

**CUL Mentoring Committee
Annual Report 2013-2014**

Prepared by Erin Eldermire, Sara E. Wright, and Sarah Young

Committee Members

Jackie Beal (ex-officio)
Carla DeMello (Treasurer)
Erin Eldermire
Tobi Hines
Tom Ottaviano
Devin Sanera
Sara E. Wright (Co-chair)
Sarah Young (Co-chair)

Overview

The mission of the CUL Mentoring Committee is to *facilitate and support the development of mentoring opportunities for all interested staff members.*

The committee is responsible for (1) recruiting members for the Mentoring Program; (2) matching mentors and mentees based on individual needs and interests; (3) supporting the mentoring pairs to ensure successful partnerships; (4) planning and scheduling networking and educational events; and (5) conducting an annual assessment of the program.

In 2013-2014, we:

- Matched 13 new mentoring pairs and 2 peer mentoring groups (3 people each) during the 2013-14 program.
- Partnered with the Cornell Team and Leadership Center (CTLIC) to provide three quality programs for mentoring participants, aimed at supporting and developing professional growth and mentorship skills.
- Sponsored and organized, with the help of the Library Forum Steering Committee & the Career Development Committee, a Speed-Networking event for all CUL staff.
- Initiated a 'New Hire Program', offering informal gatherings for new hires to introduce them to other CUL staff and campus life.

Assessment of Events & Programming

Mentoring Program: There was substantial interest from newer staff in the mentoring program. Once again, there were fewer mentor-level participants than necessary to support the interest of mentee-level participants and active recruitment of mentors was necessary. This was the first year for the peer group model, and feedback from participants in peer groups was positive. We will offer this option again next year.

CTLC Partnership: Feedback from the CTLC programs was consistently and overwhelmingly positive. A common criticism was the fact that these mostly 1-hour programs were too short given what we were trying to accomplish. However, our budget constraints and the cost of CTLC programming made longer programs impossible.

New Hire Programming: We offered four new hire events including bowling, a trip to the dairy bar, and two informal “Lunch and Conversation” events that were open to all library staff. Attendance was very low at these events (with the exception of Lunch and Conversation), however, there were a number of responses to invites from staff that indicated an interest and appreciation that these events were offered.

Ongoing Assessment Plan

We are currently developing, with the help of RAU, a survey for mentoring program participants (from all program years) and staff hired in the past two years. We hope these surveys will allow us to further develop the mentorship program, better assess the usefulness of the CTLC partnership, and create more effective support and programming for new hires.

Timeline

August 2013

- Returning committee members meet to discuss recruitment for fall; meetings with CTLC to plan for upcoming programming

October 2013

- Discussion of new committee structure, feedback from 2012-2013 program, and organization of the 2013-2014 program
- Program application revised, finalized, and sent to CUL staff

November 2013

- Mentoring Program sign-up deadline, November 1
- Committee forms and announces mentoring pairs

December 2013

- Mentoring program kick-off on December 6th, led by CTLC staff

January 2014

- Speed Networking event (open to all CUL); January 16, co-sponsored by LFSC

February 2014

- Second Mentoring Program event, February 28th, led by CTLC staff
- New Hire Event, Bowling, February 17

March 2014

- New Hire Event, Lunch and Conversation (incl. all CUL staff), March 27th

April 2014

- Planning for end-of-year event begins

May 2014

- New Hire Event, May 27th, Trip to Dairy Bar
- PSEC coordinated call for new committee members
- New committee members chosen for 2013-14 academic year
- New co-chair chosen

June 2014

- End-of-year event held June 20 led by CTLC with post-event trip to The Nines

August 2014

- New Hire Event, Lunch and Conversation (incl. all CUL staff), August 12th

Funding

Library Forum allotted \$1,000.00 to the Mentoring Committee for the 2013-14 budget. In addition, we were able to secure \$300.00 from CUL Human Resources which has a special fund for professional development programming.

Most funding went to the CTLC-led programming for mentoring participants. This has been a very positive partnership from the beginning and the quality of the programs is excellent. A common criticism however, is that the programs are too short (1.5 hours for the Kick-Off event, and 1 hour for subsequent events). Ideally, we would like to be able to hold three 1.5 hour events for mentoring participants.

Mentoring Committee expenditures for fiscal year 2013-2014:

Date	Transaction	Amount	Balance	Attendees
1-Jul-13	Budget allotment from Library Forum	\$1,000.00	\$1,000.00	
6-Dec-13	Mentoring Program Kick-off with CTLC	(\$280.50)	\$719.50	20-25 people

16-Jan-14	Mentoring Speed Networking	(\$75.00)	\$644.50	25-30 people
30-Jan-14	Additional Funding from CUL HR		<u>+\$300</u>	
			\$944.50	
17-Feb-14	New Hire Event – Bowling			4 people
28-Feb-14	Mentoring Program with CTLC	(\$420.75)	\$523.75	20-25 people
27-Mar-14	New Hire Event – Lunch & Conversation			8-10 people
27-May-14	New Hire Event – Dairy Bar			3 people
20-Jun-14	Mentoring Program End-of-Year Celebration – CTLC Programming and dinner	(\$381.12)	\$142.63	15-20 people
12-Aug-14	New Hire Event – Lunch & Conversation			8-10 people
Total Expenses			\$1157.37	

Future Plans

Erin Eldermire was chosen as the new chair of the committee. We plan to continue partnering with CTLC for our programming and work to implement new hire events at different times/dates/places in order to increase attendance. We will be surveying past and current mentoring participants as well as new hires, as described above.