

---

---

# Formal/Procedural/Assigned Mentoring For Faculty



UNIVERSITY OF DELAWARE  
ADVANCE INSTITUTE

# Today's Presenters

## *Robin Andreasen*

- Professor, Linguistics & Cognitive Science

## *Heather Doty*

- Associate Professor, Mechanical Engineering

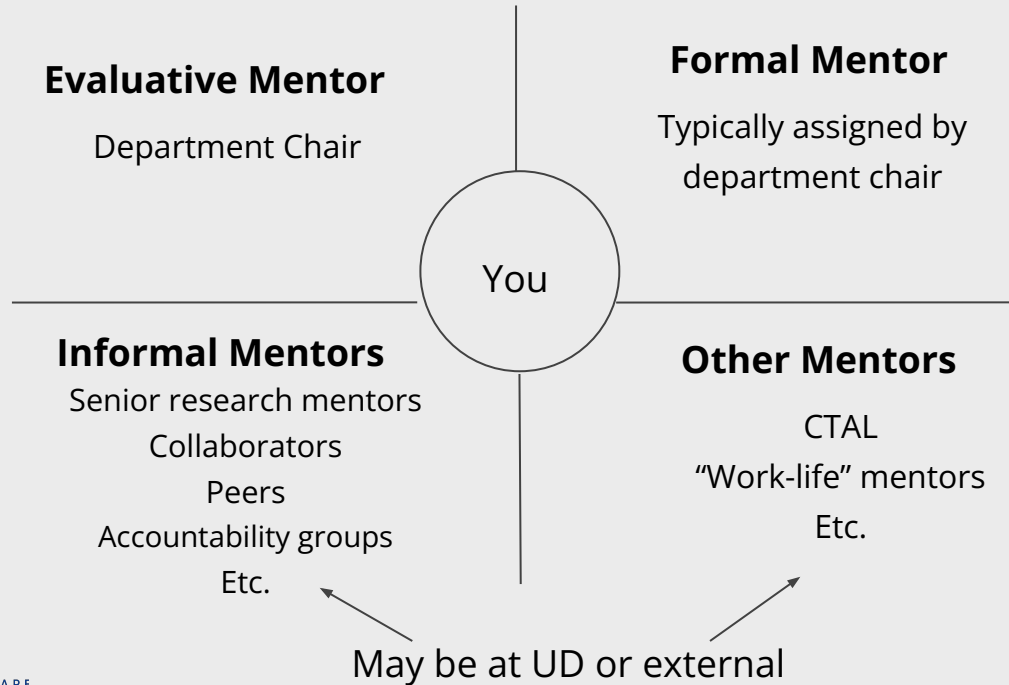
# Welcome & Introductions

Go around room; have everyone say their name and department

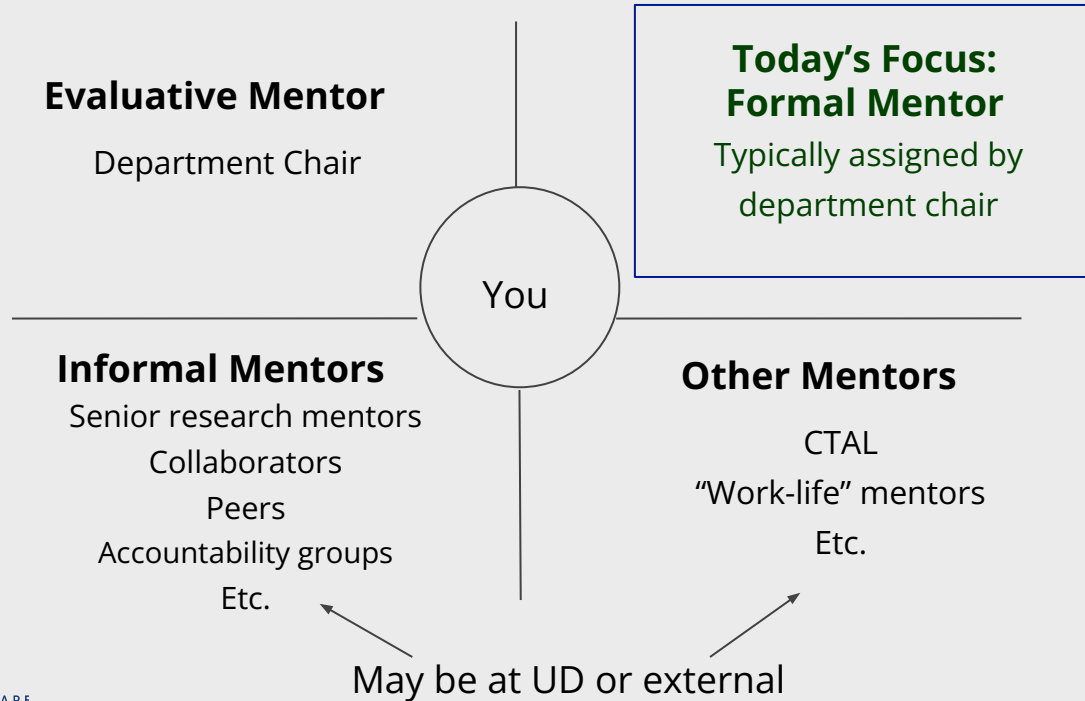
# Background: UD ADVANCE

- Originally funded by an NSF ADVANCE Institutional Transformation award
- Goals: Diversify & strengthen UD's faculty; foster positive dept. climates
- Some of what we do :
  - Workshops and resources on best practices for faculty recruitment
  - Workshops and resources on faculty mentoring
  - Networking events for faculty
  - Faculty climate survey (COACHE, 2020)
  - Policy advocacy (family-friendly, dual career, P&T, mentoring, etc.)
  - Annual P&T panels
  - Sessions for faculty on UD's Covid-19 policies

# We all need a network of mentors



# We all need a network of mentors



# Informal/peer mentoring Resources

## **NCFDD (National Center for Faculty Development and Diversity)**

- Monday motivator
- Boot camp

## **UDFAP (UD Faculty Achievement Program)**

- Dossier-prep workshops (peer review & p&t)
- UD write-on-site locations



# Formal Mentoring – Idea in brief

- Chair assigns mentee (w/ input) a senior faculty member as formal mentor.
- Mentor and mentee receive written or online resources.

Click [here](#) for some examples:

- Chair should check on the mentoring arrangement periodically. If the arrangement is not working, the chair will assign a new mentor.  
“Working” means holding regular meetings w/resources (checklist, etc.)
- The mentor’s time should be valued, e.g., by the chair at appraisal time.



# Mentoring Resources

## Checklists of Suggested Mentoring Topics

- Helps you set agendas for mentoring meetings and ask questions you may not know to ask
- One for first year faculty
- One geared more for STEM fields
- One more for humanities/ book-based disciplines

### Resources for Mentors and Mentees

- [Formal Faculty Mentoring: Suggested Topics for First Year](#)
- [Mentoring Checklist \(Suggested Topics\)-STEM focused \(1-page formatted PDF\)](#)
- [Suggested Mentoring Topics-Humanities focused \(English Dept\)](#)
- [UD Online Resources for New Faculty](#)
- [2022 New Faculty Orientation Slides, UD ADVANCE](#)
- [Discussing 2- and 4-year peer reviews](#)
- [Discussing annual appraisals](#)
- [Discussing UD's temporary COVID-19 policies](#)
- [Tips for saying no](#)



# Role of mentor (May differ by department)

- The formal mentor is a *procedural* mentor.
- Primary job is to ensure you are familiar with policies and procedures of the department, college, and university.
- Help you understand and navigate culture of the department/university.
- May help you identify other mentors as needed (e.g., research, teaching, etc.), but is *not* expected to act as your one, single mentor.



# Your role as a “mentee”

Mentees must take an active role by preparing for meetings:

- Review mentoring resources in advance. Look for questions that you may not have known to ask.
- Bring your questions to the meeting
- Think about your career goals and how your mentor might help you work toward achieving them

# Appraisals & Peer Reviews

Topics on the mentoring checklist that we hope you are familiar with.

- Appraisals occur annually in the spring, conducted by your chair. They are evaluative, but also a mentoring opportunity and a chance to plan.
- Peer reviews occur at contract renewals in years 2 and 4 (COVID extension currently in place). Conducted by members of your department and should be considered “practice” for P&T. See mentoring resource on ADVANCE website for more information.

# Mentoring Resources: [sites.udel.edu/advance/faculty-retention/faculty-mentoring/](https://sites.udel.edu/advance/faculty-retention/faculty-mentoring/)

## Mentoring Resources

### Mentoring

Faculty need a host of mentors/advocates/coaches/peers/colleagues to ensure their professional success.

#### Formal Mentoring

UD ADVANCE works with deans and chairs to support *formal* mentoring within departments. Under this program, faculty are assigned a mentor (or mentors) from within their department to help them navigate departmental, college, and university policies and practices. [Read the Faculty Handbook statement on formal mentoring here.](#)

#### Resources for Mentors and Mentees

- [Mentoring Checklist \(Suggested Topics\)–STEM focused \(1-page formatted PDF\)](#)
- [Suggested Mentoring Topics–Humanities focused \(English Dept\)](#)
- [Useful links for UD faculty](#)
- [Discussing 2- and 4-year peer reviews](#)
- [Tips for saying no](#)

#### UD Policy Information for Formal Mentors

- [Family-friendly policies for faculty](#)
- [Faculty Handbook](#)
- [Collective Bargaining Agreement](#)
- [Provost's Office](#)

# Questions/Discussion

# Networking

Please share a recent success and a challenge you are facing

# Conclusion

Thank you for attending today's event.  
Please keep in touch and let us know if we can help.

[www.udel.edu/advance](http://www.udel.edu/advance)

ud-advance@udel.edu