

UMass Mentoring Advisory Board

October 3, 2012 Meeting Minutes

Date/Time: Wednesday, October 3, 2012

Meeting Location: Island Conference Room, S2-350

<u>MEETING INFORMATION:</u>
<p><u>Agenda</u></p> <p>1. <i>Mentoring Survey Update</i> -- Julia Andrieni, MD</p> <p>2. <i>Research Mentoring Education</i> -- Rob Milner, PhD</p> <p>3. <i>On-Boarding Mentoring Program</i> --Joanna Cain, MD</p> <p><i>Discussion and Wrap-up</i></p> <p><u>Attachments:</u></p> <p>UMass Mentoring Survey Update Mentor Education: Competencies for Mentoring Competencies for Mentors of Clinical & Translational Scholars Welcoming or "Onboarding" Mentors at UMMS AAMC Poster</p>

<u>INVITEES/ATTENDEES:</u> (Attendees are identified in BOLD)	
<p>Julia Andrieni Carol Bova Joanna Cain Tony Carruthers Deborah DeMarco Jerry Gurwitz Dave Hatem Tony Imbalzano Catarina Kiefe Jean King Dan Lasser</p>	<p>Katherine Luzuriaga Elaine Martin Bob Matthews Rob Milner Judy Ockene Deborah Plummer Michele Pugnaire Linda Sagor Gyongyi Szabo Luanne Thorndyke</p>

Item #	Statement /Owner	Time Allotted	Comments/Minutes	Action/Status
1	<p>Mentoring Survey Julia Andrieni (presentation attached)</p>	10 mins.	<ul style="list-style-type: none"> QHS formatted survey in REDCap. All e-mail addresses including new students, trainees, and faculty were obtained last week from the Registrar and Office of Faculty Affairs. Eleven presentations to students, trainees, and faculty in preparation for survey distribution were completed. The survey will remain open for 8 weeks with reminders sent every 2 weeks to non-responders. 	<p>1. REDCap survey to be piloted by all representative groups (Students, Trainees, and Faculty) prior to distribution.</p> <p>2. Introduction with purpose of study to be included with survey link for distribution.</p>

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1			<ul style="list-style-type: none"> • Response rate for students, trainees, and faculty will be tracked weekly. • Twitter and Facebook accounts will be used to boost response rate. • IRB Exemption. 	<ol style="list-style-type: none"> 3. Each target group (Students, Trainees and Faculty) will receive an announcement of purpose of survey and survey distribution date at least one week prior to distribution of survey from the leaders of target group.
2	Research Mentoring Education Rob Milner (presentation and handout attached)	20 mins.	<ul style="list-style-type: none"> • Mentees and Mentors may not understand what they need in terms of learning/teaching tools. • The Office of Faculty Affairs may be a resource for education of both mentees and mentors • Competencies for mentors of clinical and translational scholars reviewed and discussed. • Competencies for mentors of clinical and translational scholars could also be used as an evaluation form / checklist for mentors 	<ol style="list-style-type: none"> 1. Several mentor competencies were noted to be common for all academic missions. 2. Research Development Competency could be renamed Scholarly Activity to apply to all academic missions 3. GSN requires their mentors to take on-line mentoring / teaching courses.
3	On-Boarding Mentoring Program Joanna Cain (handout attached)	20 mins.	<ul style="list-style-type: none"> • Goal of On-Boarding Mentor Program is to introduce new faculty into the UMMS community so they feel welcomed, effective, and connected to their academic community. • Expectations of On-Boarding Mentor and time commitment were defined. • Welcome Packets for new faculty was discussed. • Quarterly orientation for new faculty included Welcome Packets, On-Boarding Mentors, and Individual Opportunity Plan (IOP) exercise. 	<ol style="list-style-type: none"> 1. Buddy/Navigator may be a better term for the On-Boarding Mentor role. 2. Suggestion was made to gather “newbies” to introduce them to each other in the basic science departments. 3. Smaller departments may benefit from onboarding mentors outside their departments.

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3				<p>4. Matching new faculty to onboarding mentors close to their age, life situation, or area in which they live may be beneficial.</p> <p>5. Introducing “newbies” to faculty who have been here for 2 years or less may be beneficial.</p>
4	<p>AAMC Meeting San Francisco, CA November 2-6, 2012</p> <p>UNM Mentoring Institute Albuquerque, NM October 24-26, 2012</p>	10 mins.	<ul style="list-style-type: none"> • A Mentoring Advisory Board: A Vehicle for Institution-wide Collaboration. Poster Attached. • Poster and Abstract accepted at both meetings. • AAMC Poster Session “Advocating to Improve the Workplace Environment for Everyone” • UNM Mentoring Institute Meeting “Facilitating Developmental Relationships for Success” 	<p>1. Feedback from meetings will be brought back to the Advisory Board.</p>