

Faculty Mentoring Program for Tenure Earning Faculty Members at the Florida State University College of Social Work

The evidence for the development of a faculty mentoring program for all tenure earning faculty members has been determined in several ways by the CSW. This evidence includes the 2005 Research Infrastructure Report and faculty derived recommendation identified by the Strategic Planning Committee. Mentoring should cover all major transitions of a new faculty members' integration into an academic unit, including but not limited to: 1) institutional socialization, 2) developing and implementing a research agenda and obtaining external funding, and 3) teaching. New faculty members must be afforded necessary professional guidance, role modeling, support and direct assistance towards academic career building along with promotion and tenure.

Mentor(s) Selection Process

New tenure-track assistant professors will be assigned a PhD administrator upon arrival at FSU to act as a mentor during their first semester. The tenure-track assistant professor will decide by the beginning of their second semester whether they want to have one, two, or three official mentors. The purpose of mentorship is to help the assistant professor complete 4th year review with evidence of being on track towards successful promotion and tenure. Eligible mentors include all tenured professors in the College of Social Work. New tenure-track assistant professors will choose their mentor(s) by the beginning of their second semester at FSU. If the assistant professor chooses two mentors, she or he will select one primary mentor and one secondary mentor. If the assistant professor chooses three mentors, she or he will select one primary mentor and two secondary mentors. For situations in which the assistant professor selects multiple mentors, the mentee and the primary mentor will select the secondary mentor(s) in consultation with the Dean. The Dean may request a change in at least one of the secondary mentors.

The assistant professor may change mentors throughout the mentorship process. Mentors may change their mind and discontinue service as a mentor if they desire.

The assistant professor can choose whether they want to continue official mentoring after they complete their 4th year review until they are up for promotion and tenure. If the mentee chooses to continue in the mentorship program beyond completion of their 4th year reviews, it is important to remember that according to the Promotion and Tenure memo, "it is inappropriate for anyone (including deans, department chairs, faculty colleagues, another committee member, or candidates) to submit materials independently or to request conferences with committee members reviewing a file."

No mentorship should preclude informal talk and mentorship with any faculty member.

Participation in the Mentoring Program

Participation in the mentoring program is mandatory for all newly hired tenure-track assistant professors. The assistant professor should officially meet with her or his mentor(s) every semester until (s)he passes her/his 4th year review. The spring semester meetings should take place after the assistant professor's annual evaluation with the Dean.

Institutional Socialization

Faculty members who take on this task serve as role models who provide psychological and emotional support for mentees, as well as frank discussion and advice. Such individuals are available to have ongoing contact with the mentee. For the CSW, institutional socialization should include discussion on faculty collegiality and expectations, orientation to University culture, strategic academic collaboration and planning, day-to-day advice, institutional and unit politics, exposure to example documents, and resources procurement among other entities.

Academic Productivity and Development

Information on classroom instruction and pedagogical practice, teaching strategies, student and classroom dynamics, internal university opportunities, achievement and acquisition of knowledge, manuscript development, and the development of scholarly presentations should be covered by the mentor(s).

Building a Research Agenda

In this capacity, the mentor(s) should help a designated mentee strategize and cope with the demands of executing her or his research agenda. All tenure earning faculty members should continue the practice of meeting with the Associate Dean for Research as an initial introduction to the Institute for Social Work Research. The PhD administrator, mentee, and Associate Dean of Research should meet at least once in the assistant professors first semester. Possible topics for discussion could include: potential funding opportunities, how the ISSWR can facilitate advancement of the mentees' research agenda, and identification of opportunities including internal and external university subject area research mentors. Moreover, mentors should provide support, consultation, information on internal and external institutional contacts, and frank discussion on proposed research goals including how teaching and annual assignments can impact a research agenda.

Considerations for Promotion to Associate Professor

The Assistant Professor will maintain an ongoing dialogue with her or his mentor(s) about the goal of being promoted to Associate Professor. The following considerations may be used by the Assistant Professor and her or his mentor(s) when reviewing the Assistant Professor's Curriculum Vitae to assess their progress towards promotion. The intent of these listed considerations is to guide the Assistant Professor's conversation about progress towards promotion with their mentor(s), and to illustrate achievements which could be considered evidence of scholarly impact. These considerations include:

- A record of publishing articles in peer-reviewed journals commensurate with the norms of similar institutions. Such norms are dynamic and constantly evolving; the mentoring process should include an ongoing dialogue regarding this issue.
- One or more first- or solo - authored peer-reviewed articles appearing in a professional journal.
- Serving as a PI or Co-I of externally funded research grants.
- A record of scholarly mentoring of students.
- Authoring book chapters, authoring or editing books, and authoring peer-reviewed papers presented at national or international conferences.
- Authoring book chapters, authoring or editing books, and authoring peer-reviewed papers presented at conferences do not substitute for authoring peer-reviewed journal articles.

Evaluation

The assistant professor will meet with the Dean after their first year of mentorship to evaluate the process and examine whether mentorship needs are being met. If the Dean or assistant professor perceives a poor fit in the mentoring relationship there may be a shift of mentor(s) in consultation with the Dean.

Faculty initially approved the Faculty Mentoring Program on 10/2/2008 and approved this modified version on 8/21/2013.