COEHS Faculty Mentoring Guidelines
The Faculty of the College of Education and Human Services are committed to fostering a supportive
community that enables faculty to thrive, excel at teaching, and promote student success. To help
achieve these goals, this document provides departments guidelines for mentoring new faculty.
Mentorship is intended to help new faculty become acquainted with the logistics needed to get our
work done and help new faculty become excellent in teaching, scholarship, and serving the university
and the profession through service activities.
Mentors will take an active interest in mentees, offering both practical advice and strategizing with the
mentee about ways to build courses, promote student success,

Mentors should be accessible to discuss the mentee’s research, teaching, and service, and check in
formally at least twice per semester. Stay informed of the mentee’s progress and connect them with
resources to address areas of low productivity
Mentee Responsibilities
It is expected that new full-time and tenure-track faculty will take responsibility for their professional
development.
Mentees should use their mentor to help build a strong and diverse network within and outside of the
university. Mentees should take an active role in seeking the guidance of their mentor and using check-ins to ask questions about teaching, research, and service.
It is important to keep in mind that advice and suggestions offered by mentors are not directives.
Mentees must decide if the guidance offered is the right fit for their goals.
It is important to talk to your Department Head if the mentor relationship is not productive or needs to
be changed.
The formal mentor relationship is for one year.

Resources
VSU Center for Excellence in Learning & Teaching (CELT)
University of Illinois Urbana-Champaign
Arizona State
Columbia University