

## The Role of the A & P Committee in Mentoring Untenured Library Faculty

A&P will meet with untenured faculty to discuss issues and procedures, including the formal mentoring process, relating to reappointment, promotion, and continuing appointment. The meeting should take place before the first evaluation for reappointment.

Each candidate for promotion will be assigned a committee consisting of three tenured librarians to act as a mentoring committee. The members of the mentoring committee will be chosen by the ~~Library Director in consultation with the candidate~~ candidate, the candidate's supervisor, and the A&P Committee. The names will be sent to the Library Director, who sends a letter to the Provost. The mentoring committee should be in place by the beginning of the candidate's second year as a member of the library faculty.

In order to support these activities, A&P should receive a copy of the letter sent to new librarians that lists important dates relating to their evaluations for reappointment, promotion, and continuing appointment.

In addition, for A&P to play a constructive role in the promotion and reappointment process, a copy of the supervisor's evaluation and the Faculty Achievement Form should be made available to the committee with the consent of the candidate. A&P should see the Evaluative File as well as the Biographic File.

A&P will organize one or two open meetings every year to discuss the promotion process. Librarians with continuing appointment will be asked to share their thoughts and experiences about the process.

Approved the the Library A&P Committee on 2/26/2002.  
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