

## CSFW Recommendations for Mentoring of College Faculty<sup>1</sup>

WHEREAS a number of concerns about mentoring of faculty emerged from the survey on *The College Climate and Faculty Career Satisfaction* that was administered to all faculty members in the College by the Committee on the Status of Faculty Women (CSFW) in 2006, the CSFW has developed a proposal for mentoring of faculty. As part of this process, the Committee met with the Department Chairs and Baker Institute Director on April 2, 2007 to discuss departmental mentoring of faculty. After additional input from the Chairs, the General Committee, the Affirmative Action Committee, individual departments and faculty members, the CSFW makes the following recommendations. The goal of these recommendations is to improve mentorship and career development of College faculty members.

### MOTION

That the College of Veterinary Medicine establish a mentoring program as described below.

#### **Supervisor/Chair**

All faculty members should have mentorship from their designated **supervisor**, who is usually their **department chair**<sup>2</sup>. This mentoring is connected to evaluation of the faculty member for promotion and compensation and is an essential part of career development for all faculty members. Where appropriate, the department chair may identify another individual to act as supervisor for certain non-tenure track faculty members. The designated person will then serve in an evaluative capacity for the faculty member and also provide mentorship. It is expected that all faculty members meet at least annually with their supervisor/chair.

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<sup>1</sup> Those with the following titles are included: Professor, Associate Professor, Assistant Professor, Senior Lecturer, Lecturer, Instructor, Principal Research Scientist, Research Scientist, Senior Research Associate, Research Associate, Senior Extension Associate, Extension Associate. Any future titles of a similar nature will also be included. However, Postdoctoral Associates and Fellows are not included, because they are still in training.

<sup>2</sup> In the case of faculty at the Baker Institute the primary supervisor is the Director. In mentoring of the faculty member, the Director works together with the chair of the academic department with which the faculty member is affiliated. Throughout the document, where 'chair' is written, read 'director and chair' for Baker Institute faculty.

## **Mentor**

In addition, all faculty members are expected to have a faculty **mentor** who is not required to serve in an evaluative role. This individual may come from the faculty member's own department, from another department in the college or, if appropriate, from another college or university. The mentor will serve as a consultant and sounding board, and would encourage and facilitate career development. This individual will be chosen by the faculty member in consultation with the supervisor/chair. The identity of the mentor will be known to the supervisor/chair and the faculty member may be encouraged to meet with the mentor by the supervisor/chair. The mentor will not be required to provide evaluations of the faculty member for promotion or compensation matters, but they may do so if they wish (e.g. as part of the evaluation for tenure of a faculty member in their department). The mentor may be changed, in consultation with the supervisor/chair, as the needs of the faculty member change.

## **Evaluation**

The impact of this program will be evaluated 2 years after its implementation. A questionnaire will be administered to all faculty members. The format will be similar to that of the questionnaire on college climate that was administered in 2006 and responders will be anonymous. A separate questionnaire will be administered to chairs and other supervisors. As deemed appropriate, discussions of progress will occur in meetings with the dean, the dean's representative, the chairs, and/or the other supervisors. Open meetings will be held with the non-evaluative mentors and/or the mentees, in order to obtain additional feedback on mentoring. Written and verbal input will be used to recommend revisions and improvements to the mentoring program.

*(End of Motion)*

*18th. October, 2007*