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