Jiujiang University

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Measures for the Implementation of the Young Faculty Mentorship System of Jiujiang University (Trial)

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Chapter 1 General Provisions

Article 1 To strengthen the training of young faculty, give full play to the role of outstanding faculty in mentoring, guiding and supporting young faculty professionally and ethically, and comprehensively improve young faculty's teaching and professional competence, these Measures are formulated.

Article 2 Young faculty as mentioned in these Measures refer to faculty members aged 40 or below who meet one of the following criteria:

1. Full-time teaching faculty with less than five years of teaching experience.

2. Faculty transferred to teaching positions from other posts with less than three years of university teaching experience.

3. Young faculty whom secondary colleges consider in need of a mentor based on actual teaching needs.

Article 3 The mentorship period shall be three academic years in principle.

Chapter 2 Qualifications and Duties of Mentors

Article 4 Qualifications of Mentors

1. Holding the professional title of Associate Professor or higher for at least three years.

2. Possessing excellent ethics, dedication, rigorous scholarship and strong responsibility.

3. Having rich teaching, research and practical experience with outstanding teaching

performance and research achievements.

4. Specializing in the same or similar disciplinary field as the mentee in principle.

Article 5 Duties of Mentors

1. Conduct professional ethics education and help young faculty establish correct educational values and rigorous work attitudes.

2. Formulate a personalized training plan, set objectives and measures, and supervise the mentee's teaching and research progress.

3. Guide young faculty to master course content, key teaching points and frontier knowledge, and enhance teaching and research capabilities.

4. Assist in refining syllabus and lesson plans, improve teaching methods, and guide teaching reform using modern educational technology.

5. Observe and evaluate young faculty's classes for no less than 8 class hours per semester.

6. Involve mentees in teaching research and practical teaching projects. During the mentorship period, each mentor shall help the mentee achieve at least one of the following: obtain one university-level or higher teaching reform project; publish at least one teaching reform paper; win one university-level or higher teaching competition award.

Chapter 3 Mentor Assignment and Duties of Young Faculty

Article 6 Mentor assignment follows the two-way selection principle and is finalized and appointed by the secondary college. Mentors shall remain stable during the appointment period and shall not be replaced without special reasons.

Article 7 To ensure quality, one mentor may supervise 1–2 young faculty members in principle.

Article 8 Duties of Young Faculty

1. Take the initiative to accept guidance on professional ethics and academic work.

2. Observe mentor's classes for no less than 8 class hours per semester, participate in teaching research, and master teaching skills.

3. Regularly summarize performance and communicate with the mentor.

4. Under guidance, actively apply for projects, write papers, and participate in teaching

competitions to achieve at least one academic outcome as specified in Article 5.

5. Obey teaching, student affairs and other work arrangements of the college.

Chapter 4 Assessment

Article 9 Assessment shall be organized by the secondary college upon completion of the mentorship period, and results shall be submitted to the Center for Faculty Instructional Development for record.

Article 10 Assessment covers: implementation of the training plan, teaching preparation, teaching standards, classroom performance, teaching effects, teaching reform, research achievements and awards.

Chapter 5 Application of Assessment Results

Article 11 For qualified mentors, teaching performance points shall be calculated annually as 0.2, 0.2, 0.6 per mentee. The result serves as an important basis for performance review, professional promotion and awards.

Article 12 Young faculty’s assessment results are critical for performance and promotion. - Unqualified results may extend the mentorship period. - Those still unqualified after one extension shall be transferred from teaching positions.

Chapter 6 Implementation Procedures

Article 13 Each college shall assign mentors by the end of June each year.

Article 14 Each college shall submit the mentorship training plan to the Center for Faculty Instructional Development by early September each year.

Article 15 Mentors shall provide guidance according to the approved plan.

Article 16 Secondary colleges assess both mentors and mentees upon mentorship completion. Results are recorded in professional dossiers.

Chapter 7 Implementation Support

Article 17 Young faculty training is a key responsibility. Each secondary college shall

organize and coordinate the mentorship system, which serves as an important indicator of annual college performance.

Article 18 Colleges may employ external part-time mentors with reference to the qualifications and duties of internal mentors.

Chapter 8 Supplementary Provisions

Article 19 These Measures shall take effect on the date of issuance. The right of interpretation resides in the Center for Faculty Instructional Development of Jiujiang University.