

## STUDENT MENTORING POLICY

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## STUDENT MENTORING POLICY

Prepared By  
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(I.Q.A.C.)



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### Introduction:

The goal of higher education is to nurture the human being responsible for their own betterment but also capable of sustaining society and nature and ultimately for the development of a nation. A large cohort of students is from rural and urban areas, with different backgrounds and preparation. The college environment is very new for them and they find the various difficulties in due course of their student life. Probably students fail to recognize the goals of the institute. The student should have knowledge and skills related to his/her work and as a good citizen. A student induction programme therefore come up with Student Mentoring Cell with following objective and methodologies:

### Objectives:

1. To develop healthy relationship between students and teachers
2. To ensure academic and professional performance of the students
3. To inculcate the human values among the students

### Student Mentoring Cell:

|                          |                                    |
|--------------------------|------------------------------------|
| <b>Chairperson</b>       | Hon. Principal Dr. Sanjeev S. Late |
| <b>IQAC Coordinator</b>  | Dr. Rahul D. Kamble                |
| <b>Coordinator</b>       | Dr. Jyoti T. Bhate                 |
| <b>Faculty In charge</b> | Dr. Balasaheb M. Kendale           |
|                          | Dr. Yogesh N. Shrikhande           |
|                          | Prof. Manojkumar R. Tapare         |
| <b>Members</b>           | Dr. R. V. Wangwad (Arts)           |
|                          | Dr. P. S. Gadkar (Commerce)        |
|                          | Mr. S. T. Mane (Science)           |

### Methodology of Mentoring:

- It should not be like Do's and Don'ts or lecture session.
- It should be Discussion Oriented and real-life activities.
- The discussions should be thought provoking. Teachers should not over emphasis his thoughts. It is essential for giving exposure, guiding thoughts, and realizing values.
- Following are the topics for discussions during mentoring session:
- Students' aspirations, family expectation.
- Gratitude towards people helping me.
- Human Needs of (a) Self and (b)body



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- Peer pressure
- Prosperity
- Relationship

### Programme Details/ Guidelines:

1. In “Deeksharambh” – A Student Induction Programme, all the class teachers shall forward the list of students (Mentee) to the coordinator and the coordinator will allot them to the teacher (Mentor) right from the first year of their course.
2. There should be maximum 20 mentees per mentor.
3. A guide (senior) student should be included for every 10 students in the group.
4. Groups should be made from same department.
5. Groups should remain for entire course duration.
6. The mentor should conduct regular meetings and discussions on any problem such as academic, financial, psychological, etc.
7. There should be a continuous review of students’ progress.
8. The mentor should keep the record of all details in the mentoring session.
9. The mentor should identify the poor learners and interact with them to resolve the cause.
10. The mentor can involve the Parents, Head and Principal for reforming of the student with poor performance and indifferent behavior.
11. The mentee may subject to disciplinary action if violation code of conduct.

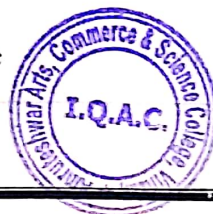
### Follow up after Student Induction Programme

#### In same Semester

- Meeting with faculty mentor for an hour every week
- Informal meeting could be arranged for tea and snack
- Groups can meet on their own more often
- Other activities for building relationships and social sensitization such as nature walk, visits to a village, hospital, orphanage, monument, etc.

#### Subsequent Semesters

- Maintain the continuity of mentoring session
- At the start of semester, conduct a three-day activity for follow up –
- Show inspiring film,
- Arrange cultural programme,
- Organize lectures of eminent people



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- Group discussion / month.

### Areas of Review:

- **Attendance:** Mentor shall observe the attendance of the mentee. Mentor shall advise and take necessary actions about the attendance of mentee with regards to university rules.
- **Academic matters:** During the continuous assessment of the mentee, mentor shall keep the track of the overall academic performance of the mentee through counseling, by arranging remedial Teaching, if necessary.
- **Behavioral and discipline Matters**
- **Health and Physical Well being**
- **Achievements, Talent and Co-curricular activities**

### Duties/ Responsibilities of Mentor

- Introduction of group and discussion of the mentor – mentee system.
- Call of meeting and record of details in the form about goal setting & action planning, SWOC analysis and mentoring session.
- Keep a track record of attendance and academic performance and behavioral aspect.
- Support to the student academically and emotionally.
- Contact to parents and to inform them about the progress of their ward.
- Arrange remedial teaching, if necessary.

### Duties/ Responsibilities of Mentee

- Attend meeting regularly.
- Fill the personal information in the form.
- Provide details of attendance, continuous assessment, term end examination, co-curricular, extra-curricular activities to mentor.
- Seek advice from mentor whenever required.

Dr. Jyoti T. Bhate  
SMC, Coordinator

Dr. Rahul D. Kamble  
IQAC, Coordinator

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