

Mentoring Committee summary minutes

January 2016

The Committee noted that 7 matches had been agreed by correspondence since the last meeting, and one further match was agreed at the meeting. A report was provided on latest statistics regarding participation in the scheme, and mechanisms to encourage more people to join as mentors (particularly senior staff) and mentees (particularly students) were discussed. Rotation of Committee membership was agreed - 3 members (Leanne Hodson, Erica Dall'Armellina and Chris Price) "rotated off" after serving for two years, and two new members (Vanessa Ferreira (CVM) and Chris Groves (OCDEM) were welcomed to the Committee. Advertising the scheme at the RDM symposium and repeat training sessions for mentors were also discussed.

April 2016

4 RDM matches were agreed at the meeting. Following a request from OxFEST (Oxford Females in Engineering, Science and Technology), RDM had agreed to provide mentors for their scheme, and an additional 4 matches were agreed. An update on participation in the scheme, by gender and grade was noted.

June 2016

Michaella Smart, RDM's mentoring co-ordinator presented a session at the UAS conference in April 2016 entitled "Shaping departmental cultural change via a departmental mentoring scheme". The session was well attended and received excellent feedback. As a result, a number of contacts have been made, providing advice to others on introduction of schemes, and opportunities for collaboration. It was reported that Professor Alison Banham, Chair of the Mentoring Committee, had been successful in a joint bid with Oxford Brookes to obtain support for establishing workshops to build a network of groups to share good practise in mentoring scheme growth and sustainability. 5 RDM mentoring matches were agreed. The scheme would be advertised at the students induction day, and Lynn Clee would give a brief presentation.

October 2016

Zahra Aboukhalil (D.Phil. student) was welcomed as a new member of the Committee. 7 mentoring matches had been agreed over the period since the last meeting in June 2016. Lynn Clee reported on progress against the Athena SWAN action plan, including efforts to recruit more senior staff to be mentors and more student mentees, and continued promotion of the scheme, via bulletins, newsletters, the new website and the RDM symposium.

February 2017

2 matches were agreed by correspondence, and a further 4 matches made at the meeting. The Committee also received updated data on numbers and relationships (102 mentees (including 20 students), 65 mentors, 65 active relationships, 39 closed relationships, enrolment around 20% of eligible staff. Plans for the stand at the RDM Symposium and the mentoring section of the new RDM website were discussed. An update was provided on the latest meeting of the STAMINA-EPSC IAA project.

May 2017

12 matches were agreed by the committee at the meeting, and 3 existing mentoring relationships were registered in April. The Committee received updated data on numbers and relationships (110 mentees (including 20 students), 77 mentors, 62 active relationships). Professor Alison Banham and Michaella Smart delivered a presentation on mentoring scheme structure and data management at a workshop as part of the STAMINA-EPSRC IAA project. Following the workshop, sfG Software Ltd, the company behind MentorNet, offered a trial of their product for our mentoring data management needs. The OLI, who is currently launching a coaching programme, is interested in co-purchasing the system with RDM. Chris Groves stepped down from the Committee, a new member is to be identified.

September 2017

2 matches were agreed by correspondence during the summer, one existing relationship was registered and a further 8 matches made at the meeting. The Committee received updated data on numbers and relationships (71 mentees (including 20 students), 79 mentors, 71 active relationships). Ruth Coleman joined the Committee, replacing Chris Groves. RDM and OLI are purchasing MentorNet for 2 years in the first instance. The system will be piloted by a few members before it is properly accessible to all registered members. Oxford Brookes University and RDM are submitting a £7.5k funding bid to the ESRC Impact Award for a series of 3 workshops for mentoring scheme coordinators and the development and sharing of resources, as part of the STAMINA network. Dr Anne Goriely and Prof Jan Rehwinkel agreed to share their mentoring experience at the launch of the School of Geography Mentoring Scheme.

November 2017

One existing relationship was registered and a further 6 matches made at the meeting. The Committee received updated data on numbers and relationships (79 mentees, 80 mentors, 79 active relationships). The committee discussed continuation of mentoring relationships beyond an initial 2-year period. The MentorNet system, once set up, should assist the coordinator to monitor the level of activity of any relationship, thus free any mentor when the relationship is not active anymore. The School of Geography launched their mentoring scheme on 06.11.2017. Both our mentors who attended the launch received extremely positive feedback on their contribution.

February 2018

7 matches were made at the meeting. The Committee received updated data on numbers and relationships (89 mentees, 82 mentors, 81 active relationships). Michaella Smart will promote the mentoring scheme at a dedicated stand at the RDM Symposium in March. Zahra Aboukhalil stepped down from the committee. A student representative needs to be identified to join the committee.