

## College of Architecture Tenure Track Faculty Mentoring Program

- Upon hire the division director will pair a mentor from the Division or CoA, with a higher rank if possible, with the new faculty member (mentee).
- The mentee must select a second mentor from within the college or university within one year after starting. This second mentor must be approved by the director. Other outside the university mentors are encouraged, but not required.
- Mentor/mentee pairings shall be suggested based on need, perceived compatibility and faculty preference. Pairings are intended to last a minimum of two (2) academic years.
- A brief report, based on the topics listed below, shall be signed by the Director assigned mentor and submitted by this mentor to the mentee and to their respective division director(s) at the end of each calendar year for inclusion in their annual evaluations. Participation as a mentor may be counted as service.
  - Observation of teaching
  - Review of research and creative activities
  - Discussion of service contribution
- One working lunch, hosted by the Director assigned mentor, shall be paid for by the CoA during the semester.
- At a minimum, the Director assigned mentor shall attend two (2) class sessions, coordinated with the mentee, during the academic year.
- The mentors and mentee have mutual responsibility for a successful mentoring experience.

### Suggested *Minimum* Time Commitment for One (1) Calendar Year

Initial meeting	1 hr
3 semester meetings	3 hrs
2 lunches	3 hrs
2 classroom visits	2 hrs
<u>Preparation of annual report</u>	<u>2 hrs</u>
Minimum hours	11 hrs/year