

# AQIP Student Mentoring Committee

## Meeting Notes

**Project Charge:** *The Student Mentoring project will explore, study, and recommend the design of a mentoring program scaled to serve all MCC students and involving the entire campus community.*

**March 31, 2016**

**Location:**  
ML3012

**Time:**  
3:00 pm – 4:30 pm

**Co-Chairs:** Ronda Brinch

**Note Taker:** Amanda Burleson

**In Attendance:** Joi Callahan, Andretta Newton, Noel Roan, Lauren Ruffin, Jennie Welliver, Theron Williams, Amanda Burleson

**Absent:** Janette Cartagena, Nancy Metcalfe, Amy Witham

### **Agenda:**

1. Approval of previous Meeting Notes
2. Continue Discussing Problem Statement Questions
  - a. What challenges currently exist? (Faculty/Staff)
  - b. What is/are the current perception(s) of the problem? (Faculty/Staff)
  - c. What is the real problem?
3. Determine Agenda for Next Meeting
4. Next Meeting: **April 28, 2016 3:00 pm - 4:30 pm, ML3012**

### **Notes:**

#### **What Challenges Currently Exist?**

Faculty/Staff perception of challenges pertaining to start-up, implementation and involvement in student mentoring program:

1. Other commitments outside Mott
  - Time commitment - how much time to spend with students (mentees)
2. Lack of training
3. Boundaries: Physical, emotional
4. Physical space - where to mentor, location
5. Management/Supervisor buy-in
6. Liability, insurance
7. Voluntary/Pay/Release time/Engagement hours
8. Qualifications - Background check
9. Matching: Personality, career/academic interest, identifying needs, intake process
10. Length of commitment: time/length/number of students
11. Feedback, Steering committee, program improvement
12. Defining mentoring, clear expectations
13. Budget
14. Objectives (program and mentoring)
15. Dual relationships (mentee in the classroom)

16. Peer-to-peer?
17. How to measure success
18. Personal Safety, boundaries for mentors

Solutions/problem-solving:

1. Call other colleges
  - a. Time per student
  - b. Included in duties vs. volunteer
  - c. Engagement hours used for mentoring
2. Mentoring orientation as training for mentor
3. Insurance - liability
4. Needs assessment for mentee (what areas to they need help with/matching mentor)
5. No current student as mentee
6. Data collection
  - a. Recruit new mentors
  - b. Evaluate program success
7. Survey faculty/staff concerns about mentoring program

Institutional Goals:

1. Credit attainment
2. Retention
3. Completion

**Agenda for next meeting:**

1. Approval of previous Meeting Notes
2. *Continue Discussing Problem Statement Questions:*
3. *Points for consideration:*
  - a. *Process of elimination*
  - b. *What services already exist on campus?*
  - c. *What is missing?*
  - d. *What population to serve/already served?*
  - e. *What is the scope of the program?*
4. *What do we think the goal of the Mentoring Program should be?*
5. Determine agenda for next meeting.
6. Determine date/time for next meeting.