

## SECTION 3. Board and Board Members

### 3.3 Mentoring Program

#### 3.3.1 Objective:

The board of governors mentoring program is designed to help integrate and engage new board members from the very start of their board service. The mentoring program is an efficient way to share knowledge and develop cross-functional understanding. It also reduces the learning curve of new board members and makes them feel welcome and able to engage productively early in their board tenure.

#### 3.3.2 Specifics for Mentor:

A mentor is defined as a trusted and experienced advisor who has direct interest in the development and education of a mentee. A mentor agrees to the following:

- Contact the mentee before his/her first meeting to offer an overview of the CSU, Chico University Foundation Board of Governors and its committees (in person, phone and email).
- Create a supportive and trusting environment.
- Stay accessible, committed and engaged with mentee (in person, phone and email).
- Keep in close contact with the mentee during the first few meetings to answer questions and assure a comfortable transition.
- Introduce mentee to fellow board members and staff.
- Serve as a coach during the board meetings & orientation.
- Respect the mentee's time.
- Contact the Foundation Chief Executive Officer (CEO) with any questions or concerns.

#### 3.3.3 Specifics for Mentees - Expectations of the Mentee:

A mentee is defined as someone who has a mentor, with the objective of developing their knowledge base to be an effective board member. Mentees agree to the following:

- Be accessible to the mentor (in person, phone and email).
- Commit to development by working with mentor to learn about the CSU, Chico University Foundation Board of Governors and its committees (in person, phone and email).
- Build a supportive and trusting environment.
- Actively listen and ask questions during meetings.

- Seek advice, opinion, feedback and direction from your mentor.
- Participate in board meetings and events.
- Give feedback to mentor on what is working or not working in the mentoring relationship.
- Contact the Foundation Chief Executive Officer (CEO) with any questions or concerns.
- Respect your mentor's time.

### **3.3.4 Time Commitment**

- The mentoring relationship will last twelve months. The CEO's office will assure that mentees are seated with their mentors at Board meetings, orientation and at the Board dinner.

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