

Action Plan

Project Name: Mentor Program

Timeframe: Development: November 2016; Implementation: Fall 2017 Semester

Objectives:

- Increase awareness of CPAs and the East Texas Chapter among UT Tyler students.
- Strengthen the relationship between CPAs and UT Tyler students.
- Provide members with a way to promote their profession while building relationships with the next generation of accounting professionals.
- Provide students with the opportunity to gain personal insight into the CPA profession.

Audience: CPA Members

Messages:

- By becoming a mentor, you have the opportunity to help students become better prepared to enter the workforce.
- Mentors can establish one-on-one relationships with students and help disseminate information about opportunities in accounting and about the accounting profession in general.
- Mentors may be able to find prospective future employees through mentor-mentee relationships.

Expectations of Mentors:

- Mentors will receive mentee contact information when a match has been made. Mentors will be asked to make the first contact.
- The recommended frequency of contact is at least twice per semester.
- Other contact can be made as appropriate.
- Some suggestions for communication include periodic e-mails, visits to the firm or company office, taking a mentee to lunch, and answering questions about profession.
- Mentors can elect to have more than one mentee.
- The suggested term of the mentor-mentee relationship is at least one school year.
- If a mentor does not receive a response from his/her mentee, he/she should notify ETCTSCPA.

Recruiting Mentors:

- Mentors should be a member of TSCPA and the East Texas Chapter.
- Members will be asked to sign up as mentors via all regular chapter communications and special e-blasts as appropriate.
- Board members and members of the advisory council at the University may also be able to recommend potential mentors.
- Members who elect to become mentors will complete a simple form to indicate their area(s) of business and the number of mentees they would like to have at one time.

Audience: UT Tyler Students in BAP/MACC Program

Messages:

- Connecting with a mentor will give you a better understanding of the accounting profession.
- Having a CPA mentor will introduce you to the opportunities available in accounting.
- The UT Tyler accounting faculty believes this is a worthwhile program that students should participate in.

Expectations of Mentees:

- Mentees should be responsive to contact from their mentors.
- Mentees should actively participate in the program to ensure a successful relationship.
- If a mentee does not receive contact from his/her mentor, he/she should notify ETCTSCPA or UT Tyler accounting faculty.
- Mentees can consider inviting mentors to appropriate campus activities.
- The suggested term of the mentor-mentee relationship is at least one school year.

Recruiting Mentees:

- The Mentor Program will be limited to BAP/MACC students in the graduate program for the initial launch. Once mentors have been assigned to any interested BAP/MACC graduate students, other BAP/MACC students, MBA in Accounting and general accounting students may request mentors.
- Information about the program will be shared with ETCTSCPA members on the accounting faculty at UT Tyler for distribution to students.
- Mentees requesting mentors will complete a simple form to indicate their area(s) of interest.

Program Evaluation and Recognition:

- At the end of the school year, mentors and mentees who participated in the program will be asked to evaluate the success of the relationship and make suggestions for program enhancements.
- Mentors will be encouraged to bring their mentees to a chapter meeting/luncheon for recognition.
- Mentors and mentees will be recognized in appropriate chapter communications.

Program Disclaimer:

The East Texas Chapter Mentor Program should be thought of as an educational resource to discuss general issues confronted in the accounting profession, including but not limited to accounting technical questions and accounting careers. Be aware that mentor-protégé communications are general discussions. Also be mindful that although the mentor is engaged in the practice of accounting, that the mentor is not rendering official advice. Participating mentors are volunteers who are donating their time.

Reliance on any information provided by any mentors within the ETCTSCPA Mentor Program is solely and completely at your own risk, and, therefore, ETCTSCPA advises you to exercise a reasonable degree of caution.

All participants agree that they will conduct themselves in a proper manner at all times and will not use any part of this service to perform any act towards any user of the ETCTSCPA Mentor Program in a manner that is unlawful, illegal, false and/or defamatory, inaccurate, abusive, vulgar, hateful, harassing, libelous, harmful, threatening, racially offensive, invasive of a person's privacy, pornographic, obscene, or otherwise objectionable.