

Women of Excellence Giving Circle Grant Application

Xavier University Mentoring Program

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Supervisor – Mrs. Jennifer Franchak: 

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Xavier University Mentoring Program

Amount of Request: \$4000.00

Abstract:

The Xavier University Mentoring program is less than two years old yet has had some success despite modest funding. In 2008, the XU Mentoring Program was launched with a \$0 budget. This past year, \$3,125 was set aside for a social event and campus-wide marketing but this was not enough. Awareness campus-wide continues despite a lack of funds. In most cases, this resulted in another office/organization paying for an event. Evaluations from mentors and mentees indicate a demand for more social events. Since mentoring is often conducted in private one-on-one settings, these funds will bring this unique community together. In addition, mentors have requested programs specifically to unite one another. Mid-year and end of year evaluations will be conducted to determine the program's effectiveness. The monetary support will not only enhance the XU Mentoring Program but will help put it on equal footing financially with the Executive Mentoring Program.

Budget:

Xavier University Mentoring Program

Item	Amount	Expenses
Fall Mentoring Social (for students & mentors)	\$450.00	Food & 3- \$25 gift card giveaways
Individual Networking		
- Mentors	\$400	\$200 for each semester for a reception
- Students	\$400	Attending two social events on campus as a group (one event each semester)
Educational program for mentors (offered once a semester)	\$100	Photocopies for program materials
Mentoring Advisory Board (to meet three times a year)	\$100	Snacks and refreshments for meetings
Annual Mentoring Luncheon	\$2,500	Food, audio/visual and lighting at Cintas. (The other \$2500 will be supported by the Career Services Center).
Midwest Cooperative Education & Internship Association Conference	\$50	Photocopies for program handouts; conference registration is free since I'm on the MCEIA conference planning committee

Total expenses: \$4000

Supplemental Justification for Food Expenses:

Student and mentor evaluations have indicated the need for more programs to bring the group together. This is evident in their feedback from fall 2008 and spring 2009 below:

- It may be helpful to schedule activities on a periodic basis, perhaps quarterly or even once per semester to facilitate social interactions between mentors and mentees. It could be something as simple as maybe an ice cream social, for example, but something.
- Holding more events for the mentor/mentee, keeping in mind the mentors more than likely are employed during the day. Also, I am interested in knowing if there are plans to diversify the speakers for presentations and if there is a board of some sort.
- Continue to schedule various programming on campus or in the Cincinnati area relating to the program, career goals, etc. that both mentor and mentee can attend.
- (It's difficult) not being connected with other students who are in the mentor program; not knowing what other students are doing with their mentors. Maybe the program could offer a meet-and-greet night.
- More workshops designed to have all the mentees/mentors together, i.e. a mentor Christmas party.
- Hosting more mentor-mentee events.

Target Audience

Liberal arts students

The Xavier University Mentoring Program is available to all undergraduate non-business students. In order for students to be successful and have a competitive edge amongst their peers here at Xavier as well as at other institutions, it is of utmost importance that students pursue mentoring opportunities. Unlike many business students who are able to see their majors translate to the working world, many liberal arts students are unaware of the ways in which their major can be used for internship and career opportunities. This program seeks to engage liberal arts students to open their realm of possibilities in a unique way.

Program History & Description

The XU Mentoring Program is not a traditional mentor program whereby mentors counsel and nurture a student on academic growth or personal direction. This program goes beyond these fundamental activities by offering students professional development with regards to résumé writing, networking and career connections. The goal of this program is to give Xavier students a viable and effective network of contacts to assist them in their academic planning and career endeavors. The notion of someone giving of their time to help guide, assist and provide support to another is philanthropic in nature and speaks to the mission and purpose of the Women of Excellence as well as the Giving Circle Grant and overall mission at Xavier. Mentors are creating success stories at Xavier and in turn, it is hoped that these students will serve as mentors to students in the future.

Since April 2008, the Career Service Center (CSC) and representatives of the Women of Excellence Mentoring Subcommittee have worked tirelessly to bring mentoring to all non-business students at Xavier. This program came to light due to the overwhelming success of the Executive Mentoring Program in the Williams College of Business and since then, students have advocated for a similar program. Almost two years later, the Xavier University Mentoring Program has nearly 110 mentoring matches with a total of 217 mentors and students participating. This program has received moderate success despite having a low budget this past year and a \$0 line item budget in 2008. Some important things to note:

- Many of the programs and marketing efforts that have taken place these past years were subsidized through collaborative efforts from many on campus partners including: The Women of Excellence and their Mentoring Subcommittee, the Parent's Advisory Council, the Women's Center, TRiO- Student Support Services, Athletic Advising, Student Retention, Social Work department, Criminal Justice department, and employers such as The Nielsen Company (which hosted a mentoring information session over lunch for their employees), and the Cincinnati Children's Hospital Nurse Recruitment program which orchestrated 16 nursing student matches.
- To help coordinate the XU Mentoring Program's administrative functions, Sarah Mock, Director of Internships and Executive Mentoring, offered to share the framework for her web-based mentoring database. The costs for these enhancements were absorbed by the Executive Mentoring Program. The Women of Excellence website subsequently hosted an online mentor application form, again, without any fees charged to the CSC.

In May 2009, a \$3,125 budget was presented for program enhancements for the 2009-2010 academic year and was approved by then-Director, Sheila Spisak. These included: a new mentoring database and website which created an identity for the program, marketing postcards and posters to enhance on-campus visibility to students, staff, and faculty and a fall mentoring social.

2010-2011 Objectives and Evaluation

Though I have had a 54% increase in student participation this year, looking ahead to 2010-2011, the prevailing need requested by both mentors and mentees continues to be more social and educational events. In order for the XU Mentoring Program to meet the demands of mentors and mentees and be equitable with the Executive Mentoring Program, I am requesting these additional funds. Due to limited operating budget dollars in the CSC's annual budget, this funding is essential to increase participation and improve overall quality in the XU Mentoring Program.

As was seen in the justification of expenses on page three, both mentors and students continue to request social events to bring both groups together as well as individual socials to commiserate. Meeting the mentor's needs is necessary to retain members and maintain satisfaction. Making the program more invigorating for students increases mentee applications but also helps to retain students at Xavier. The two socials each semester for both mentors and mentees will remain the same as this past year: the Fall Mentoring Social and the Annual Mentor Luncheon (formerly the Executive Mentoring Luncheon). New events planned for 2010-2011 include the individual networking events hosted on campus and an advisory board. Many mentors requested a formal meeting to network with one another, share stories, and exchange ideas. Most responses from students indicated a social event to attend such as basketball or a theatre performance. Any funding received from the Women of Excellence Giving Circle Grant will be acknowledged on marketing materials prior to and during these events.

Having professional and student representatives from the Mentoring Advisory Board will be helpful in developing programming that will be highly attended. Taking a cue from the Executive Mentoring Program, which established an advisory board of 22 members and one chair to help with long-term goals and program improvement, I envision a similar advisory board. The XU Mentoring Advisory Board will consist of 10 individuals, both mentors and mentees, to provide insight and direction. Since many mentors live outside of the Cincinnati area, they too would be eligible to serve on the board as meetings can take place through online means via Skype. Overall, the mentoring board is fundamental to help provide programming feedback and guidance regarding the future of the Xavier University Mentoring Program.

Success is not always defined in terms of quantity, and I've realized that I'd rather develop a quality program with integrity than to solely focus on increasing participants. However, quality programs can result in higher participation, which I have been able to show since 2008. Therefore, it's reasonable to assume another 75-100 student participants will be active in this program by the end of the 2011 academic year through the efforts mentioned above.

Each year I conduct an evaluation of the mentoring program and ask mentors and mentees how to best enhance our services. I'll continue to do this and assess the ways in which these additional resources requested have proved beneficial. To communicate our anticipated continued success, I would like to present to professionals in higher education how to integrate mentoring within their career services offices. The Midwest Cooperative Education and Internship Association will host their annual conference in October 2010. With the recent development of the XU Mentoring Program website, I have been asked from colleagues around the country about the XU Mentoring Program. Therefore, I feel the need to share my blueprint for success and will recognize the Women of Excellence as well as the Giving Circle for their generosity with regards to time, mentor and student recruitment and the financial assistance being requested. Lastly, if funded, I am willing to speak at any Women of Excellence event to share the impact the Giving Circle Grant has made with regards to increased student and mentor participation and satisfaction.