**Agenda**

**Academic Staff Mentoring Committee**

**Tuesday, September 13 9:30-10:30 am**

**Room 338 “Berkowitz Room,” Brogden Psychology Building, 1202 West Johnson Street**

Present: Weltin, Elder, Solcz, Barnes, Stephens, Gustafson

Absent: Burk, Gill

**9:30am Introductions and welcome Julie Kovalaske!**

**9:40am Facebook Demo (Weltin)**

[**https://www.facebook.com/groups/599877226859809/members/**](https://www.facebook.com/groups/599877226859809/members/)

***ACTION: Weltin will invite group to FB page post meeting. Weltin will add our FB and LinkedIn information to the Resources page.***

**9:45am Mentor/Mentee Match Update**

* Survey Timeline Discussion:
  + Weltin sent to past Mentor list week of August 15
  + Academic Staff Offices will send to Mentors and Mentees week of September 12
  + Due week of September 26
  + Group should each send out personalized emails to potential mentors they know
  + Group discussed that anyone who specified they would be willing do a group would automatically be in a group. Anyone who does not have a one-on-one match would be invited to participate in a group, unless we are able to find an additional mentor.

***ACTION: Matching will be reported out for October 11 meeting (Gustafson, Elder, and Barnes). Burke to report on responses as the survey goes on. Weltin will send Kovalaske email for mentee/mentors so she can include in her newsletter for supervisors and managers on campus.***

**10:00am Sub-Committee**

**Events Sub-Committee (Barnes, Burk, Weltin):**

This year’s priorities – continue to host Kickoff Event and programs throughout the year.

* Kick-Off Event (October 19, 2016 11:00am-1:30pm at Gordon Commons) Finalize program and times.
* Group discussed making SMART goals longer and making panel shorter. We would also like to have more time for Mentor/Mentee to discuss. Perhaps we could have panel and then another session of time to discuss something?
* Panelist ideas: Harry Webne-Berman, Kovalaske would also be willing to talk about Learning & Talent Development programs, Amy Fruchtman, someone from Patrick Sims, or last year mentor/mentee match. Group will look at old handouts in Box Kick-Off 2016 for ideas related to panel and discussion topics led by panel.
* Closing out of Kick-off: could we ask people if there are topics or questions they wish we would have covered and didn’t have time to for next year’s program.

***ACTION: Committee should start thinking about topics for panelists and what our purpose is for the discussion/panel (practice of mentoring – what does it mean?, resources, building relationships, climate and inclusion on campus). Weltin will send email to group with ideas and start of questions for panelists to start compiling. Barnes will create a Kick-Off Survey for us to send via email and bring to Oct. 11th meeting.***

**Mentoring Community of Practice Sub-Committee (renamed from Campus Collaborations Sub-Committee) (Stephens, Solcz)**

This year’s priorities – continue to develop the Mentoring Community of Practice by holding social events and/or meetings throughout the year.

* Stephens went through the goals the CoP set for last year: <https://docs.google.com/document/d/1iZgJsz_sdFMF5OPmvuyV4HYHWMO_VdKNXF8TFf6-dKA/edit>
* CLI survey: <https://uwmadison.box.com/s/fxwhi4u6lpqlu5snwmornm83vompe21s> some suggestions in the survey from last year include a book club and more events. Group needs to think about how many times they want to meet throughout the year.
* CLI game event <https://docs.google.com/document/d/1BYFg-J8L_ctnhzWtU9_M59jXeewgY-EJEOdh1DU2lGw/edit>

**Resources Sub-Committee (Elder, Gill, Weltin)**

This year’s priorities – share resources via the email list, LinkedIn and Facebook regularly.

**10:30 am Adjourn**

**Next ASMC meeting: Tues, 10/11/16 9:30-10:30 am**