School of Engineering and Applied Science – First Mentoring Program

The mentoring program within Engineering is designed to be multi-faceted and includes:

- Mentors within the department assigned by the chair,
- Mentors outside of the department initially assigned by the Associate Dean of Research & Graduate Programs (First Mentoring),
- Group discussions for junior faculty about faculty development (Peer Mentoring),
- Symposium-style presentations by junior faculty of grant proposals (Grant Brewing).

No single mentoring program is intended to meet all needs:

The primary purpose of First Mentoring is to give each junior faculty an experienced friend outside of the department who can provide a safe place for discussing topics of a potentially sensitive nature for at least the mentee’s first year at the school. While these mentoring relationships may include discussions and advice on professional topics, the First Mentoring program is intended to also provide a one-on-one forum for addressing personal, lifestyle, and networking topics. Topics may include discussions about:

- tenure, promotion, and career advancement,
- career aspirations and goal setting,
- courses of action to address a specific problem,
- family friendly policies and supports,
- identity markers (gender, race, class, sexual orientation, etc.),
- time management,
- networking at the university (where to go, to whom to talk, and how to approach them),
- role-playing difficult situations,
- profession organizations,
- balancing work and personal life,
- supervision of grad students and research staff,
- lesson preparation,
- classroom management,
- review of grant proposals,
- other topics, determined in advance by the mentor and mentee.

While the First Mentoring mentor is intended to be a safe person with whom to discuss a wide variety of topics, the following caveats cannot be ignored:

- While the mentor is intended to be a safe person with whom to talk, a mentor’s primary role may often simply be to help the mentee connect with the right authorities for resolving a problem, and
- The mentee’s ultimate success at the School will depend primarily on making satisfactory progress in the opinion of the mentee’s department chair and colleagues, the P&T committee, and the dean.
First Mentoring Mentor/Mentee Agreement

We are voluntarily entering into a mentoring relationship from which we both expect to benefit. While this relationship may cover a variety of topics, we expect most of our time together to be spent on the following topics. We have mutually agreed upon the terms and conditions of our relationship as outlined below.

Objectives

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Confidentiality

We agree that any sensitive issues that we discuss will be held in confidence.

Issues that are off-limits in this relationship include

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Frequency of Meetings

We will attempt to meet at least _____ times a semester. If I cannot make a scheduled meeting, I agree to be responsible and notify my partner and take responsibility to reschedule the meeting. We understand that the mentoring coordinator will contact each of us periodically during the year to help ensure that the mentoring relationship is working satisfactorily.

Duration

We commit to maintain our mentoring relationship for at least one academic year or until we exercise the graceful exit clause below. We may opt to renew our relationship at the end of the year.

Graceful Exit Clause

If either of us needs to terminate the relationship for any reason, we agree to abide by the decision of our partner. At the discretion of the Associate Dean of Research & Graduate Programs, the mentee may be asked to meet with a different First Mentoring mentor.

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Please return the completed agreement to the mentoring coordinator or the Office of Research & Graduate Programs.