Marshall School of Business Mentoring Programs and Activities Summary

Department-specific mentoring:

- Research Brownbags (faculty, PhD students)
- Assigned Mentors (tenure track faculty, clinical faculty, PhD students)
- Annual Performance Assessments (beyond the APR) (tenure-track faculty)
- Mentoring Specific Meetings (faculty, PhD students)

School-wide mentoring

Orientation

- New Faculty Orientation (faculty, PhD students- separate sessions)
- Marshall Resources (electronic document) (faculty and PhD students)

Mentoring Guidelines in Faculty Manual (faculty)

- Guidelines for Department Chairs, mentors, and mentees address (a) formal mentoring procedures, (b) mentor/mentee matching, and (c) recommendations for specific populations (Chairs, Mentors and Mentees).

Mentoring Committees (faculty, PhD students)

- The Marshall Mentoring committee designs programs for mentors and mentees, assesses the success of the school at mentoring activities, and makes recommendations to Chairs and Vice Deans regarding mentoring. To date, this committee has emphasized mentoring of tenure-track faculty.
- The Clinical Faculty committee addresses issues of concern to clinical faculty members, for which mentoring in teaching is a part.
- The Marshall Undergraduate and Masters’ Program committees also address issues pertinent to faculty development in teaching.
- The Marshall PhD committee makes recommendations to the Director of the PhD program regarding mentoring activities relevant to PhD students.

Mentoring Website

- The website includes (a) links to articles, books and other resources on mentoring; (b) links to USC mentoring activities and recommendations; (c) videos of previously held faculty mentoring sessions and; (d) important University and School wide documents regarding promotion and tenure. The website is password protected. The reason why is that we have videos of faculty workshops, and it is not clear that the faculty presenters or those in the audience would like to have the content on the video released for public consumption.

Mentoring Sessions/Classes

- Mentoring sessions for tenure track faculty and PhD students included such topics as: (a) managing the 4-year review and tenure processes, (b) identifying co-authors and managing co-
author relationships, (c) developing a high impact research stream, and (d) managing the publication and review process. Doctoral students are invited to many of these sessions.

• Several sessions with mentors have been held. These sessions aim to address (a) best practices in mentoring, and (b) issues and considerations in the 4th year review and tenure processes.
• PhD students take classes that aim to enhance communication skills. Classes include “Foundations of academic writing”, “Conference papers and presentations”, “Career planning and development” are offered.

Teaching Workshops

• Faculty regarded as top teachers lead teaching workshops. Workshops on (a) Managing the First day of Class; (b) Managing Mid Term Feedback From Class and (c) Responding to Enhance Student Learning, and (d) Managing the Last day of Class have been held.
• A number of our faculty opened up their class to their colleagues who would sit in for one or more of their classes and then discuss the pedagogical objectives with the Professor after the class.
• All Marshall Ph.D. students who are preparing to TA or teach BUCO 637 (Succeeding as a Teacher).