



MUGBERIA GANGADHAR MAHAVIDYALAYA

P.O.—BHUPATINAGAR, Dist.—PURBA MEDINIPUR, PIN.—721425, WEST BENGAL, INDIA

NAAC Re-Accredited B+Level Govt. aided College

CPE (Under UGC XII Plan) & NCTE Approved Institutions

DBT Star College Scheme Award Recipient

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Report on

“Mentor Mentee Club”

Organized by- Department of Nutrition

Mugberia Gangadhar Mahavidyalaya

24.02.2020

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**Report prepared by Mr. Tonmoy Kumar Giri, SACT, Dept. of Nutrition,
Mugberia Gangadhar Mahavidyalaya**

Mentor- Mentee Cell (Formerly known as Tutor-Ward Club) is founded by Mugberia Gangadhar Mahavidyalaya, Bhupatinagar, Department of Nutrition with a vision to extend support and guidance to the students studying in the college for the betterment of their academic and professional career and thereby contribute towards nation building. It is very effective system that is aimed to narrow down the gap between the mentee and the mentor and thereby the society in general. The students may come across difficulties during the degree programmes and have to face academic and adjustment challenges. To cope up with such problems and to enable them to excel in academics and profession as per their potential, a Mentor- Mentee programme for the students of the institution has been developed.

We are providing counseling to the students through personal attention and regular dialogues during their stay on campus, on telephone and by paying personal visits to the houses of the mentees allotted to the teacher concerned as the Mentor. We have been providing them tips on studies personal counseling, guidance regarding career choices, to get success in the university examinations. We have also been supporting the mentees in the form of precise content on courses, fees, reviews, college admission process and scholarships etc. The scheme has become very successful in bridging the gap between the teacher and the student. It has become instrumental in blending the harmonious relationship between the learner and his/her family and the institution at large. It has definitely created an atmosphere of conviction and faith about the alma mater. Consequently, every year the enrolment ratio of girl-students from all sections of society has been rapidly increasing.

We aim that all students get rightly educated and take the right step towards building their career

Aims and Objectives:

- To bridge the gap between the mentor and the mentee.
- To ensure the quality performance of the students in academics.
- To deal with the related issues for the holistic development of the students.
- To provide mutual support and congenial learning environment.
- To inspire and motivate for higher studies and competitive examinations.
- To discuss stress related issues.
- To regulate the academic involvement and assess the outcome

Program Details:

- Mentees shall be assigned to the mentors right from the first year of the programme.
- A mentor shall not have more than 30 mentees at a time.
- The mentees preferably be attached to the same mentor for the entire duration of the programme.
- The mentor shall meet the mentees regularly and record the outcome of the meeting in the hard copy. The details about each mentee will be recorded and periodically updated.
- The mentor shall identify the students performing exceptionally well in curricular or co-curricular activities and report to the head of the institution/department for providing further motivation to advanced/gifted learners.
- The mentor shall also identify the students whose performance/attendance is below par. The mentor shall interact with the student and try to find out the cause of the problem or an indifferent behavior. If required the mentor will involve² the parents, head of the department for reforming the

student.



- A. Attendance: The mentor shall observe and monitor the attendance of the mentee. He/she shall advise and take necessary follow up action with regard to students who do not meet the attendance norms of the college.
- B. Academic Matters: The mentor shall also keep a track of the academic performance of mentees including continuous assessment, term and examination and help the mentee through counseling or by arranging remedial teaching, if necessary
- C. Behavioral and discipline matters.
- D. Health and physical well being.
- E. Achievements, talents and co-curricular activities.
- F. Stress related issues.

Duties/Responsibilities of Mentor:

- A. Introduce and discuss the concept of mentor- mentee system with the assigned mentees.
- B. Call a meeting of all mentees and record their necessary details in the designated form, note any specific requirement of students and discuss with them the complete schedule of future meetings
- C. Keep a track of the attendance, academic performance and behavioral aspects of the students by interacting with exam department and the hostel authorities etc.
- D. Support students academically and emotionally.
- E. Contact parents to inform the progress of their ward, whenever required and visit the houses of mentees at least twice in the year.
- F. Maintain a record of the progress made by the identified underperforming students and take remedial actions wherever required.
- G. To guide students and also to arrange for remedial teaching if required.

Duties/Responsibilities of Mentee:

- a. Attend meeting regularly
- b. Fill personal information in the form at the time of joining the mentor- mentee system.
- c. Provide details of attendance, continuous assessment, term end examination, co curricular, extra- curricular activities to the mentor whenever asked for.
- d. Repose confidence in the mentor and seek his/her advice whenever required.
- e. Provide all the necessary data with relevant documents (Previous Academic performance Records, documents for participation in extra/co curricular activities and academic advancement).
- f. Know what you want and ask for what you need.
- g. Identify special goals that you want to achieve and discuss it clearly with your mentor.
- h. Seek information regarding resources that you need from various sources.
- i. Conduct Peer Mentoring to help your mentor.
- j. Have a positive attitude.
- k. Accept feedback respectfully & cordially & discuss future course of action.
- l. Attend mentor meetings regularly & punctually.
- m. Provide feedback and communicate healthy developments in you.

Characteristics of a good Student Mentor:

- A good student mentor is someone who engages in a positive relationship with the student and gives them attention.
- The mentor needs to have positive self-esteem, react well to stressful situations and tolerate frustrating situations.
- They need to listen well and communicate on a level that the student can understand and not be judgmental.
- The mentor needs to provide leadership and guidance and be a positive role model, nurturing a relationship that respects the student's dignity.
- The mentor must always show up on time for sessions, be committed and accept their responsibilities.
- A good mentor will reinforce the student's successes and challenge them to do better and be willing to give them a fresh start if there are any lapses.
- They will not break the trust they have established.

Benefits of a Student Mentoring Program:

- Students benefit by receiving the support and guidance of a caring adult or supportive peer and also receiving assistance with their academic studies.
- Students will experience greater self-esteem and be motivated to succeed.
- They will also receive encouragement to stay in education and progress to further and/or higher education and receive assistance in choosing a career path.
- The Mentees will be encouraged to avoid the use of drugs and alcohol.
- Student will also improve interpersonal relationships, such as with Institute, the teaching staff and the student's family.

Benefits to Peer Mentors:

- Adults who volunteer to mentor students increase their involvement in the learning community and recognize they can make a difference.
- They will gain new experience and knowledge about young people and the Institute community and contribute to the wider aims of community cohesion and regeneration.

Benefits to the Nutrition Department:

- Having a student mentoring scheme helps to foster good community relations and contributes to the local and area targets for economic growth.
- Students will be more motivated and inspirational which will improve morale amongst the learning community.
- Mentoring will maximize the achievements of individual students and groups of students who are at risk of underperforming and remove barriers to achievement for vulnerable groups of students.
- Mentoring enhances the skills of staff and students, improves student attendance and increases student retention.

Minutes of the Departmental meeting for Mentor Mentee Club on 24.02.2020

Members present:

1. Dr. Apurba Giri, HOD, Assistant Prof., Dept. of Nutrition
2. Mrs. Moumita Samanta, SACT, Dept. of Nutrition
3. Ms. Pranati Bera, SACT, Dept. of Nutrition.
4. Mrs. Keya Dash, SACT, Dept. of Nutrition.
5. Mrs. Rikta Jana, SACT, Dept. of Nutrition.
6. Mrs. Sucheta Sahoo, SACT, Dept. of Nutrition..
7. Mr. Prabir Jana, SACT, Dept. of Nutrition..
8. Mr. Tonmoy Kumar Giri, SACT, Dept. of Nutrition..
9. Ms. Monalisa Roy, Assistant Prof., Dept. of Nutrition..

A short meeting was arranged at 3 pm regarding the implementation of “**Mentor Mentee Club**” in our Department. All teachers of the department joined the meeting in time. **Dr. Apurba Giri, HOD of Dept. of Nutrition** chaired the meeting.

Decision taken in the meetings:

- 1) It is decided that **Dr. Apurba Giri** will be coordinator of this programme.
- It is decided that Ms. Pranati Bera & Mrs. Keya Dash will be joint-coordinator of this programme.
- 2) A mentor mentee programme will be held on 24.02.2020
 - 3) Approved list of the Mentors and list of mentees assigned to mentor is formatted which are given below.

Mugberia Gangadhar Mahavidyalaya
Mentor-Mentee Club
Approved List of the Mentors
Department of Nutrition
2019-2020

| Sr. No | Name of Mentor | Dept. of Mentor | No of Mentees | Allotted Class of Mentees |
|---------------|---|------------------------|----------------------|----------------------------------|
| 1. | Dr. Apurba Giri Assistant Professor& HOD | Nutrition | 20 | B.Sc I Sem |
| 2. | Mr.Tonmoy Kumar Giri, SACT | Nutrition | 10 | B.Sc I Sem |
| 3. | Mrs. Moumita Samanta SACT | Nutrition | 11 | B.Sc V Sem |
| 4. | Ms. Pranati Bera SACT | Nutrition | 14 | B.Sc IIISem |
| 5. | Mrs. Keya DashSACT | Nutrition | 16 | B.Sc III Sem |
| 6. | Mr. Prabir Jana | Nutrition | 21 | B.Sc I Sem |
| 7. | Mrs.Rikta Jana | Nutrition | 24 | B.Sc IIISem |

Mugberia Gangadhar Mahavidyalaya
Mentor-Mentee Club
List of mentees assigned to Mentors
Department of Nutrition

| SL. NO. | Name of Mentee Allot | No of Mentee Allotted | Name of Mentee | Class of Mentee | Address and Phone No. of Mentee |
|---------|----------------------|-----------------------|----------------|------------------------------------|--|
| 1. | Mrs. Moumita Samanta | 10 | Sulekha Dhara | B.Sc Nutrition 5 th Sem | C/O - Kishor Kumar Dhara Vill+P.O - Serkhanchak Dist - Purbamedinipur Pin - 721432 D.O.B - 27/01/2000 Blood Group- O+ Email I'd- studentsulekha2000@gmail.com Ph no. - 9641621561 |
| 2. | Mrs. Moumita Samanta | 10 | Sayan Das | | C/o - Subhasis Das P.O. - Barabari (South) P.S - Bhupatinagar Dist - Purba Medinipur Pin - 721430 D.O.B -11/06/2000 Blood group - B+ E-mail id - sayandas64888@gmail.com Ph no - 7364867483 |
| 3. | Mrs. Moumita Samanta | 10 | Sagarika Matia | | Sagarika Matia C/O - Chintamani Matia Vill+P.O - Ururi P.S - Bhupatinagar Dist - Purba Medinipur Pin - 721458 D.O.B - 28/11/2000 Blood Group - O+ Email I'd - sagarikamatia2000@gmail.com Ph No - 6297625870 |
| 4. | Mrs. Moumita Samanta | 10 | Anwasha Panda | | Name - Anwasha Panda C/o- Manas kr. Panda Vill + P.O- Chaknan P.s - Chandipur Dist- Purbamedinipur Pin - 721633 |

| | | | | | |
|----|----------------------------|----|---------------------|--|--|
| | | | | | D.O.B- 5/9/2000 Blood group - A+ Email id- pandaanwasha123@gmail.com Ph no -9732564092 |
| 5. | Mrs. Moumita Samanta | 10 | Shibani Maity | | C/O - Swapan Maity Vill+P.O - Lalua P.S - Patashpur Dist - Purba Medinipur Pin - 721456 D.O.B - 08/09/2000 Blood Group - B+ Email I'd - shibanimaity804@gmail.com Ph No - 9907135980 |
| 6. | Mrs. Moumita Samanta | 10 | Priyanka Acharya | | C/o- Goutam Kumar Acharya Vill- Basudeberia p.o -Basuli bazer P.s - Bhupatinagar Dist- Purba Medinipur Pin - 721425 D.O.B- 06.10.2000 Blood group - B+ Email id - acharya18.priyanka@gmail.com Ph no - 7407533003 |
| 7. | Mrs. Moumita Samanta | 10 | Rima Giri | | C/O- Biswajit Giri Vill- jukhia P.O- Jukhia Bazar P.S- Bhupatinagar Dist- Purba Medinipur Pin- 721430 D.O.B- 19/11/1999 Blood group - AB+ Email id - rimagiri945@gmail.com ph.no.- 8145488241 |
| 8. | Mrs. Moumita Samanta | 10 | Sankari Bej | | C/o - Subhas bej Vill - Rambasan P.o - Panch-Hari P.s - Patashpur Dist - Purba Medinipur Pin - 721458 D.O.B - 11/7/2000 Blood group - A+ Email id - bejsankari@gmail.com Phone No - 7029571962 |

| | | | | | |
|-----|----------------------------|----|--------------------|--|--|
| 9. | Mrs. Moumita Samanta | 10 | Moumita Maikap | | C/O- Swapan Maikap Vill- Kshetrapal P.o- Balyagobindapur P.s- Patashpur Dist- Purba Medinipur Pin- 721440 D.O.B- 21.02.2001 Blood group- B+ Email id- maikapmoumita63@gmail.com Phone no- 8391043131 |
| 10. | Mrs. Moumita Samanta | 10 | Shyamasri patra | | C/o - Goutam Patra Vill - Naruabila P.O - Bamanbarh P.S - Bhupatinagar Dist - Purba Medinipur Pin - 721456 D.O.B - 09/08/2000 Blood group - O+ Email id - shyamasri2018@gmail.com Phone no - 7908312420 |
| 11. | Mr.Tonmoy Kumar Giri | 09 | Ruma Bag | | C/O-Bijoy Kumar Bag Vill-Bagmari P.O-Pratapdighi P.S- Patashpur Dist-Purba Medinipur Pin-721440 D.O.B-07/05/2001 Blood group -O+ Email Id-rumabag123@gmail.com PH no-8768272593 |
| 12. | Mr.Tonmoy Kumar Giri | 09 | Sumita Malakar | | C/o- Nishikanta Malakar Vill-Garbari p.o - Garbari P.s - Bhupatinagar Dist- Purba Medinipur Pin - 721626 D.O.B- 19.01.2001 Blood group - B- Email id - sumitamalakar09@gmail.com Ph no -9083350740 |
| 13. | Mr.Tonmoy Kumar Giri | 09 | Mitali Das | | C/O - Meghnath Das Vill +P. O -Pratapdighi P. S -patashpur Dist- purbamedinipur Pin -721440 D. O. B -10.08.2000 |

| | | | | | |
|-----|-------------------------|----|-----------------------|--|--|
| | | | | | Blood group -A+ Email Id -dmitali949@gmail.com Ph no -8167441167 |
| 14. | Mr.Tonmoy Kumar Giri | 09 | Rumpa Bhattacharya | | C/o- sibsankar Bhattacharya Vill+p.o- Panchhari P.s- Bhupatinagar Dist- Purba Medinipur Pin- 721458 D.o.b- 11/6/2000 Blood group- A+ Email ID - rumpabhattacharyya899@gmail.com Phone - 7479058455 |
| 15. | Mr.Tonmoy Kumar Giri | 09 | Monali khatua | | C/O :- Pradyot Khatua Vill :- Kharor P.O :- Mohati P.S :- Khejuri Dist :- Purba Medinipur Pin :- 721430 D.O.B :- 20.09.2000 Blood Group :- O+ Email id :- khatua.monali@gmail.com Ph No :- 7029755241 |
| 16. | Mr.Tonmoy Kumar Giri | 09 | sourav panda | | C/o-Baladev panda Vill:-marishda P.o-marishda P.s-marishda Dist-purba Medinipur Pin-721449 D.o.B-20.7.1998 Blood group -A- Email id -pandasourav00037gmail.com pH no-9382910348Mobile No. 6294312574 |
| 17. | Mr.Tonmoy Kumar Giri | 09 | Mita Panda | | C/O- Manimala Panda Vill- Purbeshwarpur P.o- Balyagobindapur P.s- Patashpur Dist- Purba Medinipur Pin- 721440 D.O.B- 19.12.2000 Blood group- B+ Email id- mitapanda700@gmail.com Phone no- 7864918950 |
| 18. | Mr.Tonmoy Kumar Giri | 09 | Piyali Das | | C/O-Saktipada Das Vill+p.o Balyagobindapur P.s-Patashpur Dist-Purba Medinipur Pin-721440 D.O.B-20.01.2000 Blood Group-B+ |

| | | | | | |
|-----|-------------------------|----|---------------|--|---|
| | | | | | Email id- piyalidasdaspiyali2899@gmail.com Phone no-9330776213 |
| 19. | Mr.Tonmoy Kumar Giri | 09 | Raikamal Bera | | C/O- Pijuskanti Bera Vill- kanaidigh P.O.- kanaidigh Dist.- Purba Medinipur Pin - 721444 Email ID - beraraikamal5@gmail.com Date of birth - 22/12/2003 Blood group- B+ Mobile No.- 9382490660 |
| 20. | | | Sankari Bej | | C/o - Subhas bej Vill - Rambasan P.o - Panch-Hari P.s - Patashpur Dist - Purba Medinipur Pin - 721458 D.O.B - 11/7/2000 Blood group - A+ Email id - bejsankari@gmail.com Phone No - 7029571962 |
| 21. | | 09 | Santi Maity | | C/O - Swapan Maity Vill-Bagmari P.O-Pratapdighi P.S- Patashpur Dist-Purba Medinipur Pin-721440 D.O.B-07/05/2001 Blood group -O+ Email Id-sumamaity123@gmail.com PH no-8768272593 |



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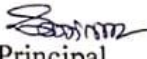
Date: 14.02.2020

NOTICE

It is hereby notified that a Mentor Mentee Programme is schedule to be held on 24.02.2020 at 03.00 pm at Nutrition Department of Mugberia Gangadhar Mahavidyalaya. All students and all departmental teachers of Nutrition Department are informed to be presented in this said programme.


14.02.20
Mentor

Dept. of Nutrition
Mugberia Gangadhar Mahavidyalaya


14.02.2020
Principal

Mugberia Gangadhar Mahavidyalaya
Principal
Mugberia Gangadhar Mahavidyalaya



Mentor Mentee Meeting

It is hereby inform you that 2nd mentor mentee meeting will be held on 24.02.2020 for the following agendas. So, all mentees are asked to present the said meeting positively. Agendas.

1. Discussion with absent student in classes.
2. Inform them to catalogue search OPAC.
3. Future planing regarding studies.
4. Discussing vegarely the personal problems.
5. Discussion for their library card.
6. Family issues.
7. Guidance from faculty.
8. Career Empowerment.

Student Name:—

1. Sajen Das
2. Ritupriya Maity
3. Mounita Maikap
4. Shilpa Das
5. Anant Malakar
6. Sumita Malakar
7. Mousumi Jana.
8. Sulekha Dhara
9. Mita panda
10. Rima Giri
11. Pijaly Das
12. Priyanka Acharya
13. Shyamasree Patra
14. Rumpa Bhattacharya
15. Sankari Baj
16. Mitali Das.
17. Ankita Das
18. Shanti Maity
19. Mounita Jana
20. Sagorika Malia
21. Anwesha Panda.

- 22. Sourav Panda
- 23. Monali Khatusa
- 24. Shibani Maity
- 25. Ruma Bag.

Resolutions:-

In this meeting students out of students (VI Sem - III) were present. After a friends discussion of almost 70 minutes some points look common to all.

1) For improving their better & more confidence as well as for developing better prospects for students the dept. Again arranged some workshop's.

2) To improve their skill in ICT a workshop on PPT presentation was conducted by the dept first sem - III within.

3) Mentor watch that mentees were less knowledge about it like microsoft, office c-language, MATLAB, software. So a decision is taken that during VI Sem MATLAB software and it certificates courses will arranged by the dept. like

- (i) How to improve your self confidence
- (ii) How to improve your critical thinking power.
- (iii) Arrange quiz for higher studies.
- (iv) Publish wall magazine and need of it.
- (v) One day workshop on food habits in daily life.
- (vi) One day workshop on Scholarships.

4) All students are a worried about their end semester examination. So some extra class were attended in the dept to solve previous year question for each core papers and face to face problems were done by the

dept. Facilities.

5) Few student again have some issues regarding their economical problems so to improve their mental there are some regulation —

- i) Be mind ful.
- ii) We are not alone so beint together.
- iii) Be interfinal
- iv) Be Communicable.
- v) Positive out look.
- vi) Cnead a daily or weekly routine.
- vii) Celebrate your big small secess.
- viii) Study the life and work of some out mathe menticion/person like, Ram, anugan and vive-kanand, Vidyasager and other to make your dedication mind / creative mind.

Finally meeting ended with thanks to all.

[Signature]

24.02.2020



Principal
Mugberia Gangadhar Mahavidyalaya

Feedback Form
Students' mentor mentree program
Nutrition Dept., Mugberia Gangadhar Mahavidyalaya

Full Name Sayan Das

Mobile number 73644867483

Programme Name: B.Sc (NUTH) B.Voc (FP)

A. Please answer all questions by circling one out of numbers 1 -5 against each statement.

The number 1 - 5 correspond to the statement:

5 - Strongly agree

4 - Agree

3 - Neither agree nor disagree

2 - Disagree

1 - Strongly disagree

| | | | | | | |
|-----|---|---|---|---|---|---|
| I | How would you rate the mentoring programme?. | 1 | 2 | 3 | 4 | 5 |
| II | Would you want a mentor in the future? | 1 | 2 | 3 | 4 | 5 |
| III | Did you like your mentors? | 1 | 2 | 3 | 4 | 5 |
| IV | Is the program conduct regulary? | 1 | 2 | 3 | 4 | 5 |
| V | Are you able to sharing your problem to your mentors? | 1 | 2 | 3 | 4 | 5 |
| VI | Are you getting solution of your problem from your mentors? | 1 | 2 | 3 | 4 | 5 |

B. How do you evaluate your overall programme?

Very good Good Satisfactory Poor Very poor

Sayan Das

Some photos



Feedback Form
Students' mentor mentree program
Nutrition Dept., Mugberia Gangadhar Mahavidyalaya

Full Name Rima Giri

Mobile number 8145488241

Programme Name: B.Sc (NUTH) B.Voc (FP)

A. Please answer all questions by circling one out of numbers 1 -5 against each statement.

The number 1 - 5 correspond to the statement:

5 - Strongly agree

4 - Agree

3 - Neither agree nor disagree

2 - Disagree

1 - Strongly disagree

- | | | | | | | |
|-----|---|---|---|---|---|---|
| I | How would you rate the mentoring programme?. | 1 | 2 | 3 | 4 | 5 |
| II | Would you want a mentor in the future? | 1 | 2 | 3 | 4 | 5 |
| III | Did you like your mentors? | 1 | 2 | 3 | 4 | 5 |
| IV | Is the program conduct regulary? | 1 | 2 | 3 | 4 | 5 |
| V | Are you able to sharing your problem to your mentors? | 1 | 2 | 3 | 4 | 5 |
| VI | Are you getting solution of your problem from your mentors? | 1 | 2 | 3 | 4 | 5 |

B. How do you evaluate your overall programme?

Very good Good Satisfactory Poor Very poor

Rima Giri