

# Ball State Faculty Mentorship Program Agreement

The purpose of this form is to assist you in documenting mutually decided upon goals and expectations that will serve as the foundation for your mentoring relationships. This document is expected to be completed to meet individual needs.

Explicit focus of the mentor/mentee relationship is on supporting the mentee's academic career within the discipline and institution. However, no one sponsor can (or should) provide all forms of help. We encourage all faculty to also consider participating in our employee resource groups, as a "mentoring mosaic" is both desirable and practical.

- [1] *Goals and Expectations* (what you hope to achieve as a result of this relationship; e.g., gain a better understanding of skills necessary for success in academia, obtain knowledge of organizational culture, networking, leadership skill development, etc.):

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- [2] *Steps to achieving above goals and expectations* (e.g., meeting regularly, reviewing manuscripts/grants/teaching materials, discussing expectations for promotion, steps to achieving academic independence, etc.):

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- [3] *Meeting plan* (duration, and location/modality of meetings):

Availability restrictions/limitations should/can be explicitly specified.

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- [4] *Confidentiality*: Any sensitive issues that are discussed will be held in the strictest of confidence. Issues that are off limits for discussion include:

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- [5] Plan for *evaluating relationship effectiveness* (e.g., bi-annual review of mentorship goals, and outcomes/accomplishments):

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- [6] *Relationship termination clause*: In the event that either party finds the mentoring relationship unproductive and requests that it be terminated, we agree to honor that individual's decision without question or blame.

[7] *Duration:* This mentorship relationship will continue as long as both parties feel comfortable with its productivity or until: \_\_\_\_\_