

March 23, 2015

Maria Griffith
English Department

Regarding: Letter of Progress 2014 - 2015

Dear Maria,

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 2014 – 2015 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 procedures outlined in Chapter 4, Paragraph III. C.10.2 of the Policies and Procedure Manual state: Recommendation of the Department Sitting Committee for Letters of Progress or Concern: *Based on this vote, by majority, the committee recommends to the Dean or Associate Vice President either a Letter of Progress or a Letter of Concern. If the Sitting Tenure Committee cannot achieve a majority decision to recommend a Letter of Progress, it will recommend a Letter of Concern. The recommendation to the Dean or Associate Vice President must be clearly for Progress or of Concern and must include the rationale for the recommendation.*

Your Sitting Tenure Committee finds you to be a highly dedicated, professional, and productive member of the faculty. Their classroom observations and review of your course material make it obvious that you are a fine teacher. The pace of your classes, your integration of materials, and your framing of the entire enterprise are clearly designed with students at the center of the learning process. Your patience with your students, along with the task and support systems you build into each session, give students confidence to take the risks necessary to learn. Though you have high expectations of them, those expectations are conveyed through your poise, your confidence, and, most importantly, your respect for the willingness and the capacity of students to learn. The way you structure your teaching is impressive, but that structure never becomes routinized or oppressive. On the contrary, students experience it as support for their learning and their long term goals. Overall, to characterize your teaching is to describe not only what one observes in the moment. It is to appreciate your grasp of curriculum in the larger sense, which is to understand the pedagogical knowledge that undergirds how you are with students and the activities in which they are engaged. It is to see that, for example, your teaching reveals your desire to have students develop higher order thinking skills, among other things. Further, your interest in hybrid e-learning, reading apprenticeship, and integrated reading and writing underscore your ongoing creative investment in your work.

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Your Committee also acknowledges your professional activity within NADE and SWADE, and your insistence on developing and presenting your scholarship and the knowledge gained from research and teaching. They urge you to continue along this path and find ways to branch out in the manner that your respect for knowledge and your future role in the department might take you. What is most apparent about your service is how closely tied it is to your professional development and your teaching. You clearly understand that these are not separate and distinct categories and that each inform the others. Your devotion to refugee students and the refugee community at large is exemplary. While this commitment must make considerable demand on your time, you nevertheless serve the college, most notably, as a participating member of the General Education Committee, the Integrated Reading and Writing Committee, and on the English Faculty Search Committee.

Congratulations on obtaining a *Letter of Progress for the 2014 – 2015 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. Clifton Sanders, Interim Provost
Stephen Ruffus, Associate Dean, English Department
Ms. Sandra Kikuchi, Director, Faculty Services
Human Resources Personnel File