

Mentoring Policy

Department of Mathematics and Statistics

Approved Spring 2006; revised March 30, 2012

In accordance with the mission statement of the division of Academic Affairs, to allocate resources to recruit and retain faculty scholars, the Department of Mathematics and Statistics actively mentors new fulltime faculty, particularly those seeking tenure. The goal of the mentoring program is to assist new faculty in their transition to the department, offer feedback and suggestions as to expectations and improvement, and act as a sounding board for any questions or concerns of the faculty member.

To achieve these goals

- The chair of the department:
 - § provides, at the time of hiring, to each new faculty member complete information on departmental, college and university policies and expectations, with particular emphasis on those related to tenure and promotion, if applicable.
 - § appoints a faculty mentor for each new faculty member, in consultation with both the new faculty member and a pool of volunteers (typically from the tenured faculty). The appointment is made shortly after the hiring of the new faculty and persists as long as both parties believe it is productive.
 - § provides a written assessment of each untenured, tenure-track faculty member's progress towards tenure and promotion at each annual review.
 - § annually reviews the assignment of mentors and monitors and assesses the mentoring program. If at any time during the mentoring relationship, either of the participants prefers to terminate the mentoring arrangement, s/he is free to do so without repercussions or negative consequence, at which point a new mentor may be appointed.

- Each faculty mentor:
 - § meets regularly (at least four times per semester) with the mentee to answer any questions that might arise and discusses his/her current progress and ongoing plans.
 - § assists the mentee with questions about teaching and other curricular matters.
 - § assists the mentee in understanding policies, procedures and expectations of the department, college and university, with particular attention to tenure and promotion.

Optionally, a mentor may be appointed for other fulltime faculty at their request or at the discretion of the department chair.