

University of Arkansas Libraries
Faculty Mentoring Program
Purpose and Scope

The library faculty mentoring program assists tenure-track faculty in their professional development and progress toward tenure. Faculty seeking promotion may also request a mentor. Mentoring will vary according to an individual's needs, but typically will include:

- Orientation to the culture and procedures of the Libraries and the University
- Direction in scholarship and service
- Guidance in the preparation of the annual reviews and dossier
- Other topics (such as performance) as mutually determined

The mentoring relationship is informal, and characterized by collegiality and confidentiality. Although the mentoring program promotes the success of tenure-track librarians, it does not replace individual initiative and responsibility. The mentor guides the mentee, but is not accountable for the mentee's performance or the outcome of tenure and promotion decisions.

Procedures

Mentors are drawn from volunteers from the tenured library faculty. A list of the mentor/mentee pairings is maintained and posted by the Library Human Resources Department. A mentor should have worked in the Libraries a minimum of two years. A supervisor may not serve as the assigned mentor to a tenure-track faculty member in the direct reporting line. This program should complement supportive relationships and collaborations with other faculty members, including the supervisor.

A mentor is assigned to a new tenure-track faculty member within several months of appointment by the appropriate director. At their first meeting, the pair will be joined by this director and the Head of Library Human Resources for a discussion of the tenure calendar and a general orientation to the process.

It is understood that needs or situations may change after a pairing has been assigned; therefore, either the mentor or the mentee may request a dissolution of the mentoring relationship at any time, and a new mentor will be assigned. Requests for changes may be made to either the Library Human Resources Department or to the appropriate director.

Acting as a mentor is included in the annual statement of duties and reported and evaluated in the "Service" area of a faculty member's evaluation each year.

Revised by FCC on April 9, 2008; approved by library faculty May 9, 2008.

Revised by Administrative Group on September 29, 2006.

Original document approved by library faculty on June 6, 2006.