

Committee Progress Report

NOTE: ** = Required Field

****Type of report being submitted:** Committee Progress Report

****Date:** 2/16/09

****Committee Name:** NMRT Mentoring Committee

****Supervising Board Member:** Dawn Marie Lowe-Wincentsen - Member Services Director

****Chair, Co-Chairs, Assistant Chairs:** Kate Hahn and Megan Smith-Heafy

****Committee members:** Maria Baroco, Dawn Amsberry, Jodie Gambill, Sandy Rodriguez, Marissa Ball, Lisa Tattersall

****Activity in Current Reporting Period**

- a) **Projects completed (For example, any procedures, tip sheets, checklists, etc. created during this period):** The Mentoring Committee has been communicating via email to resolve any outstanding match-up or communication problems.
- b) **Projects in progress but not yet completed:** Reviewing last year's annual conference mentoring program and discuss improvements for this year's program. We will be discussing preliminary plans for the Conference Mentoring program and the Mentor-Mentee Reception planned for the Annual meeting. We will be contacting the Booth committee with regards to any presence that the Mentoring Committee would like to have there. Additionally, we will be contacting the Resume Review Service Committee to determine if there are groups of individuals needing mentoring assistance which are currently being missed between the two committees.

****Action Items/Issues To Be Resolved (What is left to do, based on your Planning Report? Have there been any substantial changes in plans since then? What items, if any, have been deferred until next year?):** Any further communication problems with mentors/mentees.

Financial Report Section:

Your budget appropriation (see budget)	a. 225.00
Amount which you have spent so far this year	b. 0
Your estimated additional expenses this year	c. 0
Total of amount spent and additional "estimated" expenses for this year (b+c)	d.0

Difference between budgeted amount and total expenses from above (a-d)	e. 0
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The current outstanding budget will be spent for the Mentor-Mentee Reception at Annual in 2009.

****Report submitted by:** Kate Hahn

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