

March 24, 2014

Gordon Dunne, Instructor
English Department

Regarding: Letter of Progress 2013 - 2014

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 2013 – 2014 Academic Year**, recognizing one year of satisfactory evaluation by your Associate Dean, Department, students and colleagues. It is my 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 2013/2014 faculty contract and are making significant educational contributions to the College.

One member of your tenure sitting committee was extremely impressed with your teaching, finding you to be "a patient, insightful, and utterly appealing instructor who knows how to establish a rapport with a class and maximize their learning dynamics." The committee agrees that you have a positive relationship with your students, which makes it possible for you to secure their engagement and willingness to learn. You bring originality to your teaching and a helpful and supportive orientation to your work in the classroom. Scores on student evaluations appear to confirm this. Your committee did, however, see a slight problem with class management, indicated by a number of late arriving students and students using cell phones.

With regard to professional activity and service, in your portfolio you cite Canvas training; attending a meeting of the Reading faculty in which a new textbook was introduced and an online tool

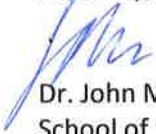
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demonstrated; attending the Southwest Association of Developmental Education (SWADE) conference held at SLCC; attending a training for teaching online courses hosted by the University of Utah's Political Science Department—your committee had questions about this; participating in a career workshop at SLCC's Center for Innovation; and scheduling a weekly discussion and training meeting with FTLC staff in fall 2013 on teaching with technology and active learning strategies--although the committee was unaware of this set of activities. Your reported service includes membership on the Constitutional Review, Apportionments, and Organization Faculty Senate Subcommittee; membership on the Student Standards Committee; membership during fall term on the Employee Innovation Grant Committee; co-advising the student soccer club; meeting with faculty during summer and fall to discuss integrated reading and writing; and meeting with, and supporting, tutors in the Academic Literacy Center.

These activities, while important, are modest, and the evidence you provide for the nature and extent of your involvement is thin. In the future I recommend that you make sure that your activities are substantial and that you take care to provide evidence of that.

Congratulations on obtaining a ***Letter of Progress for the 2013 – 2014 Academic Year***. I look forward to continuing to work with you during the forthcoming school year.

Sincerely,



Dr. John 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