**Agenda**

**Academic Staff Mentoring Committee**

**Tuesday, February 14, 9:30-10:30 am**

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

**9:30am Welcome**

Attendees: Barnes, Burke, Weltin, Elder, Gill, Gustafson, Solcz

Weltin will be out for the next two months so we will be looking for assistance in planning meetings and events.

**9:35am – 10:15 Dig into Qualtrics data from last event for ideas**

Accessible at <https://uwmadison.box.com/s/lnlw3ox0ckzi2eylglzn3xoz3g65cwqa>

Barnes gave a report on the survey responses. Majority of people said mentor/mentee time, panel were excellent. Several people said they would help for next year so Barnes will send us t contacts.

Ideas for next year: put mentor/mentee nametags on the back of their nametags/assigned seating and include ice breaker. Along with sending information out via email include handouts at tables. Need to look at different locations where we could have two meetings at once, or have mentors arrive first and meet and then mentees come after. Recruitment of mentors and mentees (what listservs could we send them to).

Schedule: Start announcement in June and reminders in Julye, mentor/matches completed by mid August, Kick-off Event in October. *If we would move this up to the summer is there a % of people that would miss out because of 9 month appointments?*

ACTION: Weltin will add save the dates in our calendars as place holders.

**10:15am - 10:30am Sub-Committee**

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

* Event with Shelly Vils Havel, the Performance Management Coordinator from OHR, will be presenting on delivering effective feedback on 2/23/17
* April Event – Weltin will reach out to Multicultural Student Center.

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

* What resource ideas do we have for this month?
* Some ideas to roll month-to-month (Gill will send out for March and April):
  + <http://www.ted.com/talks/celeste_headlee_10_ways_to_have_a_better_conversation>
  + <http://www.ted.com/talks/julian_treasure_5_ways_to_listen_better>

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

* + Event May 4, 2017. Will be meeting next month for planning.

**10:30 am Adjourn**

**Next ASMC meeting: Tues, 3/14/17 9:30-10:30 am**