

<h1>Mentoring Team Tracking Sheet</h1>			Semester
Mentee:	Chair:	Department:	Year

	Date	Resources	Any Action Items	Meeting Summary
CHAIR (once a semester meet with Department Chair)				
Meeting				
MENTOR #1 (provide support as needed, by email when possible)				
Meeting 1				
Meeting 2				
Meeting 3				
MENTOR #2 (provide support as needed, by email when possible)				
Meeting 1				
Meeting 2				
Meeting 3				
MENTORING TEAM (once a semester with entire mentoring team)				
Initial Meeting		ATHENA templates	Initial contract & Mentoring Guidelines	
Review Meetings		ATHENA templates	Review CV, Career Development Plan	

TEAM MEMBERS

MENTORING START DATE

MENTOR #1:

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MENTOR #2:

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MENTOR #3:

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This material is based upon work supported by the National Science Foundation under Grant No. HRD-1936125. Any opinions, findings, conclusions, or recommendations expressed are those of the author(s) and do not necessarily reflect the views of the National Science Foundation.



ATHENA ADVANCE



Funded by NSF-HRD-1936125