

## **Biochemistry Faculty/Student Mentoring – A Guide for Faculty**

All faculty in our department will serve as faculty mentors for our students. You will be assigned mentees; your load will probably fluctuate between 4 and 6.

These are our objectives:

1. Create an atmosphere that will allow development of a real relationship between the faculty mentor and mentee. Ideally, faculty mentoring will include discussion about career goals, research plans, and general life issues.
2. For this to be truly effective, the faculty member should seek a real mentoring relationship with the student. This isn't truly possible in a half-hour per semester, but should still remain the goal. If the relationship develops, our hope is that contacts between mentor and mentee will not be limited to formal mentoring appointments.
3. Mentoring appointments typically occur near the beginning of the semester; before the student has met with his/her academic advisor (Sherry).
4. You will meet individually with your mentees. In addition, you may schedule a group meeting so your mentees can meet each other, but the individual meeting is required each semester.
5. Faculty/student mentors will sign a form indicating that a meeting was held and including some brief information about what was discussed.

The procedure:

1. Sherry will notify students that it is time to contact their faculty mentors about meeting and provide a template email for students to use.
2. You will have access to your mentees' academic record in myPurdue. Sherry will send information on how to access.
3. Sherry will send you a list (including photos) of your mentees.
4. During your appointment, please fill out the correct form (depending on the student's classification), sign it, and give it to the student to return it to Sherry.