Today’s discussion focused on developing and strengthening faculty mentoring university-wide.

1) It was proposed that a handbook be created for mentors.

2) It was suggested that a centralized web-based space be dedicated to providing:
   - information about rank/tenure/promotion
   - frequently asked questions for mentors

3) It was suggested that a work group on mentoring be formed. This group would consist of members from the CFI Advisory committee and members from outside the committee.

4) It was recommended that the workgroup solicit input on what needs exist for mentors and mentees. Selected mentors will be invited to an informal discussion session to talk about what information and support they would like to receive as mentors. Tenure-track and extraordinary faculty will be invited to a separate discussion to identify questions new faculty have that are not answered by the current mentoring system. The findings of these groups would be used to develop ways in which to meet the needs identified, to generate material for the mentors’ handbook, and to create the FAQ page on the website.

5) Robert Bell will work on obtaining information about rank/tenure/promotion procedures for extraordinary faculty

6) Cathy Rogers will meet with the CSS dean and/or assistant dean to determine if creating a rank/tenure/promotion documents consistent with the HUNS version is feasible (Melanie McKay will obtain an updated version of the HUNS guidelines).