



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

E-mail : mugberia_college@rediffmail.com // www.mugberiagangadharmahavidyalaya.ac.in

Report of
Mentor Mentee Club of
The Department of Nutrition
Subject -B.VOC (Food Processing)
Mugberia Gangadhar Mahavidyalaya

Report on

“Mentor Mentee Club”

Organized by- Department of Nutrition

B.VOC (Food Processing)

Mugberia Gangadhar Mahavidyalaya

08.02. 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 involve 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 08.02 .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..

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.
- 2) It is decided Mr.Tonmoy Kumar Giri and Mrs Sucheta Sahoo, will be joint-coordinator of this programme.
- 3) A mentor mentee programme will be held on 08.02.2020.
- 4) Approved list of the Mentors and list of mentees assigned to mentor is formatted which are given bellow.

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	M.voc	18	M.Voc III sem
3.	Mrs. Moumita Samanta SACT	Nutrition	11	B.Sc V sem
4.	Ms. Pranati Bera SACT	Nutrition	14	B.Sc II sem
5.	Mrs. Keya Dash SACT	Nutrition	17	B.Sc III sem
6.	Mrs. Sucheta Sahoo, SACT	B.voc (Food Processing	18	B.Voc II sem

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.	Sucheta Sahoo	18	Pintu Kumar Giri	B.Voc. (Food Processing) 3 rd semester	C/O - Pradip Kumar Giri Vill :-Dakshin Paikbar P.O :- Dakshin Dauki Dist:- Purba Medinipur Pin :- 721450 Date of birth:- 27/07/2000 Blood group:- B+ Email ID :-puntukumargiri70@gmail.com Mobile No :-7365887711/9733373946
2.	Sucheta Sahoo	18	Shyam Sundar Gole		C/O - Tapan Gole Vill :-Lalua P.O :- Patashpur Dist:- Purba Medinipur Pin :- 721456 Date of birth:- 04/08/2002 Blood group:- AB+ Email ID :-shyamsundargole05@gmail.com Mobile No :- 9083081686
3.	Sucheta Sahoo	18	Rakhi Rani Guria		C/O:-Arjun Guria Vill:- Keshabchak P. O:-Deulpotakeshachak Dist:-Purba Mednipur Pin:-721432 Dath of birth:-11/02/1999 Blood Group:-B+ Email ID:- rakhiraniguria91892715@gmail.com Mobile no:-8927156929
4.	Sucheta Sahoo	18	Mahasweta Maity		C/O -Goutam Maity Vill :-Beurgram P.O :- Irhpala Dist:- Pachim Medinipur Pin :- 721222 Date of birth:- 14/10/1998 Blood group:- A+

					Email ID :-mahaswetamaity912@gmail.com Mobile No :9883598490
5.	Sucheta Sahoo	18	Debdulal saho		C/O - Somsankar Giri Vill :-Krishnanagar P.O :- Krishnanagar Dist:- Purba Medinipur Pin :- 721430 Date of birth:- 18/06/1998 Blood group:- B+ Email ID :-debdulalsahoo14@gmail.com Mobile No :-9733373946
6.	Sucheta Sahoo	18	Soma Maity		C/O:- Rathindranath Maity Vill:- Madhakhali P.O+P.S:- Bhupatinagar Dist:- Purba Medinipur Pin:-721425 Date of birth:- 07/05/1997 Blood Group:-AB+ Email id:- somamaity 32@gmail.com Mobile No:-9733434972
7.	Sucheta Sahoo	18	Koushik Mondal		C/O:- Dipankar Mondal Vill:-Jagudasbar P.O:-Marishda Dist:-Purba Medinipur Pin:-721449 Dath of birth:-09/12/1998 Blood group:-O+ Email ID:-koushikmondal789@Gmail.com Mobile no:-9734688648, 9641188185
8.	Sucheta Sahoo	18	Kishnashree Jana		C/O- Gourhari Jana Vill- Jaranagar, P. O- Haria P. S- Khajuri, Dist- Purba Medinipur, Pin- 721430, Date of birth-10/10/1999 Blood group-B+ Email-janakrishna2597@ gmail. Com Mobile-9083642597, 7029503765

9.	Sucheta Sahoo	18	Sritam Das		C/O-Ranjan Kumar Das Vill-Kourmaishali P.O-Ichhabari Dist-Purba Medinipur Pin-721444 Date of birth -25/04/1999 Blood Group -O+ Email ID -sritamdas.0401@gmail.com Mobile no -7029744254
10.	Sucheta Sahoo	18	Buddhadev Misri		C/O- Prabir Misri Vill- Naruabila P.O- Bamanbarh Dist- Purba Medinipur Pin- 721456 Date of birth- 01/05/1998 Blood group- B+ Email- buddhadevmisri052020@gmail.com Mobile no- 9735232703
11.	Sucheta Sahoo	18	Saswati Jana		C/O-Basudeb Jana Vill-Erinchi P.O-krishnanagar Dist-Purba Medinipur Pin-721430 Date of Birth:-12/4/1998 Blood Group -AB+ Email-janasaswati2002@gmail.com Mobile No-8436249193
12.	Sucheta Sahoo	18	Sujata Sasmal		C/O- Asish sasmal Vill- Jararnagar P.O- Heria Dist- Purba Medinipur Pin- 721430 Date of Birth- 24/12/1998 Blood group- B+ Email ID- sujatasasmal63@gmail.com Mobile No- 6296773410
13.	Sucheta Sahoo	18	Manika Pal		C/O - Anadi Kumar Pal Vill - Kantapujuria , P.O.- Baghdadari Dist.- Purba Medinipur , Pin- 721425 DOB- 11/11/1999 Blood Group: B+ Mobile -8919863497 E-mail ID:- manikap1299@gmail.com
14.	Sucheta Sahoo	18	Buddhadev Jana		C/O:- Kalachand Jana Village:- Heria P.O:- Heria Dist.:- Purba Medinipur Pin:- 721430

					DOB:- 03/08/1997 Blood group:- B+ Email id:- buddhadevjana532@gmail.com Mobile no: 9635175736
15.	Sucheta Sahoo	18	Sudipta Bera		C/O:-Basudeb Bera Vill:- purba Radhapur P. O:-purba Radhapur Dist:-purba Mednipur Pin:-721425 Dath of birth:-29/06/1999 Blood Group:-AB+ Email ID:-sudiptabera 650@gmail.com Mobile no:-7810838431
16.	Sucheta Sahoo	18	Rumpa Bera		C/O-Tusar kanti Bera Vill:-Delbarh P. O:-Uttar Kotebarh Dist:-Purba Medinipur Pin:-721626 Date of birth:-09/09/1999 Blood group:-AB+ Email ID:-berarumpa725@gmail.com Mobile No:-8101972572
17.	Sucheta Sahoo	18	Suman Shit		C/o:-Totan Kumar Shit Vill-chinadari P.o-ururi Pin-721458 Date of birth-29/02/1999 Blood group:-A+ Email id:-sumanshit19@gmail.com Mobile no- 7365020001
18.	Sucheta Sahoo	18	Soma Das Adhikari		C/0_ranjit Das Adhikari Vill_Dhankar P.o_palpara Dist_purba medini pur Pin_721458 Blood group_B+ DOB_13/7/1999 e.mail id:-dasadhikarisoma13719@gmail.com Mob_9883501252
19.	Mr.Ton moy Kumar Giri,	10	Krishnendu Santra		C/O:-Shaktipada Santra Vill+Post:-Lalua Dist:-Purba Medinipur Pin:-721456 Date of birth:-26/09/1997 Blood group:-AB+ Email ID:- krishnendusantara20

					@gmail.com Mobile no:-7908893273
20.	Mr.Ton moy Kumar Giri,	10	Ranajit Maity		C/O - Rabin Maity Vill- Santrabarh P.O- khagdabirgram Dist -Purba Medinipur Pin-721633 Date of birth 02/08/1997 Blood group -B+ Email ID - ranajitmaity3@ gamil.com Mobile no -7319204812
21.	Mr.Ton moy Kumar Giri,	10	Somashri Patra		C/o- Pradip Maity Vill- Balyagobindapur P.o-Balyagobindapur Dist -Purba Medinipur Pin-721440 Date of birth - 2/03/1996 Blood Group- B+ Email id - Somashripatra1997@gmail.com Mobile -9883919735
22.	Mr.Ton moy Kumar Giri,	10	Puja Bhunia		C/O - Sudarshan Bhunia Vill :-Simulbari P.O :- Paushi Dist:- Purba Medinipur Pin :- 721444 Date of birth:- 10/01/1997 Blood group:- B+ Email ID :- pujabhunia2004@gmail.com Mobile No :-7601812627
23.	Mr.Ton moy Kumar Giri,	10	Indrajit Khatua		, C/O-Atanu Bikash Khatua Vill.+P.O.-Heria Dist.-Purba Medinipur Pin- 721430 Date of birth-15/06/1997 Blood group-O+ Email ID- indrajitkhatuaheria@gmail.com Mobile No-8101134583
24.	Mr.Ton moy Kumar Giri,	10	Prabin Nayak		C/O-Sankar Kumar Nayak Vill-Uttarakhamar P.O-Alukarnbar P. s - Bhupatinagar

					Dist-Purba Medinipur Pin-721454 Date of Birth:- 30/5/1996 Blood Group -AB+ Email- prabinnayak0807200@gmail.com Mobile No-8101232988
25.	Mr.Ton moy Kumar Giri,	10	Sanjib Das		C/ o- Subrata Das Vill- Gholepukuria P.o- Gholepukuria Dist- purba Medinipur Pin- 721650 Date of birth - 18/ 9/1997 Blood group - B+ Email ID - sanjibdas001@gmail.com Mobile no - 9547067162
26.	Mr.Ton moy Kumar Giri,	10	Madhumanti Pradhan		C/O:- Basudeb Pradhan Vill:- Chak Aiman P.O:- Argoal Dist:- Purba Medinipur Pin:- 721456 Date of Birth:- 30/03/1998 Blood group:- O+ Email ID:- pradhanmadhumanti5020@gmail.com Mobile No:- 7797484384
27.	Mr.Ton moy Kumar Giri,	10	Tanmoy Santra		, C/O- Bimal Santra Vill- Shyamchak P.O- Srikantapur Dist- Purba Medinipur Pin-721601 Date of birth- 14/07/1997 Blood group-A+ Email ID- tanmoysantra8@gmail.c Mobile no-8710096456
28.	Mr.Ton moy Kumar Giri,	10	Subha Das		C/O- Nandadulal Das Vill -Rampur P.O :- Nandapur Dist:- Purba Medinipur Pin :- 721625 Date of birth:- 28/06/1997 Blood group:- O+ Email ID :-dassubha786@gmail.com Mobile No - 8597474928/ 7479084436



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Date: 09.01.2020

NOTICE

It is hereby notified that a Mentor Mentee Programme is schedule to be held on 08.02.2020 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.

[Signature]
09.01.2020
Mentor

Dept. of Nutrition
Mugberia Gangadhar Mahavidyalaya

[Signature]
09.01.2020
Principal

Mugberia Gangadhar Mahavidyalaya

[Signature]
Principal
Mugberia Gangadhar Mahavidyalaya



Mentor - Mentee Meeting 8.02.2020

Members Presents at Mentor - Mentee Meeting are:

→ Students name :

1. Pintu K. Giri
2. Shyam Sunder Gole
3. Rakhi Rani Guria
4. Mahasweta Maity
5. Sama Maity
6. Krishnakshree Jana
7. Saswati Jana
8. Sujata Sasmal
9. Manika Pal
10. Rumpa Bera
11. Soma Das Adhikari
12. Samashree Patra
13. Maqhumanti Pradhan
14. Subha Das
15. Probin Nayak
16. Indrajit Khatua
17. Puja Bhanua
18. Tanmay Samantra
19. Souvik Das
20. Ranatit Maity
21. Krishnakanta Sankha
22. Suman Shit
23. Sudipta Bera

Resolutions:-

In this meeting²³ Students out of 27 students (our sem-II) were present. After a friendly discussion of almost 70 minutes some points look common to all.

1. To improve their skill in ICT, a workshop on PPT presentation was conducted by the dept. fast sem-II within
2. For improving their better/more confidence as well as for developing better prospects for students the dept. again arranged some workshops.
3. All students are worried about their end

Semester Examination, so some extra days were allotted in the dept. to solve previous year wise question for each core papers and face to face answer scripts evaluation were done by the dept. faculties.

4. Mentor watch that the mentees were less knowledge about IT like Microsoft office, C- Language, MATLAB. software. so a decision is taken that during 1st sem MATLAB software and IT certificates courses will be 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.

5. Few student again have some issues regarding their economical problems so to improve their mental health there are some regular activities-

- i) Be mindfull (ii) We are not alone so be in it together.
- iii) Be intentional iv) Be communicative
- v) positive out look.
- vi) Create a daily or weekly routine.
- vii) Celebrate your Big/small success.
- viii) Study the life and works of some out mathe metician/person like. Ram anujar, and vivekanand, vidyasagar. and others to

to make your dedication mind / creative
mind.

Finally meeting ended with thanks to all

08.01.2023

Principal
Mugberia Gangadhar Mahavidyalaya



Some photos



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

Full Name Indrajit Khatusa Mobile number 8293258296

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 mentor?	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

Indrajit khatusa