

Date: March 1, 2018

From: David Marshall, EVC

To: Department Chairs

Re: Summer Teaching Associate Mentoring Program

As indicated in the Call for Summer Curriculum, departments are again being asked to identify enough faculty mentors for *all* Teaching Associates teaching in the Summer term. This document clarifies the structure, operation, and goals of the mentoring program.

As part of the ongoing commitment to offer Summer Sessions courses in line with the recognized excellence of the UCSB curriculum, this mentoring program is intended to provide planning and pedagogical support to Teaching Associates throughout the session in which they teach and to contribute to the professional development of graduate students as university instructors.

All Teaching Associates must have available mentors who are either regular rank faculty or Continuing Lecturers. *Ideally*, the mentors should be:

- teaching during the same summer session as the associates s/he is mentoring;
- experienced in teaching during the compressed sessions of summer; and
- familiar with the subject matter or program area being taught.

Mentors do *not* need to be the dissertation directors of the concerned graduate students.

If your department does not have many Teaching Associates, you may arrange to have a faculty member in a cognate department serve as a mentor.

As a participation incentive, mentors will receive \$750 for a full group of 6-8 Associates (4-5 @ \$650; 2-3 @ \$500; 1 @ \$300). Faculty mentors may request the stipend as a cash payment or as a transfer into a research fund. In no case shall the stipend exceed \$750.

Mentors will be asked to:

- take part in an orientation session during Spring Quarter;
- review course syllabi of associates;
- meet with their group of up to 8 Associates once before the term and 2 times during the term (these are intended to be group discussions rather than one-on-one consultations);

Please submit your faculty mentor list to Summer Sessions, via Denise Belanger (d.belanger@summer.ucsb.edu) by May 1st. If you have already provided this information, please disregard; however, please do provide us updated information if your mentor list changes.

Summer Sessions mentors will have available for support Dr. Mindy Colin, Instructional Consultant from Instructional Development. Mentors will also have access to a GauchoSpace site that will provide resources and serve as an ongoing forum for addressing any issues or points of interest that arise.