

March 26, 2013

Gordon Dunne
Instructor
English Department

Regarding: Letter of Progress 2012 - 2013

Dear Gordon,

I am pleased to inform you that, in accordance with the terms of Salt Lake Community College's Policies and Procedure Manual, your Sitting Tenure Committee has evaluated your progress toward tenure and has recommended that you receive a ***Letter of Progress for the 2012 – 2013 Academic Year***, recognizing one year of satisfactory evaluation by your Department Associate Dean, Department, students and colleagues. It is my distinct pleasure to concur with the Committee's recommendation.

The processes outlined in Chapter 4, Paragraph 6.3.10 of the Policies and Procedure Manual state:

The Third Meeting: Sitting Committee Recommendation

The committee makes a recommendation, by majority, to the Dean about whether the tenure-track faculty member will receive either a Letter of Progress or a Letter of Concern. If the Sitting Committee cannot achieve a majority decision to recommend a Letter of Progress, it will recommend a Letter of Concern. The recommendation letter to the Dean must be clearly identified as a Letter of Progress or a Letter of Concern and must include the rationale for the recommendation.

Based on a review of your classroom practice, student evaluations, professional development, and service to your Department and the College, your Tenure Sitting Committee reports that you have complied with the expectations of your 2012/2013 faculty contract and are making significant educational contributions to the College.

The committee found your rapport with students readily apparent. You promote an atmosphere of "quiet industry" that is conducive to learning. You provide students with timely feedback, explore methods to promote student engagement and collaboration, and explore alternative grading strategies. Your student evaluations exceed the college mean. With regard to professional development the committee noted that you received training in one-on-one student engagement techniques; that you participate in department teaching circles; and that you attended Faculty Teaching and Learning Center training in the use of the Starlink professional development database. You are also a member of TESOL and are doing doctoral work in International Relations and Comparative Politics at the University of Utah. With regard to service, they noted your work as a volunteer with the "Speed Diplomacy" program that

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brings international students together with faculty and also with the "Student Voice Project" for international students.

By way of suggestion, the committee encourages more expansive involvement on your part in professional development activities and explicit illustration of discipline knowledge in the fields of ESL, developmental reading and writing as they apply to teaching. The committee and your Associate Dean are happy to meet with you to further discuss and clarify these suggestions.

Congratulations on obtaining a *Letter of Progress for the 2012 – 2013 Academic Year*. I look forward to continuing to work with you during the forthcoming school year.

Sincerely,

A handwritten signature in blue ink, appearing to read "John S. McCormick".

Dr. John S. McCormick, Dean
School of Humanities and Social Sciences

Copies: Dr. Chris Picard, Provost
Stephen Ruffus, Associate Dean, English Department
Ms. Sandra Kikuchi, Director, Faculty Services

Human Resources Personnel File