MENTORING

PROCESS:

- Proctor book is being used for mentoring the students.
- Each faculty member will be allotted as mentor by the Head of the department for mentoring a group of students at the start of every 3rd Semester. Later the same allotted students will be mentored by the respective allotted faculty member till the students passes out of the college at the end of 8th semester.
- Faculty member will mentor the assigned mentees for two sessions per week regularly, regarding their performance with respect to the academics.
- Mentoring sessions will be held specially after completion of each CIE and performance of the mentees will be discussed.
- Depending on performance discussed regarding the CIE the student will be categorized as following by the respective mentors.
    - Weak students
    - Bright Students

    Weak students – For these students the mentoring sessions will be increased and will be monitored closely w.r.t all academic and co-curricular activities.

    Bright Students – For these students the mentoring sessions will remain same as 2hrs/week and will be monitored to ensure that their performance is not hindered or not deviated from progress.
- Complete mentoring details and the progress of each respective mentee allotted to the mentors will be recorded in the proctor book provided by the department.