

Meeting notes 12-13-2019

Mary introduction , first Maura Ryan's and Alessia Blad to report on the results of the mentoring report.

- 1.5 years ago, the initiative on mentoring for T&T faculty and thought about how to mentor non-TT faculty better.
- Small working group appointed by provost, Alessia Blad, Maria McKenna, Kerry Meyers, Nancy Micheal, Brian Smith
- OSPIR: 345 surveyed, 57% response rate - narrowly focused on mentoring
- Takeaways
 - Desire for clarity in professional and role-related expectations (strong concern about service creep - getting larger over time)
 - Desire for transparency and communication in standards for reappointment and promotion (by the time you get to be a full, you know what the standards are but at the lower ranks people don't know what they are. It was hard to make a professional plan.)
 - Desire for annual performance reviews (48% of the faculty said they received no feedback on their professional responsibilities)
 - Desire for mentoring networks - formal and informal (faculty stated that they created their own networks and sought out help if they desired promotion. But no formal structure was in place)
- Recommendations
 - Establish Provost level Mentoring Committee
 - Database of those willing, best practices, recognition
 - Facilitate a "launch mentor" for incoming faculty
 - Some resources available - orientation, perhaps meetings
 - Adopt best practices for clarifying role-related expectations at the time of appointment
 - Ensure CRPT documents include disciplinary standards for reappointment and promotion
 - Ensure formal mentoring if desired in anticipation of reappointment and promotion
 - Adopt as a goal providing formal annual feedback, especially for faculty at assistant rank
 - Facilitate annual session on reappointment and promotion and additional to sessions for new faculty
 - Encourage participation in hiring, reappointment, promotion processes
- Questions -
 - Elena Mangione Lora- along side of this - some formal training on access to funding? Similar to workshops Kaneb center does? Things that are not individual but apply to all that some mentors may not be familiar with.
 - Could be part of the annual sessions
 - Leo McWilliams - professional guidance? Not mentorship?

- Connie Mick - clear current position description, goal setting? To be clear at the time of annual review
- Erin Lemrow - group in transition in advising, there are no standards for CAP, who is responsible for creating the mechanisms? Who shepherds in/trains in administration?
 - All departments must now revise their old CAP documents - must have two committees now, including nonTT faculty members. Also have to include disciplinary standards for teaching, advising faculty, etc. non-negotiable, Maura Ryan reviews all these documents, so there is a standard. The committee is creating templates for annual reviews, promotions, etc to streamline the processes.
- Marcio Bahia, able to choose a mentor from any department from a list of mentors who signed up
- Jay Brandenburg - title faculty Mentoring the off-the-tenure-track faculty
- Jen Hames - it would be great if we could have a way of knowing where other faculty of the same type are in other departments. For example, avoiding to recreate things from scratch in terms of the documents.
- Individual introductions
- Committee reports -
 - faculty senate - Shauna Williams - do people get updates from meetings at their department meetings? Some. Academic affairs - vetting conversations of new majors/minors - computer science and A&L - going forward, admission practices at ND. Creating a social space for interdisciplinary interaction among faculty. Admin affairs - senate bylaw. Benefits affairs - talking about retired faculty, access to the same software as regular faculty as they stay connected, also benefits to faculty children. Student affairs - mainly mental health items discussions. Ensure campus resources, campus ministry, Kaneb/ND learning. Also some graduate student mentoring programs and anti-bullying.
 - Academic Council- Connie Mick. Advance studies - revising post doc communications, approved new major, guidelines and processes for academic centers and institutes - appointment of directors, what annual reports should look like, etc. Undergraduate committee discussed changes to honor code - after meeting there is a mandatory two day waiting period until the student can sign. Educational opportunity report. ONLY major violations get reported to med schools, etc. Educational reports and minor Honor code violations do NOT get reported AT ALL>> also with no FYS office, AP counting - undergraduate committee.
- Website - need to update, can we get a link to the list of our group from provost that will update automatically?
- NAME? Please email
 - Provost office TPCA - teaching, professor of the practice, clinical, advising
 - Kevin Barry - Full Time Contract Faculty FTCF
 - Jay - Professional faculty - professional is not a bad word

- Non-tenure track ? Yes, some people disagree and we individually would always describe ourselves as Teaching faculty, but as a group, that is a clean and non-confusing description
- Ideas for Spring meeting? Please email