

Department of Obstetrics & Gynecology Faculty Mentoring Plan

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I. Purpose and Overview

The Department of Obstetrics & Gynecology is committed to fostering a culture of mentorship and faculty development that supports faculty achievement across clinical care, education, research, and leadership. The established mentoring plan is a keystone in the department’s vision to support each faculty member to achieve professional success and fulfillment.

The Obstetrics and Gynecology mentoring plan is centered around three goals, all intended to facilitate the professional growth and advancement of faculty within the department while remaining flexible and responsive to individual needs. The plan utilizes a multi-tiered approach to achieve the following goals.

Goal 1: Foster a departmental culture that is supportive of academic success and promotion.

Goal 2: Raise awareness among all departmental faculty of institutional promotion criteria and timelines and opportunities for faculty development.

Goal 3: Provide flexible but tailored mentoring for each faculty member.

II. Description of Mentoring Plan

To support the implementation and success of the Obstetrics and Gynecology mentoring plan, the Chairperson has designated two faculty members to act as mentoring champions and also recommends faculty to serve on the College of Medicine’s [Appointment, Promotion, and Tenure \(APT\) Committee](#). Together, these key faculty work to periodically review and update the mentoring plan, facilitate the activities designed to meet the overarching goals of the mentoring plan, and periodically evaluate the effectiveness of the plan.

Mentoring Champions:
Angela Dempsey

Gene Chang

APT Committee Members:

Gweneth Lazenby

Ashlyn Savage

The Department has outlined multiple activities to support each of the three over-arching goals for the Obstetrics and Gynecology mentoring plan. Collectively, these activities are intended to establish a coordinated, multi-faceted, and flexible mentoring framework that responds to the evolving and diverse needs of faculty members and provides relevant guidance and resources across stages of career development.

Foster a departmental culture that is supportive of academic success and promotion.

- ✓ Provide multiple touchpoints in which faculty receive information about the importance of and process for promotion and tenure. Examples of these touchpoints include periodic emails and newsletters, sessions at quarterly faculty meetings, and group mentoring sessions.
- ✓ Enroll professors across divisions in mentoring activities to capitalize on and disseminate senior faculty wisdom for those more junior.
- ✓ Strategically include information about the department mentoring plan, promotion and tenure process, and leadership opportunities in the department's onboarding information.
- ✓ The Department provides professional allotment funds for each faculty member to support attendance at professional meetings or procurement of resources needed for professional growth.
- ✓ The Department supports academic and administrative leave in alignment with the [faculty handbook](#).

Raise awareness among all departmental faculty of institutional promotion criteria and timelines and opportunities for faculty development.

- ✓ Send a promotion "newsletter" to department faculty regularly with links to resources to include MUSC promotion and tenure guidelines, AAMC resources related to promotion, APGO resources, sponsorship prompts and articles, and tips for ways to get involved in departmental and institutional committees.
- ✓ Include information about promotion criteria, the process for promotion, faculty development, and mentoring in faculty retreats and meetings.
- ✓ Host Q&A sessions for faculty in person and/or virtually to demystify the promotion criteria and process and facilitate peer mentoring.
- ✓ Broadcast announcements for faculty development opportunities or open leadership positions.
- ✓ Create a catalogue of departmental and institutional leadership roles, committees, and development opportunities with easy access for faculty.

Provide flexible but tailored mentoring for each faculty member.

- ✓ Individual faculty members are strongly encouraged to identify a more senior faculty member to serve as a mentor and meet with them regularly to discuss career goals, track progress toward these goals, and identify strategic activities for professional fulfillment

and advancement. If a faculty member has difficulty identifying a mentor or sustaining a mentoring relationship, the department's mentoring champions can facilitate one on their behalf.

- ✓ Faculty who are considering promotion are invited to schedule a promotion review with one of the mentoring champions. This review serves to identify readiness for promotion based on review of the faculty member's CV, identify gaps in readiness for promotion, provide strategic suggestions to resolve existing gaps, and review the promotion packet and process together to ensure faculty member understanding.
- ✓ Each faculty member has a formal annual review in which they should discuss career goals and progress with departmental leadership as well as resources needed for their continued success.

III. Measures of Effectiveness

The Obstetrics and Gynecology mentoring plan has been envisioned as an adaptable framework that can periodically be modified in response to evolving and diverse needs of the faculty. The proposed measures of effectiveness include:

- ✓ Faculty satisfaction as determined by a periodic survey to department faculty
- ✓ Promotion rates and timelines, to be periodically reviewed with department faculty
- ✓ Data on faculty attrition
- ✓ Formal and informal feedback from faculty on mentoring sessions

IV. Tools for Mentees and Mentors

- A. [Department of Obstetrics and Gynecology Promotion Guidance](#)
- B. B. Key resource links
 - a. [MUSC Promotion and Tenure Guidelines](#)
 - b. [MUSC Promotion Packet](#)
 - c. [MUSC Faculty Affairs, Development, and Wellness](#)
- C. [Guide for mentor-mentee meetings](#)