

## **School of Nuclear Engineering**

### *Junior Faculty Mentoring Program*

*Last updated, Dec. 15, 2017*

Career guidance and mentoring for junior faculty at the assistant and associate levels are critical to their success and strongly endorsed by the College of Engineering and Purdue University. Therefore, the School of Nuclear Engineering has established a voluntary mentoring program to create a supportive environment for junior faculty.

The goals of all mentoring programs in the College of Engineering at Purdue are as follows:

- To improve the success rate of junior faculty
- To ensure high morale and productivity, and therefore retention, of junior faculty
- To nurture collegiality between all engineering faculty
- To open communication lines between junior and senior faculty, with regards to information and procedures related to faculty affairs (including, but not limited to, promotion and tenure).
- To improve the quality of the departments/schools by nurturing the quality of individual faculty members and the quality of life in engineering.

After the junior faculty members' first semester at Purdue, mentors will be selected jointly by the junior faculty, the Head, and the senior faculty in the appropriate School area. An associate professor would be nominally expected to have two mentors at the full professor level. An assistant professor would have up to three mentors, two at the full professor level and one at the associate professor level. One mentor outside of the School is acceptable. The junior faculty member is expected to meet with his/her mentors once per semester or at least once per year, either individually or in a group setting. At least once a year the Head meets with all junior (untenured) faculty as a group and individually and provides written and oral feedback. The mentors can be present at the junior faculty's annual meeting with the Head, if requested by the junior faculty member. Some of the major objectives of the meeting with the Head may include laying out guidelines, expectations and the criteria for tenure/promotion, providing Head's feedback, and learning about junior faculty members' needs.

The mentoring process is an informal, collaboration-based arrangement between mentor and mentee. Areas of mentoring which include conveying expectations to mentors may include:

- *Tenure and promotion.* The mentor should provide the mentee with guidance related to the tenure and promotion process. This may include providing advice about the annual review process, focusing on the preparation of annual review documents and the development of appropriate strategies to address annual primary committee reviews.

- *Funding.* The mentor may assist the mentee in developing and reviewing proposals, interpreting internal and external funding announcements, responding to proposal reviews, and planning long term funding strategies.
- *Teaching and advising.* The mentor may provide information about teaching and advising strategies. Topics may include course management and development, graduate student mentoring, time management, and classroom teaching.
- *Networking and collegiality.* The mentor may advise the mentee about developing strategic relationships beneficial to the mentee's career and professional well-being. This may include providing introductions and/or information about meetings and conferences.

A list of all mentors/mentees is to be shared with all mentors. Mentors are to be encouraged (by the Head) to participate in mentoring education (workshops).

In general, the mentor should provide the mentee with his/her best advice in order to aid the junior faculty member along a successful career path at Purdue.