



## **The MI ACE Network Collaboration to Lift Women Higher**

### **Committee:**

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# Purpose of the Session:

- ▶ Share the framework for the Michigan ACE Senior-Level Leadership Development Job Shadow Program
- ▶ Provide insights about the experience from mentees and details about the application process
- ▶ Questions & Answers

# Senior-Level Leadership Shadow Program

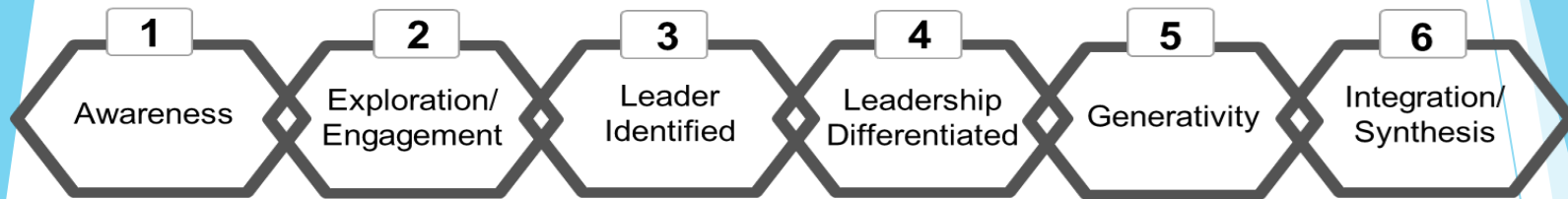
- ▶ Focuses on mid-level women aspiring toward senior-level
- ▶ Utilizes lead practices
- ▶ Provides personalized experiential learning (mentoring, reading, observation, informational interviews, project work, etc.).
- ▶ Elevates equity outcomes through personal, institutional and statewide lenses.

# Program Participation Over the Past 9 Academic Years

- ★ 2-year, 4-year, community colleges,  
Private & public institutions
- ★ 41 senior level leaders served as mentors from 28  
Michigan Institutions
- ★ 44 Mentees from 20 different Michigan Institutions
- ★ Mentees in varied mid-level positions (Asst./Assoc.  
Directors, Deans, Managers, etc.) and functional areas  
(student affairs, business affairs, academic affairs, etc.)

# Leadership Identity Development Among Aspiring Female Leaders in Higher Education: A Phenomenological Study of Formal Mentoring

Dr. Malia Roberts



1. Created space
2. Broadened view of leadership
3. Gained a greater sense of purpose

\*\* experience emphasized stages 4, 5 and 6



## PROGRAM STRUCTURE

### WHAT MAKES THIS PROGRAM WORK?

- ▶ MI ACE Board support
- ▶ Clearly delineated roles and responsibilities (committee, mentor, mentee, administrative support)
- ▶ Defined timelines, communications, and processes

# MENTORS (Host Institutions)

- Hosts come from institutional members of the MI ACE Network.
- The host institution designates a primary senior leader to serve as mentor.
- The mentor works with the mentee to co-design 150 hours of meaningful learning (on- or off-site project work).
- The mentor completes final evaluation indicating if the mentee completed the hours.

## EXPECTATIONS

### Mentees

- ▶ Co-design the leadership development experience with senior mentor (summer months are not included).
- ▶ Dedicate a total of 150 hours.
- ▶ Honor confidentiality.
- ▶ Present at the annual MI ACE conference.
- ▶ Complete a learning contract, mid-way reflection, and closing evaluation of the program.
- ▶ Earn a \$500 stipend.

# LEARNING CONTRACT

Purpose: Co-design Mentee experiences with Mentor

A minimum of 150 hours

Example Experiences:

- Regular one-on-one meetings with Mentor
- Attend meetings with Mentor
- Attend Board Meetings at Host Institution
- Interview senior leadership at Host Institution
- Attend staff meetings at Host Institution
- Review key institutional documents
- Complete a project for Mentor
- Complete readings suggested by Mentor
- Participate in Host Institution events
- Network-Network-Network
- Write reflections

## Check-Ins

Mid-Year Reflection (January): Mentees

Year-End Reviews (May): Mentees

Final Expectation Review (May): Mentor

## Monthly Mentees Meetings

Monthly calls for the mentees are hosted by Committee Members on the **second Friday of each month at noon.**

These lunch-hour conversations are an opportunity to connect, support each other's growth and share ideas.

# Experience as a Mentor

**Dr. Chris Benson**

*Vice President for Student Affairs and  
Mission Integration  
Madonna University*

# MENTEES

- Dr. Carmeda Stokes, University of Michigan  
(host: Western Michigan University)
- Katie Stokes, Rochester Christian University  
(host: Madonna University)
- Alyssa Andrews-Harris, Lansing Community College  
(host: Madonna University)
- Dr. Kordilia Noble, Washtenaw Community College  
(host: Grand Rapids Community College)
- Dr. Mursalata Muhammad (Grand Rapids Community College  
(host: Delta College)

# Program Scope

May	Institutions/Mentors confirmed
June	Program PR & applications sent out
July	Applications due
August	Mentees selected & confirmed
September	Virtual orientation (mentees & mentors)
October	Learning contracts due
January	Mid-year check-ins (mentee)
May	Expectation reviews (from mentors) Year-end reviews (from mentees)
June	Mentees and mentors present at MI ACE Annual Conference

# How to Apply

Due Date: July 15, 2025

Questions in the application:

- Please select the top four position areas of interest for your primary job shadowing experience. \* (you will also be asked about institution type)
- In what ways will the MI ACE Shadow Program assist you in your career?
- What do you hope to learn from the experience?
- What are your long-term goals and how might this experience assist you in achieving these goals?
- Please describe a recent leadership experience in which you participated; describe your contribution and what you learned.

Additional materials required:

- Attach CV/Resume
- Letters of recommendation from current supervisor and another professional who can speak to your work/leadership experience

# Letter to Supervisor

I am excited to share a unique leadership development program for women in higher education offered in the State of Michigan. I would like to apply to be a mentee in the program for the 2024-2025 academic year and seek your support.

The MI ACE Senior-Level Leadership Development Job Shadow program in 2024-2025 will be in its 8th year. Direct outcomes of the program are to further develop leadership skills for women in their current higher education positions and to prepare them to enter senior-level positions in Michigan higher education institutions.

The MI ACE program provides participants from an MI institution with an opportunity to shadow and be mentored by one or more senior-level administrators from a Host institution in the State. Mentees will fulfill program expectations throughout the academic year, which includes about 150 hours with the host institution. Home institutions are not expected to provide any financial support for participants.

The shadow experience is to be co-designed by the Host senior mentor and participating mentee around the mentee's interests and goals. In addition, Mentees are encouraged to discuss how the program experiences could also be a benefit to the home institution.

Applicants are selected to be mentees through a competitive process coordinated by the MI ACE Executive Board. A host institution has the opportunity to review a potential mentee's application materials and to interview the applicant before agreeing to serve as that individual's host institution.

Attached for your review is specific information about the program for Mentees (home institutions) and Mentors (host institutions).

I look forward to discussing this opportunity with you and would value a Letter of Support from you as my immediate Supervisor.

Respectfully, (Applicant name)

# Q&A

# CONTEXT

- ▶ In 1977, with a grant from the Carnegie Corporation, ACE launched the *ACE National Identification Program (NIP)*, which is now the *ACE Women's Network*.
- ▶ The Michigan ACE Network was formed in 1978, one year after the national program was inaugurated. An Executive Board, chaired by the State Chair, currently conducts the Network's activities.