

## **FACULTY MENTORING PILOT MEMORANDUM OF AGREEMENT**

In the interest of amicable employer-employee relations, the University and AFT Local 1796 agree to the following Faculty Mentoring Pilot Program for the 2023-2024 academic year.

In order to ensure a consistent experience for William Paterson students with respect to faculty mentoring, the University will implement a sophomore pilot program in Academic Year 2023-24 for the purpose of creating a best practice initiative.

Faculty mentors are an integral part of the Student Success Team that includes a professional advisor, faculty mentor, financial aid counselor, and career counselor.

Provost Powers outlined the number of faculty mentors needed for the pilot in the chart provided to Chairs on March 29, 2023. Pursuant to the plan, academic departments will identify their minimum number of faculty mentors needed for the pilot.

Mentors involved in the pilot program will be compensated at the rate of .125 credits for the three hour morning workshop on May 23, 2023, and compensated at the same rate for any additional required workshop(s) in preparation for the fall 2023 launch. Faculty mentors shall be provided a minimum of two weeks' notice of additional required workshops. Mentors will make every effort to attend additional required workshops but if unable to attend will not be penalized.

The anticipated mentoring time for the pilot will generally not exceed 20 hours a semester. Mentoring may vary over the course of the semester based on the rhythm of the academic year. Mentors are expected to engage, at a minimum, in the following tasks:

### **Role of the Faculty Mentor as a member of a student's Success Team**

1. Mentors meet once a semester, one-on-one with their mentees to provide support and guidance based on questions asked to the mentor by the mentee, or those asked to the mentee by the mentor. They are an additional support system. Informed by a set of student success related activities that help guide a students' success in college, the mentor engages in dialogue with the mentee on how the student is doing/experiencing college so far, and the major, offering referrals to support resources as/if needed. They are not responsible to provide degree audit reviews to check the recommendations of the professional staff advisors.
2. A mentor's responsibilities regarding the Navigate system are limited to highlighting whether or not the mentee is meeting with the mentor and documenting problems or concerns that arise, and intervening as appropriate to assist in problems or concerns raised by other members of the Student Success Team.
3. In addition to meeting mentees once a semester if the mentee is willing, the mentor will provide opportunities for their mentees to participate in one of a variety of group mentee experiences – any activity appropriate for students to help them better engage with faculty, their academic program, or the opportunities afforded by their major (e.g., panel discussion of alums talking about their careers, speaker event, talk by faculty about their career path, experience as an UG, and/or challenges confronted/overcome, attendance to

an academic-focused student organization meeting, etc.). The mentor is not obligated to attend these functions, but encouraged to do so.

The University recognizes that mentors may be held accountable for the specific tasks noted above, but cannot be held responsible for what they cannot control; some students may not actively engage as desired. The pilot is intended to engage these challenges in an effort to increase retention/student success.

Voluntary participation in this mentoring pilot will be valued and counted as department, college, and university service, and considered an important component in retention, promotion, range adjustment, and post-tenure review.

The University further recognizes that at the completion of this pilot, recommendations will be adopted and the University is obliged to resolve any and all issues between the Union and the University in accordance with the New Jersey Employer-Employee Relations Act.