Safety Report, in compliance with The Campus Fire Safety Right-to-Know Act, contains information about fire statistics, fire safety systems, and safety practices and standards for campus housing. The [Campus Housing Fire Safety Report](#) is available at the Housing Services website or you can contact Housing Services at (707) 664-2541 to receive printed information or additional information.



SONOMA STATE UNIVERSITY

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Supplemental Portion

1. Talk about your experience and education working with people who are from diverse backgrounds.

If you would like to see sample syllabi when completing the supplemental questions, please contact Julie Greathouse at julie.greathouse@sonoma.edu, or 664-3305.

Any questions can also be directed to Julie Greathouse.