Mentoring Quarterly Meeting Summary 2014

Mentee:___________________________  Principal Mentor:___________________________
Date:___________________________  Committee Meeting Date:___________________________

**Check in:**
Personal or professional updates, successes to celebrate, or challenges you have encountered:

**Specific goals or topics for this quarter:**
Time sensitive issues and upcoming deadlines:

Ongoing or new projects: (goal, measure of success, steps, resources & skills needed, timeline)

Career guidance: (CV, Individual Development Plan, networking, etc...)

**Follow-up actions and expectations:** (for the next quarter)
Mentee:

Principal Mentor:

Scholarship Mentor:

From: Indiana University School of Medicine Faculty Mentoring Resource Website, Office of Faculty Affairs and Professional Development [http://faculty.medicine.iu.edu/mentoring](http://faculty.medicine.iu.edu/mentoring)