Formal/Procedural/Assigned
Mentoring For Faculty

UNIVERSITY OF DELAWARE
ADVANCE INSTITUTE

10/21/20

NSF HRD 1409472
Today’s Presenters

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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

- **Evaluative Mentor**
  - Department Chair

- **Formal Mentor**
  - Typically assigned by department chair

- **Informal Mentors**
  - Senior research mentors
  - Collaborators
  - Peers
  - Accountability groups
  - Etc.

- **Other Mentors**
  - CTAL
  - “Work-life” mentors
  - Etc.

May be at UD or external
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Etc.

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Etc.

Today's Focus:
Formal Mentor
Typically assigned by department chair

May be at UD or external
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
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/

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
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

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