

## **Mentoring Excellence & Diversity (MEAD) Advisory Committee Terms of Reference**

September 2022

The University of Toronto Scarborough (UTSC) **Mentoring Excellence and Diversity Advisory Committee (MEAD)** is a multidisciplinary group of faculty and librarians who advise the UTSC Vice-Dean Faculty Affairs, Equity & Success (VDFAES) on strategic approaches to faculty and librarian career trajectories, mentorship and coaching, and professional development.

MEAD recognizes and supports the need for collegial collaboration, research and teaching innovation, job satisfaction, a culture of excellence, leadership, and timely career progression at all stages of the academic career. The MEAD Advisory Committee seeks to address and ameliorate inequities and injustices that shape the experiences of faculty members and librarians from groups underrepresented in, and historically excluded from, the academy, including (but not only) women, Indigenous peoples, Black people, racialized people, people with disabilities, and LGBTQ2SIA+ people.

Drawing on the work of the [National Center for Faculty Development and Diversity](#), the VDFAES and MEAD recognize that meaningful faculty and librarian support requires a network of colleagues, sponsors, editors, and role models located within and outside of the university. Mentoring relationships—one focus of MEAD—include traditional one-on-one mentoring, peer-to-peer and near-peer mentoring, and mentorship networks.<sup>1,2</sup> Mentorship—indeed VDFAES efforts broadly—should ensure faculty and librarians have access to opportunities, feedback on their ideas, a sense of mutual accountability, professional development opportunities, and emotional support.

### **Functions and Responsibilities**

With this mandate in mind, the business of MEAD includes the following:

- Advise the VDFAES on matters related to faculty and librarian career trajectories, mentorship and coaching, and professional development;
- Help ensure that VDFAES efforts address the experiences of faculty and librarians who are Black, Indigenous, racialized, LGBTQ2S+, women, those with disabilities, and other members of equity-deserving groups;
- Support calls for and adjudication of proposals for VDFAES funding, including (but not only) [Mentorship Initiative Fund](#) proposals;
- Represent and advocate for faculty needs and interests at UTSC and the University of Toronto more broadly; and
- Support the VDFAES in their advocacy role.

---

<sup>1</sup> [Faculty Mentoring Models and Effective Practices, Hanover Research, 2014 \(pdf\)](#).

<sup>2</sup> [Centre for Teaching Support & Innovation. \(2016\). Faculty Mentoring for Teaching Report. Toronto: Centre for Teaching Support & Innovation, University of Toronto.](#)

MEAD will meet as a complete body four times each academic year, in the Fall, Winter, and Spring. Subcommittees may convene at additional times to conduct additional business—for example, to adjudicate funding proposals or to advise the VDFAES on a particular initiative. Logistic and administrative support will be provided from the Office of the Vice-Principal Academic and Dean.

## Membership

Total membership is 10-21 faculty members and librarians of which up to six members are *ex officio*.

### *Ex-Officio*

- VDFAES
- Director, Centre for Teaching and Learning
- Director, Equity, Diversity & Inclusion Office
- Head Librarian, UTSC
- 2 Academic Chairs

### *Advisory Committee*

MEAD Advisory Committee membership will consist of librarians and faculty drawn from across all Academic Units. All members will normally be full-time employees. Faculty will normally be at the rank of Associate Professor or Professor and be members of the Teaching Stream or Tenure Stream. Librarians will normally have permanent status and be at the rank of Librarian III or IV.

The VDFAES will widely distribute a call for nominations to all Academic Units and the Library each Fall. Nominations or self-nominations will be accepted and adjudicated by the VDFAES, who will make a recommendation on appointment to the Vice-Principal Academic & Dean. In soliciting and adjudicating nominations to MEAD, the VDFAES should strive for a committee that represents the diversity of the UTSC faculty and librarian complements. Membership should be drawn equitably from the Teaching and Tenure Stream and with balanced representation across disciplines, fields, and roles.

### *Terms*

Members will commit to a 2-year term, renewable for two additional years with the approval of the Vice-Principal Academic & Dean and in consultation with the member's unit head. Members' terms will run 01 October to 30 September.