



Department of Family Development  
Ad Hoc Mentoring Committee

**April 2, 2008**

**7:15 a.m.**

Plaza Hotel and Suites  
1202 West Clairemont Ave.  
Eau Claire, WI 54701

## Minutes

1. Call to Order – Karen Dickrell
2. Welcome/Introductions -- **attending: Nancy Brooks, Michelle Tideman, Jane Schaaf, Mary Geissler, Karen Dickrell.**
3. Certification of Wisconsin Open Meetings Laws **Filed with Mary Detra in Madison.**
4. Review and Approval of March 3, 2008 Minutes – Marma McIntee **Tabled until next meeting.**
5. Additions to Agenda (discussion items only) **none**
6. Correspondence **none**
7. Department Document Review Committee Recommendations/ Any Updates?

**April 1, 2008 the bylaws will be emailed to all department members. They have another teleconference on April 11, 2008 .**

8. Department Meeting -- Proposal for afternoon workshop  
**Nancy Brooks will contact Molly and Joan to see if they are comfortable being a part of the panel.**
9. Mentoring Handbook -- Review proposed update  
**Discussion followed on several items. The title will read "Faculty Mentoring Handbook." We discussed citing the research on page 3 and will keep intact. Disc Indra information was added as appropriate. Nancy Brooks will make the final corrections and a copy will be sent to all members. It was decided to delete the evaluation (last two pages in the materials we reviewed) that had been included in the past.**
10. Working with SRP Committee – Next steps for discussion on needs  
**There is interest in working with the SRP in discussing mentoring needs as the SRP committee has discovered different aspects of the preparation of the portfolio. We are proposing a meeting in June or July with the meeting with SRP being in the AM and the Ad Hoc committee meeting in the afternoon. Karen will contact Faye Malek to discuss the meeting possibility.**
11. Discussion of the Next Steps and Responsible Parties  
**Web Page updates as they relate to mentoring and the revisions we have made in the document will be reviewed after the documents have been passed by the department. We also discussed how we might transition and bring closure to the Ad Hoc Mentoring committee. The**

**committee is recommending an end of summer “hand off.” Once the new vice-chairs have been elected. Perhaps we could have a transition meeting with the new committee of vice-chairs.**

12. Next Meeting Date

**Exploring a summer meeting with SRP and Ad Hoc Mentoring.**

**Adjourned at 8:05 a.m.**

**Karen Dickrell took the minutes.**

- Other individuals who would like to participate in this meeting should contact Karen Dickrell, Committee Chair at (920) 832-5121 at least 2 working days before the meeting. Persons with disabilities who require alternative means for communication and/or need a reasonable accommodation for disabilities or limitations should contact Mary Detra at (608) 265-9887 (the deaf or hard-of-hearing can call 711 for call relay) at least 2 working days prior to the event.

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