



SAN DIEGO STATE
UNIVERSITY

MENTORING MEETING DISCUSSION ITEMS

The following has been adapted from materials developed by the College of Professional Studies and Fine Arts as a list of essential items that should be discussed with probationary faculty members during meetings with chairs, directors, or mentors.

Year	Semester	Discussion items
1	Fall	<ul style="list-style-type: none">• Teaching methods – including course syllabi• First semester classroom experience• Teaching resources on campus• Department and college policy and governance documents• Professional growth five-year plan, including grants and funding• Service expectations• Teachings schedules and loads for subsequent semester
1	Spring	<ul style="list-style-type: none">• Everything listed in the previous semester• Course evaluations - written comments and statistical information• Innovations or improvements to teaching• Attendance at RTP workshops held annually in Spring• Overview of RTP process• Review materials required for periodic evaluation• Identify other faculty members going through the RTP process for co-mentoring• Identify other faculty members that might assist the mentee in research/creative activity agenda and long-range professional growth plans
2	Fall	<ul style="list-style-type: none">• Everything listed in the previous semesters• Review a sample successful RTP case – including the One of a Kind file
2	Spring	<ul style="list-style-type: none">• Everything listed in the previous semesters• Create and/or review the Candidate’s Statement to be included in RTP file in the coming years
3 - 6		<ul style="list-style-type: none">• Everything listed in the previous semesters• Develop plan for strengthening the RTP documents for the coming year