Annual Report 2015
Mentoring Subcommittee – Professional Development Committee

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Committee members:
Lynn Cunningham
Shira Loev Eller
Darin Murphy
Mackenzie Salisbury

Leadership update:
Jessica Shaykett and Eumiee Imm Stroukoff rolled off the committee for their terms. Our incoming committee members are Darin Murphy and Mackenzie Salisbury. Darin and Mackenzie are both from art & design libraries, which gives the committee more diverse representation from different institutions types and geographies.

Activities:

Yearlong Mentoring Program Cohort 2015-2016
• This year was the first year that we themed the Yearlong Mentoring Program. The theme is leadership.
• For the 2015-2016 cohort, there are 9 pairs. We originally had 10 pairs, but one of the mentees dropped out because she was already in a mentoring program at the chapter level and decided to only do one of the programs. The subcommittee was able to pair a mentor with every applicant and no applicants were turned away.

Yearlong Career Mentoring Program
• The subcommittee separated the calls for mentors and mentees this year in order to give more time to find mentors. We only had three mentors volunteer via the call and this gave us time to find seven more mentors via targeted emails and phone calls. The individual forms made the pairing work by the subcommittee more efficient.
• This year, we made significant changes to the Workshop at the conference, bringing the mentors in earlier, adding more time for paired discussion and more active learning, such as mentees workshopping SMART goals with one another and mentees and mentors subsequently further refining those SMART goals together.
• The subcommittee reviewed the previous evaluations and participants overwhelming wanted more time with their mentor/mentee. We shifted most of the work about SMART goals to homework that mentees did before the workshop. We sent out some videos and worksheets explaining SMART goals and asked mentees to come up with 2-3 SMART goals. Jennifer and Shira worked with the mentees via email to further shape their beginning goals into SMART goals. Mentees were also asked to
read an article about goals and the mentoring relationship ("Begin with the End in Mind: The Goal-Driven Mentoring Relationship" by Lois Zachary and Lory Fischler). Mentees reported that doing this work before the workshop was helpful, but they would like more time in the future to craft SMART goals.

- Mentors received an email before the conference asking them to read an article about mentee goal-setting ("Facilitating Mentee-Driven Goal Setting" by Lois Zachary and Lory Fischler).
- Changes to the workshop were viewed favorably by the participants. We received mostly 5s and some 4s on the evaluation (on a 1-5 scale). Mentees commented that preparing the goals ahead of time and time to talk with other mentees was beneficial. Both mentors and mentees commented favorably about the guided discussion times. Anecdotally, mentors who had previously participated in the program appreciated the expanded time with their mentees.
- For the 2017-2018 Workshop at the New Orleans conference, the subcommittee is making further changes to the workshop and the program.
- We will further refine the workshop to see what can be moved to pre-workshop to further increase the face-to-face discussion time that the pairs engage in.
- The SMART Goals work done by the mentees will start earlier to give them more time to work on their goals.
- We will hold a conference call for the mentors a month before the conference to discuss mentoring and share tips and experiences.
- Because the conference is early in February, our timeline has to start earlier in order to accommodate the earlier conference date and our workshop changes. We will start the call for mentors in August, mentees in September, pair at the end of September, do SMART Goal work in October and November and the mentor conference call in January.
- We are also exploring two possible additional activities at the conference – an informal coffee half-hour with mentoring pairs and a mentoring program alumni meet-up. We’ll be discussing these with the Conference Planning Committee.
- The Mentoring Committee has worked with the Diversity Committee and we have agreed that the winner of the Diversity Conference Attendance Award will have a reserved spot in both the Yearlong Mentoring Program and the Conference Networking Program (if the winner chooses to do either or both).
- We will also be asking the Conference Planning Committee to drop the Mentoring Workshop off the registration form. We had two people show up for the workshop who had not applied for the program, despite all of the descriptions stating that you need to apply for the program. Given that we know our max amount of attendees, we can give that information to the Conference Planning Committee for scheduling rooms. We will also adjust our description for the program so that the first sentence states this information and that it is an application-only workshop.

Chapter Mentoring Program
- The Mentoring Subcommittee provides materials and guidance to Chapters interested in implementing a formal mentoring program at a local/regional level modeled on the ARLIS/NA Career Mentoring Program.
- 7 Chapters have implemented or are continuing the Chapter Mentoring Program: Mid-States, Mid-Atlantic, New England, New York City, Northern California, Southeast and Twin Cities.
- Ohio Valley had advertised their program, but did not get any takers and implemented mentoring on an informal basis.
- 2 Chapters remain interested but have not yet implemented: Southern California and Upstate New York.
- We will follow up again with the Chapters in the Fall.
• Shira Loev Eller attended the Chapter Chairs meeting at the Seattle Conference and discussed Chapter Mentoring and what the subcommittee could do to help facilitate mentoring at the chapter level.

**Topic-based Mentoring initiative**
• A new, more informal approach to mentoring that will target interests and needs of mid-career librarians.
• Jennifer Friedman attended the Retired Members SIG at the Seattle Conference to discuss this initiative with the SIG. SIG members were in favor of participating as topic-based mentors.
• We discussed that our subcommittee should work with the Membership Committee to see if we could add fields into the profiles of members to indicate if they were interested in being a topic-based mentor and what topics they would be willing to mentor in.
• The subcommittee will further discuss how this might work so that we can work with our board liaison to propose it to ARLIS/NA leadership.

**Conference Networking Program**
• Previously organized by the Professional Development Committee, this program shifted to the Mentoring Subcommittee for the Seattle Conference.
• There were 21 Conference Newbies and 13 Conference Guides. We had several Conference Guides that were asked to have two newbies and they graciously agreed to be the guide for two people.
• The subcommittee will investigate SignUp Genius (free tool, used by ACRL and RBMS) for New Orleans.
• There is still a great deal of confusion about the Conference Networking Program, including what it is, how it’s different from the Yearlong Mentoring Program and what the expectations are for both conference guides and first-time attendees. We are considering a name change, but would like to see the results of the next bullet point.
• We will be sending out a survey to the ARLIS/NA list to ask former participants of the Networking Program their expectations of the program and whether or not those expectations were met as well as their suggestions for improving the program.
• We are working on creating a guide on “How to Be a Conference Guide,” to help set expectations for guides and newbies and to give guides some ideas for what to do with their newbie.
• We are interested in working with Membership to develop a guide (whatever format seems reasonable) for first-time attendees that would be sent to them when they register and would promote the Conference Networking Program and give conference attendance tips.

**NDSR Art**
• The Mentoring Subcommittee is prepared to share workshop materials and provide guidance with the Curriculum Task Force to help them implement a mentoring workshop.
• The Subcommittee is also ready to help facilitate communication with local Chapters about supporting the Resident in their area.

**Other**
• The Subcommittee is planning on cleaning up their Google Docs workspace and transfer all final documents to Basecamp.
ARLIS/NA Strategic Directions:

Art Information Professionals
The Society shall support the evolving role of art information professionals through education, mentoring, and professional development opportunities that foster excellence and innovation.

Action Item: Yearlong Mentoring Program
Status: Ongoing

Action Item: Conference Networking Program
Status: Ongoing

Action Item: Topic-Based Mentoring
Status: Ongoing

Diversity and Inclusion
The Society shall promote diversity and inclusion within the profession including the makeup of its workforce, the design of services and programming, the development of intercultural fluency skills and competencies, and the practice of inclusive collections building.

Action Item: Diversity Conference Attendance Award winner
The Award winner will have a reserved spot in the Yearlong Mentoring Program and the Conference Networking Program.
Status: Ongoing