**Faculty PhD Mentorship Review Process**
**December 13, 2018**

<u>New Reviews</u>

1.  New faculty on a renewable term that is 3 years or less

All faculty who are new to Curry in a given academic year who work with PhD students will be granted co-mentor status until the end of their first renewable term.  This includes pre-tenure faculty, research faculty, and general faculty. The PhD Studies committee will review annual report data for these faculty with a sole focus on the mentoring and scholarship sections to make mentorship decisions. This review process will occur when pre-tenure faculty, research faculty, and general faculty go through the mid-tenure review process.

When a faculty member achieves mentorship status, if they have been co-mentoring a PhD student, co-mentorship will continue until the student graduates.

2.  New hires who (a) are pre-tenure and (b) will not have a mid-tenure review

All new faculty who meet the criteria for (a) and (b) and who work with PhD students will be granted co-mentor status until they nominate themselves for mentorship status or are nominated by their department chair. They can nominate themselves by checking the relevant box on the Faculty Annual Report.  The PhD Studies committee will review annual report data for these faculty with a sole focus on the mentoring and scholarship sections to make mentorship decisions.

When a faculty member achieves mentorship status, if they have been co-mentoring a PhD student, co-mentorship will continue until the student graduates.

3. New hires who are post-tenure regardless of rank; i.e., those who are hired without term

See #2 above

<u>Continuing Reviews</u>

PhD mentorship status term for any Curry faculty member lasts for 6 years. After the six-year term is completed, the PhD Studies committee will review the prior 3 years of annual report data to make a decision regarding continued mentorship status.

# PhD Mentorship Questions for Faculty Annual Report

**To be added to "Mentoring and Advising Tab"**

<u>Add Check-Box Question</u>

Check this box if either of the following apply:

1) You do not have full PhD mentorship status and you would like to be considered for full PhD mentorship status during the current school year
2) Your full PhD mentorship status is expiring this year and you would like to be reviewed for continuing PhD mentorship status

*If checked, then they will see all of the following*:

Please attach your CV as part of the PhD Mentorship review process.
- *[mechanism for attaching CV]*

<u>Open Ended Text Boxes</u>

- Number of publications that involved PhD students in the last year
- List each publication that involved one or more PhD students in the last year
- Number of conference presentations that involved PhD students in the last year
- List each conference presentation that involved one or more PhD students in the last year

- Have your formally served as a co-mentor for one or more PhD students in the last three academic years (i.e., including the current academic year)?
- If yes, briefly describe your approach to promoting your PhD students' growth and achievement through <u>one or more of the following</u>:

   --Provided opportunities or training in research and scholarship
   --Provided opportunities for teaching, mentorship, and/or professional service,
   --Describe how you have involved students in diversity-related research, initiatives, projects, and/or programs

<u>For Rubric: New Option for Advising and Mentoring</u>

3 – Meets Expectations: Sets annual goals with PhD mentees and reviews progress towards prior year's goals