**Agenda**

**Academic Staff Mentoring Committee**

**Tuesday, February 13, 2018, 9:30-10:30 am**

**Bascom, Room 55**

**9:30am – 9:35am: Welcome**

**9:35am – 9:40am: Approve minutes**

**9:40am – 10:10am: Update for Secretary of Academic Staff /follow-up discussion on different ways to fulfill the responsibilities of the committee**

Potential changes to 2018-2019 mentoring program

* Mentor database
* Mentor matching service
* Facilitate sharing of best practices across various campus mentoring programs

Implementation activities

* Add programs to our resource page for mentoring on campus that new staff can access any time
* Rework mentoring survey to make it a database entry
* Work with ASEC to create promotional flyer/application to recruit mentors.
* Use our resources website to build up materials for finding a mentor.

Inventory of campus mentoring programs (add page to website):

* DOIT
* Academic Advising
* School of Medicine and Public Health Mentoring Program (SMPH)
* Research and Sponsored Programs

**10:10am – 10:30pm Sub-Committee Sign-Up and Review**

**Events Sub-Committee (Weltin and Logterman)**

* February 21 Event
	+ Annette McDaniel and Wren Singer
	+ Mentoring relationships with facilitated discussions at individual tables.
	+ Could also include goal setting check-in/progress.
	+ Confirm location can accommodate number of registered attendees
* May Event Update
	+ Proposed mentor thank-you lunch followed by a cultural tour of UW-Madison from
* Future event topics:
	+ 5 Ways You Can Buy Happiness: Applied Research on Maximizing Your Well-Being by Christine Whelan, clinical professor of Consumer Science, School of Human Ecology.
	+ Reaching out to mentors and mentors to see what ideas they have or are interested in. A meeting would be used for feedback after soliciting anonymous suggestions.

**Resources Sub-Committee (Elder and Sebrosky)**

Potential calendar of resource topics to post in Facebook, LinkedIn and share via email:

* + February: Effective Feedback.

*Last year we shared* [*http://rapidlearninginstitute.com/blog/study-give-learners-effective-feedback/*](http://rapidlearninginstitute.com/blog/study-give-learners-effective-feedback/)

* + March:
	+ April: preparing for closure

*Several resources on our website at* [*https://acstaff.wisc.edu/professional-development/mentoring-resources*](https://acstaff.wisc.edu/professional-development/mentoring-resources)

* + May

**Mentoring Community of Practice Sub-Committee (Gustafson and Rooney)**

* Based on outcome of 2018-2019 program change discussions above:
	+ Potential meeting space for all mentoring programs on campus to discuss practices, shared events, and starting new programs
	+ Potential to adapt into a mentor-matching resource

**10:30 am Adjourn**

**Next ASMC meeting: 3/13/18 in 55 Bascom, 9:30 am – 10:30 am**