



UNIVERSITY MENTOR/MENTEE RELATIONSHIPS: EXPECTATIONS AND IDEAS FOR SUCCESS

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Advance Organizer for Presentation

- Overview of University Faculty Mentoring Program
- Expectations of Faculty Mentor & Faculty Mentee
- Experiences from Mentor
- Experiences as Mentee
- Mentoring Impact - Peer Mentoring
- Welcome, Acclimation, & Support
- Preview of future mentoring opportunities
- Question & Answer: Presenters

Overview of University Faculty Mentoring Program

- **Program Intent:** *Provide guidance to new faculty in their first year necessary for success and adjustment to myriad roles of professor in areas assessed by RTP*
- **Suggested Qualifications for the Role of Mentor:**
 - *Successful record of teaching & advising,*
 - *Knowledgeable about campus culture,*
 - *Competent networker*
 - *Pedagogical expertise*
 - *Ability to facilitate collegial rapport between mentee and institution*
 - *Sensitive, compassionate listener*
 - *Responsibilities of Mentor*
- **Responsibilities of Mentor:**
 - *Sustain regular contact with mentee*
 - *Guide transition into university community*

Overview of University Faculty Mentoring Program

■ Responsibilities of Mentor:

- *Introduce mentee to broader academic community and its culture*
- *Pose effective pedagogical strategies*
- *Propose effective ways of interacting with students and colleagues*
- *Encourage submission of papers and presentations to discipline-specific conferences and journals*
- *Offer critical feedback on work related to research*
- *Advise regarding RTP requirements and processes*
- *Counsel regarding time allocation for the three RTP areas*
- *Provide guidance on university and college policies*
- *Refer mentee to additional related services as needed*
- *Inform the mentor and Chair if relationship needs to be modified*

Overview of University Faculty Mentoring Program

■ Responsibilities of Mentee

- *Contact mentor on routine basis*
- *Attend regularly-scheduled meetings for first-year faculty*
- *Request mentor observe at least a single class each semester and discuss*
- *Request via the Chair classroom observation of a seasoned, successful colleague*

■ Checklist of RTP Topics addressed by Mentor and Mentee

- *First Priority*
 - Discuss the Faculty Personnel Calendar, highlighting deadlines
 - Emphasize importance of quality teaching at APSU
 - Attend mandated RTP workshops
 - Thoroughly review departmental RTP criteria
 - Aid in preparing RTP narratives for review by broader audience
 - Acquaint mentee with Personnel Policies regarding Academic Tenure and Promotion, Faculty Appointments

Overview of University Faculty Mentoring Program

- Checklist of RTP Topics addressed by Mentor and Mentee
 - *First Priority Con't*
 - Inform mentee of Faculty Handbook contents and location
 - Familiarize with technical aspects of creating and maintaining an e-dossier
 - *Insertion of review materials*
 - *Student Evaluation processes*
 - Share which activities meet Area 3 requirements
 - Issue reminders of evidence needed for Supplemental Materials

Overview of University Faculty Mentoring Program

- Checklist of RTP Topics addressed by Mentor and Mentee
 - *Second Priority*
 - Discuss required peer reviews and departmental expectations as per policy
 - Attendance at e-dossier training sessions
 - Explain RTP voting process and levels of e-dossier review
 - Clarify composition of RTP voting committees
 - Share names and contact information of Academic Affairs Technical Support Coordinator
 - Remind mentee to consistently update cv
 - Explain the Appeals Process

Overview of University Faculty Mentoring Program

- Checklist of RTP Topics addressed by Mentor and Mentee
 - *Third Priority*
 - If applicable, differentiate between Instructor and Professor RTP criteria
 - Clarify revised timetable if receiving credit toward tenure
 - Early preparation of e-dossier
 - Reminder of second-year e-dossier deadline
 - Explain promotion timeline and options of seeking promotion
 - Share the APSU Standing Committee website

Experience as Mentor – Should be a Tenured Faculty Member (guiding mentee toward what mentor has already attained)

- Dr. Gold – Encourage work/life balance; culturally responsive pedagogy; RTP Process; Sounding board
- Dr. Lowe – Combatting Sources of Attrition: Feelings of Isolation, Burden of Invisible Labor, Tacit Culture and Climate of Department and College, Interdisciplinary Support & Opportunities
- Dr. Sanders – Guide Mentee to a successful E-dossier & RTP process; extended mentor/mentee relationship even after 1st year
- Dr. Wang – Build trust with mentee; serve as a bridge for mentee to reach out and connect with other colleagues

Experience as Mentee

- Dr. Lowe – Prioritizing Efforts for RTP, Work-Life Balance, Collegiality
- Dr. Sanders – Follow the mentor’s direction to the letter. They are experienced with e-dossier and RTP process. Keep them in the loop and allow them to review your edossier. Follow your department’s RTP process!
- Dr. Thompson
- Dr. Wang – Positive experience as mentee creates larger potential for the mentee to grow into a qualified mentor in the future.

Mentoring Impact - Peer Mentoring

- Higher retention rate among junior faculty
- Higher rate of job satisfaction and scholarly productivity (research)
- More effective in course design and teaching strategies
- Better balance between home and career

Welcome, Acclimation, & Support

- A) University - mentor can introduce mentee to other university personnel and helpful resources for success.
- B) Clarksville & Surrounding areas – mentor can serve as a guide to activities in Clarksville, Nashville, other areas.
- C) Housing? Restaurants? Activities? Mentor can direct mentee to network with persons who can help them explore housing opportunities, commuting directions, etc.

Summary of Ways to Enhance Mentoring Programs (Gupta, 2021)

- Use Handbooks and essentials checklists to provide guidance about university policies and expectations
- Implement incentives for Mentors and Mentees
- Programs should be outcome-based:
 - *Evaluated by job satisfaction*
 - *Faculty level of productivity*
- Mentor/Mentee should evaluate program annually
 - *Mentorship Effective Scale*
 - *Conditions for work Effectiveness Questionnaire*

Question & Answer: Moderated by Presenters



Dr. Sanders



Dr. Gold



Dr. Thompson



Dr. Lowe



Dr. Wang

References

Austin Peay State University. (2020). *Faculty mentoring program guidelines*. https://m.apsu.edu/academic-affairs/faculty/faculty_resources/mentoring-guidelines.pdf

Gupta, A. (2021). Faculty mentoring in higher education: Results from a pilot program at Jammu, India. *Mentoring & Tutoring: Partnership in Learning*, 1-23.
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