

Committee: Mentoring Committee

From: Sue Robinson scrobinson@golder.com

Date: November 2, 2010

Report period: October 2009 to October 2010

Goals of committee

- Plan and recruit speaker for the annual Women In SETAC luncheon to be held at 2010 Annual Meeting in Portland
- Retool the 2009 inaugural event, SETAC Unveiled for the 2010 meeting.
- Complete the modifications to the Mentoring match site at communities.setac.net and announce it to the SETAC membership
- Plan new event(s) for SETAC 2011, including (but not limited to) “lunch with a mentor”.

Accomplishments

- The Board-approved Mentoring Committee SOP prepared in 2009 was posted to the Mentoring Community site.
- Difficulties with use of the Mentoring Community website in 2009 prompted a need for a more transparent website layout. Jason (SETAC) worked with subcontractor to map out the interactive functioning of the Mentoring Community website, which was discussed in a special Mentoring Committee webinar held in March.
- Abby Benninghoff, Outgoing Committee Chair, took on the task of identifying a speaker for the Women in SETAC luncheon. Dr. Stacy Harper, Assistant Professor in Nanotechnology from Oregon State University will be this year’s speaker. She will discuss “Integrative Strategies to Forecast the Environmental Fate and Impact of Nanomaterials”
- A subcommittee comprised of Sandeep Mukhi and Brian Mulhearn spearheaded the coordination of SETAC Unveiled for 2010. The inaugural 2009 Unveiled was moderately successful but the presentation format proved to be too lengthy and as a result it was difficult to keep people in the room and listening. This was the impetus for “retooling” Unveiled to a format not unlike the “interactive poster presentations”.
 - During the Spring 2010 Committee Conference call, it was suggested that the idea for an interactive poster be used but that the focus rotate year to year on either NA Committees or Advisory Groups. For 2010 the focus will be on NA Committees.
 - The venue for the event in 2010 has changed and it will be held at a booth sponsored jointly by the Mentoring Committee and the Membership Committee rather than a separate meeting room (as in 2009). Posters will be displayed at the joint Unveiled/Membership booth with each poster containing information on Committee purpose and goals, annually sponsored events, committee membership information, committee news for 2010, current leadership, and contact information for those interested in joining. The subcommittee gathered the Committee poster information and the SETAC office (Sabine) prepared the posters. The poster event will run from Sunday evening (opening reception) through Tuesday evening’s poster social. A Wii game will be featured at the booth to draw people in to play and also learn about SETAC NA Committees and SETAC membership. Players scores will be recorded and the Wii game will be given away during Wednesday night’s poster social to the individual with the highest score. . Information on Advisory Groups will also be provided at the booth but not in the featured “Unveiled” poster format. Unveiled is another great opportunity for general members to meet some of the key leaders in the organization (Board Members and SETAC World Council members will be some of the many volunteers manning the booth during the three days it will be manned), learn about the structure of SETAC and how they can become more involved.
- General Membership survey (hardcopy) was made available during Committee-sponsored events in 2009, including Unveiled and Women in SETAC Luncheon. The survey queried members to identify their affiliation (industry, government, academic, etc), stage of their current career (student, early-, mid-,

late- or post career professional), type of mentoring they would like to receive (technical, career building, conflict management, education/teaching skills, leadership practices, ethics/conflict of interest issues) and type of mentoring they would like to offer (same categories as receiving mentoring). 17 surveys were filled out. The results were varied but almost every survey had most of the category boxes checked for “receiving mentoring”.

Outstanding Committee Issues/Concerns

- Only a few members are particularly active on the Committee though the table of members (below) might suggest otherwise. With the pending leadership change in 2010 (we need a new Chair and Vice Chair since our Vice Chair cannot assume Chair responsibilities) new membership is needed to ensure there are enough people to step up to leadership and leadership support positions. This will be a topic of discussion at the 2010 Committee business meeting.
- SETAC Unveiled. This year a co-sponsorship with Membership of a joint booth space did not work very smoothly. This will need to be improved if joint sponsorship continues next year. The Mentoring Committee should discuss continued interest in the Unveiled event (most believe it is valuable) even though there appears to be a lot of overlap with what the Membership Committee already does. This is not necessarily a negative and could foster increased co-sponsorship in the future if it can be smoothed out a bit better. Mentoring should also discuss whether we should also broaden the focus of Unveiled to SETAC Global Committees and Advisory Groups rather than focus now on just those for North America (next year Unveiled will focus on NA AGs).
- We are still working, at a snail’s pace, in getting the mentoring match site up and running (Sue was to spearhead this but a job change in late Spring this year derailed progress). What is left is for the Mentoring Committee Steering Group is to prepare the language for Mentoring Community website emails that will be triggered following protégé queries and to beta test the website. This will be an action item for the 2011 Committee leadership to complete.
- The Mentoring Committee is still interested in seeing a guidance document for Committee and AG chairs that better informs them about the resources available to them through the SETAC organization, including technical support (web pages, emails to general membership, online surveys, etc.), financial support (sponsoring conference speakers, fees for printing/ mailing etc.). Our Committee’s Board Representative, Mary Reiley, has made this recommendation.

Future Plans:

- Continue with Women in SETAC annually. Technical/scientific experts selected from the location of the Annual Meeting have been working successfully the past few years.
- Continue with Unveiled if Committee agrees this is a valuable function.
- Complete activities needed to launch the mentoring match site at communities.setac.net and announce the service to the general membership.
- Identify new Committee activity(s). 2009 membership survey results indicate that respondents (17 only) have broad interests in many areas including Technical Scientific expertise; career building and professional development; conflict management; communication skills (presenting, writing, seminars); education/teaching skills; leadership practices, ethics/conflict of interest; and work life balance. Women in SETAC was launched to originally address work-life balance issues but has morphed to addressing Technical/Scientific expertise. SETAC Unveiled was launched to educate on the Society. To fill the other identified interests identified from the limited membership surveys new Committee activities are necessary. Ideas include:
 - Lunch with an expert. This was to be launched in 2011 but is predicated on getting the Mentoring Communities website up, running and beta tested. A subcommittee will need to be formed to address this and move it forward. The idea for this program is that protégés could buy tickets to go to lunch with a willing expert (the Mentoring Website is to assist with matching protégés and mentors). Buying tickets ensures that the event actually occurs (volunteer meetings didn’t pan out in 2007 so a paying event was envisioned).

- The Committee should discuss offering another activity that could rotate among the identified membership mentoring survey categories. For example, offer a regular seminar on a topic of interest either annually or every other year. The event could address topics of interest identified on the membership surveys. Leadership Practices was one topic that all of the survey respondents checked as being of interest and may be a candidate for a special seminar every other year. Another topic of interest from the surveys is Communication Skills (presentation design; writing; seminar development), which could also rotate with a seminar on Leadership Practices. These seminars (perhaps breakfast seminars) could be co-sponsored with the Education Committee as an idea.
- Have hard copy surveys again available at Women in SETAC and Unveiled Booth to gather input from the general membership. Sue will bring these since there are a lot of left over copies from last year.

Recognition

SETAC North America, Mentoring Committee 2009 Roster

Member name	Location	Contact
Robinson, Sue (Chair)	Golder Associates	scrobinson@golder.com
Mukhi, Sandeep (Vice Chair)	FMC Corporation	Sandeep.mukhi@fmc.com
Benninghoff, Abby (Outgoing Chair)	Oregon State University	benninga@science.oregonstate.edu
Fairbrother, Anne	Exponent	afairbrother@exponent.com
Mulhearn, Brian	EnSafe, Inc.	bmulhearn@ensafe.com
Mancini, Cecilia	URS Corporation	cecilia_mancini@urscorp.com
Ng, Charlene	University of Washington	charng5@gmail.com
Harman, Charles	AMEC Earth & Environmental	charles.harman@amec.com
Schlekat, Chris	Nickel Producers Environmental Research Assoc.	CSchlekat@NiPERA.org
McNaughton, Christina	Utah Department of Health	cmcnaugh@utah.gov
Beaver, Earl	American Institute of Chemical Engineers (Emeritus)	erbeav@sbcglobal.net
Pinkney, Fred	U.S. Fish and Wildlife Service	Fred_Pinkney@fws.gov
Sims, Gerald	University of Illinois at Urbana-Champaign	gksims@uiuc.edu
Schiefer, Greg	SETAC	schiefer@setac.org
Word, Jack	NewFields	jqword@newfields.com
Staveley, Jane	ARCADIS	jstaveley@arcadis-us.com
Shaw, Joseph	Dartmouth College	joseph.r.shaw@dartmouth.edu
Schofield, Judith	CSC	jschofield3@csc.com
Cox, Leonette	Arkansas State University	leonette.cox@smail.astate.edu
Loseto, Lisa	Fisheries and Oceans Canada	losetol@dfo-mpo.gc.ca
Pattanayek, Mala	ARCADIS	mala.pattanayek@arcadis-us.com
Srivatsan, Malathi	Arkansas State University	msrivatsan@astate.edu
Ottinger, Mary Ann	University of Maryland	maotting@umd.edu
Reily, Mary (Board Liaison)	U.S. EPA	Reiley.Mary@epamail.epa.gov
Quinn, Michael	U.S. Army, Center for Health Promotion and Preventive Medicine	michael.james.quinn@us.army.mil
Boone, Michelle	Miami University (Ohio)	boonemd@muohio.edu
Hovel, Wendy	Weston Solutions, Inc.	Wendy.Hovel@westonsolutions.com

Committee Succession Plan

Committee Name: Mentoring Committee

Type of Succession Plan:

1-1-1 (Incoming Chair, Current Chair and Past Chair serve one year in each position)

Names of people holding chair positions and amount of term left

Position	Name	Date of Term Completion
Incoming Chair	Unknown (to be elected)	11/20/11
Current Chair	Sue Robinson	11/12/10
Past Chair	Abby Benninghoff	11/12/10