

February 14, 2012

Maria Griffith, Assistant Professor
Developmental Reading and Learning Enhancement
Developmental Education Division

Regarding: Letter of Progress 2011-12

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 2011 – 2012 academic year**, recognizing one year of satisfactory evaluation by your Division Chair, Department, students and colleagues. Therefore, 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:

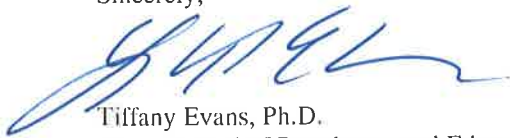
The Third Meeting: Sitting Committee Recommendation

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.

Your Tenure Sitting Committee noted with appreciation your competency in your field of expertise and recommend that a Letter of Progress be sent to commend you on your progress towards tenure for the year 2011-12.

Congratulations on obtaining a **Letter of Progress for the 2011 – 2012 academic year**.

Sincerely,



Tiffany Evans, Ph.D.
Dean, School of Developmental Education and Learning Resources

Copies: Chris Picard, Provost of Academic Affairs
Doug New, Developmental Education Division Chair
Ms. Sandra Kikuchi, Director, Faculty Services
Human Resources Personnel File