

SCHOOL OF EDUCATION FACULTY

MENTORING PROGRAM

The mentoring program in the School of Education is designed to promote the development of productive academic careers of new tenure-track faculty. The Dean of the school will match new tenure-track faculty members who choose to participate in the program with an Associate Professor or Professor to serve as a mentor. The program is entirely voluntary for both the mentor and the protégé.

Role of the Mentor

Mentors guide and facilitate the academic career of a new or junior level faculty member.

Mentoring activities may include:

- Assisting the protégé in getting acquainted with SIU and SOE policies and procedures
- Supporting the protégé's professional development activities
- Helping the protégé assimilate into the profession at the national level

Advising the protégé on the promotion and tenure process

- Collaborating on research, where appropriate
- Assisting with locating resources to help with on campus or on-line course development
- Providing feedback on grant proposals, manuscripts, and conference presentations

Mentoring Program Features

Mentoring relationships can result in many positive outcomes for both the mentor and the protégé.

Features and benefits of the mentoring program:

- The program can be helpful to new faculty members in initiating collegial relationships and collaborations.
- The program is intended to provide continuous new faculty support so as to facilitate productive and satisfying academic careers.
- The program lasts two years but the relationship can continue through to the promotion and tenure stage.
- The program is intended to augment the role of the respective academic unit and faculty peers in faculty development.

Additional SOE Mentoring Activities

- New faculty orientation in fall
- Orientation to the mentoring program for all participants
- Development of mentor/protégé relationships
- In-service training on applying for grants, publishing in referred journals, and excellence in teaching

To Become a Mentor or Protégé

Complete the attached form and send to Dean's Office, School of Education, Mailcode 4624. For more information call 618-453-2415.

Application to be a Mentor or Protégé in the SOE Faculty Mentoring Program

Name: _____ Academic Unit: _____

Rank: _____ Phone: _____ Mailcode: _____ E-Mail: _____

Please check if you are a ☐ Mentor or ☐ Protégé.

Review the following checklist and select the items that reflect your preferences.

Preferences for Prospective Mentors/Protégés

☐ Male ☐ Female ☐ No Preference

☐ From the same academic unit ☐ From the same School but not academic unit ☐ No Preference

☐ Already identified a person I want to work with as a protégé/mentor _____
(Person Identified)

Functions

Directions: This two-page section contains potential functions of a mentoring relationship relative to Teaching, Research, Service and Faculty Survival Skills. We are interested in knowing which functions are most important to you in building a mentor/protégé relationship. This information will be used to help pair the mentor and protégé. Check the boxes to select the functions from the list below.

Teaching

- ☐ Provide assistance with instructional design and materials (D2L, Center for Teaching Excellence, etc.)
- ☐ Suggest/demonstrate best practice in teaching
- ☐ Suggest ways of handling student problems (academic, social, psychological)
- ☐ Assist in interpretation and use of teaching evaluations
- ☐ Creating and posting syllabi
- ☐ Provide guidance in developing distance learning/on-line courses
- ☐ Provide guidance in locating and using computer labs/equipment
- ☐ Provide guidance in using web-assisted courses
- ☐ View/provide feedback on teaching
- ☐ Identify accommodation strategies for students with disabilities

Research

- ☐ Identify appropriate journals for publications
- ☐ Read draft manuscripts
- ☐ Suggest conferences for presentations
- ☐ Assist with turning presentations into publications
- ☐ Identify grant opportunities; find foundations and corporations to fund projects
- ☐ Write grants and contracts

- ☐ Identify/demonstrate ways to use technology in research
- ☐ Discuss procedures for developing research labs
- ☐ Outline the publishing process including etiquette with co-authorship
- ☐ Locating funding for professional travel

Service

- ☐ Assist in seeking, evaluating, and accepting appropriate service assignments
- ☐ Provide guidance in establishing consultancies
- ☐ Assist in seeking professional development opportunities
- ☐ Define the role of school/university faculty member
- ☐ Define professional goals
- ☐ Help establish partners with outside agencies and institutions
- ☐ Define and identify opportunities for civic engagement
- ☐ Foster involvement in professional organizations
- ☐ Identify legal and ethical considerations

Survival Skills

- ☐ Identify strategies for productive meeting and committee participation
- ☐ Develop understanding of academic unit/school norms, policies and procedures
- ☐ Demonstrates time/self-management strategies
- ☐ Develop understanding of University culture
- ☐ Assist in identifying campus resources for students and faculty regarding diversity and inclusiveness (LGBTQ, Disability Services, Center for Inclusive Excellence, Center for International Education, etc.)
- ☐ Provide guidance on promotion/tenure dossier development
- ☐ Demonstrate preparation of documentation for annual merit review

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RETURN COMPLETED APPLICATION TO:

DEAN'S OFFICE
School of Education

Office of the Dean
Wham 115
MAILCODE 4624