

The **COES Mentoring Program March 2011 Mentor Newsletter** contains information on resources, upcoming events, mentoring tips and other items of interest to help you be successful.

\* **Meet with Your Mentee!** Mentoring can make a real difference in your Mentee's success and in happiness - but only if meet regularly with your Mentee! Make a commitment to meet with your Mentee once or twice a month. **DON'T BE AFRAID to bug them about meeting** - research shows they may be hesitant to contact you about meeting for fear of "bothering you," so take the lead on making sure the two of you stay on track.

\* **Top Stressors for Faculty.** Any idea of what types of issues provide the most stress for faculty?

- Lack of collegiality - Faculty who thrive and succeed typically spend about five hours per week networking and building collegiality through face-to-face visits, letters, phone calls and email with colleagues near and far. Help your Mentee plan some useful networking activities into their week.
- Negativity - Successful new faculty take an optimistic approach to their students, their colleagues, and their campus. Help your Mentee practice optimism and see opportunities and advantages in their situation.
- Unrealistic expectations - ever listen to your "self talk" to see how you are treating yourself and whether or not you are giving yourself credit for what you've already accomplished? Listen to your Mentee's self talk and help them keep the big picture in mind.

\* **Set Some Goals for Next Year.** April is Annual Evaluation time, so its a great time to stop and set some goals for next year. Encourage your Mentee to reflect on their accomplishments for this past year - what went well, what didn't, what got done and what got shoved to the side. Take some time with your Mentee to go over what they need to accomplish next year in teaching (which courses, curricular revisions and improvements, new teaching strategies or software tools, etc.), research (grant, publications, graduate students, etc.) and service (professional organizations, college committees, etc.) and think about steps to help them get there!

### **Mentoring Tip for March:**

\* Everyone wishes there was more time in the day! Given that it would be a sizable research project (which would eat up a LOT of your time...) to figure out how to create more time, you might want to think about how you *manage* your time instead. You don't have to be a poor time manager for information like this to be of value. There have been several times in my career when I have been forced to revise my previously successful time management techniques to accommodate changes in my workload, responsibilities, etc. Check out this great article on **Time Management** at the **ACE Department Chair Online Resource Center** ([http://www.acenet.edu/resources/chairs/docs/Hansen\\_Time.pdf](http://www.acenet.edu/resources/chairs/docs/Hansen_Time.pdf)). Check out other leadership resources on their site at: <http://www.acenet.edu/resources/chairs/index.cfm?section=1>