Notes from Project Succeed, 9/9/16
“Creating & Implementing a Faculty Mentoring Program”

1. Ice Breaker #1: What Qualities Make a Good Mentor? (Or Make a Not so good Mentor)
Shared during the icebreaker introductions
  - Making time and the commitment
  - Respect differences
  - Common goal(s)
  - Genuine
  - Open
  - Talk about their positive and negative experiences (to learn from)
  - Inquisitive
  - Take initiative in establishing the relationship (not just wait for the mentee)
  - Caring
  - Responsive & available, yet sets appropriate limits
  - Encourages mentees to present deeper interests
  - Listens well
  - Patient
  - Understanding
  - Gives advice
  - Professional/personal relationship that made you grow
  - Helps mentee to see their own potential
  - Shared authentic interests leads to a connection that helps the mentee feel confident in sharing
  - Helps direct mentee to the best resources
  - Connected enough to help
  - An advisor and a good role model
  - Making friends
  - Having an open attitude and being open to different people
  - Friendly
  - Not being opinionated so the mentee returns
  - Finds common ground (ie likes cats)
  - Having icebreakers to get the relationship going and carrying on a conversation
  - Understands where the student is coming from; might be content that gets you started but it lends itself to a deeper conversation and additional mentee issues
  - Community and a sense of belonging
  - Puts themselves in the mentees shoes and remembers what it felt like
  - Good listener
  - Provides honest feedback
  - Empathy
  - Empowers students
  - Invested in their mentee
  - Recognizes mentee strengths
• Checks in and has a constant(ongoing) connection
• Takes time to know the student and finds common topics
• Takes time to find out what the mentee wants

**Trust is the #1 variable in a positive mentoring experience and almost all of these responses are related to and built upon trust!**

**Related items that came up during this exercise:**

• So many different software systems for the different programs, we should get them to talk to each other (James)
• We need to mentor faculty to ask students if they want to get involved in research project, office dedicated to joint research with faculty & students (Tim)

2. **Ice Breaker 2: what mentoring programs are you involved with and/or why did you attend today?**

• Faculty/student joint research mentoring program
• Have many informal mentors and want to be part of a formal mentoring program
• See the website and what mc@sjsu is doing
• Believe in the idea and want to grow the mentor culture at SJSU
• Have a program and want to use the support of mentorcommunity as my own program grows
• Women engineering
• Want to know what to tell my students when they ask questions not related to academic field (training!)
• Work with Veterans mentoring group on campus
• School of Business
• Served as athletics mentor and want to do more

**Theme: faculty and staff who are involved in mentoring are open to, seeking and could benefit from a mentor infrastructure on campus**

3. **Small Group Discussion**

What does a successful mentoring program look like?

• We close the loop on student meetings (ie if a student presented a concern, we go back to see if they resolved it or are working on the issue)
• (Faculty) Make mentoring part of the faculty job (release time, $, etc)
• (Irma) Knowing someone made [school] easier
  ○ Safe space
○ Selecting a mentor based on a profile

● (Dana) Mentor Training, topics include:
  ○ Personal
  ○ Academic performance
  ○ Boundary Setting
  ○ When to punt

What is a mentor?
● Benefits
● Meaningful questions
● Communicate about positive experiences
  ○ Stories of positive mentoring experiences?
  ○ Mentors share their positive experiences for mentees to learn?

How can we get the word out?
● Communicate about positive experiences
● Workshops
  ○ Lectures
  ○ Learn Activities
● Personal stories
● Blogs
● Newsletter
● Events/Student Affairs
● Alumni Team
● Existing Events
● (MB) - All faculty see it as part of their job
● (Fac) Expand networks, resources and types of mentors

Other ideas?
● Workshops - mentor networking, more than one on one
● Rate mentors - just as professors can be rated
● Create a network for mentors to call upon and then don’t just tell a mentee “go to X dept”, but instead pick up the phone, call your network and make the introduction for the mentee
● Mentors have video introductions on the website
● Specific populations (affiliations) can match
● (AP) specify your mentoring style/priority
  ○ Initial contact from student
  ○ “High touch points”
  ○ “Triggers” via email responses (don’t lose the touch factor, ie call mentors to see how it is going, not just an email)
● (Dana) We can make predictive analytics
● (MA) Best practice suggestions
(MB) Kick off dinner - social and closing dinner
(MP) Hands on coordination
  ○ faculty training/coffee
  ○ incentive/token
  ○ Symbolic - institutional value
Residential mentoring (faculty come to halls)
External student organizations (faculty & students)
PR success stories!!!

Where do training currently exist on campus that we could tap into?

- HR
- University 101 for new faculty
- CHZ? Faculty Development Offerings
- (AP) 180/190 incentives

More discussions
- Mentor resources - creating own networks
- Group mentoring
- Tap into the mentoring culture and grow mentoring culture @sjsu

4. Low Hanging Fruit - Action Items
Query on campus mentoring initiatives/programs

Handed out draft query and asked for input on the questions to be asked which included:
- Ask a ? on how program is funded (ie external grant, department etc)
- Time commitment for the program
- Any activities
- Formal training for mentees or mentors
- Program size
- $/budget for any activities, food, supplies etc
- Ask for the program contact not just the contact of the person completing the form

Asked about ideas for query distribution methods:
- Google Form
- Forward email to others
- Via Dept Heads
- Email an Adobe Form and have it returned
- Use communication technology
- Post query on the program website
• Leave paperforms in classrooms
• Use survey logic: screen first with the following?
  ○ Are you aware of or involved in any mentoring programs on campus?
• Success Centers
• Use the matching criteria
• Screening Question?
  ○ Are you interested in mentorcommunity@sjsu

5. Agenda item ideas for Spring Roundtable (ask for ideas at a later date)
• Demo website
• Training topics