

**UNIVERSITY OF COLORADO COLORADO SPRINGS
HELEN AND ARTHUR E. JOHNSON BETH-EL
COLLEGE OF NURSING AND HEALTH SCIENCES
INSTRUCTIONAL, RESEARCH, AND CLINICAL FACULTY MENTOR PROGRAM**

Preamble

This program will provide formal college level assistance for Instructional, Research, and Clinical (IRC) faculty, during their first year of a full-time position in the Johnson Beth-El College of Nursing and Health Sciences. The program is intended to support IRC faculty in establishing successful practices in teaching, research, service, and clinical work. The IRC Faculty Research Mentor Program will be supplemented with other department, college, university, and clinic IRC faculty support resources.

Orientation

The dean or an associate/assistant dean will visit with each first-year IRC faculty member individually to discuss available teaching, scholarly, and clinical resources provided by the department, college, university, and/or clinic. During this meeting, the dean or associate/assistant dean will provide an overview of the IRC Faculty Mentor Program and discuss college annual performance review guidelines.

Finding a Mentor

Johnson Beth-El IRC faculty in their first semester of a full-time position will work with their respective department chair and the dean or associate/assistant dean to identify a potential mentor. Mentors must be full-time IRC faculty and preferably faculty within Johnson Beth-El, but they do not need to be from the same academic unit. If no faculty are available that meets these criteria, then faculty from related disciplines in external UCCS colleges may be used. The mentee and potential mentor are expected to meet prior to finalizing this relationship to ensure agreed upon goals and objectives.

Roles and Responsibilities

The mentor and mentee will establish a schedule for meeting to address the mentee's goals and objectives. For some, this may consist of weekly or monthly meetings, others may opt for less formal meetings on a as needed basis. The college encourages regularly scheduled meetings during the first year of the mentee's appointment. The mentor should be available, within reason, to assist the mentee in various IRC (depending on areas of appointment) related procedures such as:

- Identifying university, college, and department teaching and research resources
- University, college, and department service opportunities
- Clinic orientation

- Provide information and feedback regarding annual performance review policies and procedures

The Mentor Program covers a one-year period but will be assessed routinely to determine appropriate progress (see Continuation of Mentoring Program below).

Requirements

1. *Orientation:* The mentor should strongly encourage the mentee to attend all university, college, and department in-services, workshops, meetings, etc. related to enhancing the specific areas of their respective appointment.
2. *Annual Performance Review:* The mentor will provide the necessary information and insight into the submission process for the mentee's first annual performance review. Following the first review process, the mentor will meet with the mentee to discuss and answer questions pertaining to the evaluation letter provided by the department chair.

Continuation of Mentoring Program

Continuation of the IRC Faculty Mentor Program will be determined on a regular basis between the mentee, mentor, department chair and dean's office and may be terminated at any time.