

## Aims and Objectives :-

1. To bridge the gap between the mentor and the mentee
2. To ensure the quality performance of the students in academics
3. To deal with the related issues for the ~~the~~ holistic development of the students.
4. To provide mutual support and congenial learning environment.
5. To inspire and motivate for higher studies and competitive examinations.
6. To discuss stress related issues
7. To regulate the academic involvement and assess the outcome.
8. It is helpful for slow learners.

## Programme Details

1. Mentor shall be assigned to the mentees right from the first year of the programme.
2. A mentor shall not have more than 30 mentees at a time.
3. The mentees preferably be attached to the same mentor for the entire duration of the programme.
4. 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.
5. The mentor shall identify the students performing exceptionally well in curricular or co-curricular activities and report the head of the institution/department for providing further motivation to advanced gifted learners.

### Attendance

The mentor shall observe and monitor the attendance of the mentee. He/she shall advise and taken necessary follow up action with regard to students who do not meet the attendance norms of the college.

### Academic Matters:-

The mentor shall also keep a track of the academic performance of mentee including continuous assessment, term and examination and help the mentee through counseling or by arranging remedial teaching if necessary.

③ Behavioral and discipline matters.

④ Health and physical well being.

⑤ Achievements, talents, and co-curricular activities.

⑥ Strain related issues.

## Duties/Responsibilities of Mentors

- (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 behavioural 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 homes 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 whenever required.
- (g) To guide students and also to arrange for remedial actions whenever required.

## Duties/ Responsibilities of mentee.

- a) Attend meeting regularly.
- b) Provide details of attendance, continuous assessment, term and examination, co-curricular, extra-curricular activities to the mentor whenever asked for.
- c) All personal information in the form at the time of joining the mentor-mentee system.
- d) Repose confidence in the mentor and seek his/her advice whenever required.
- e) Provide all the necessary data with relevant documents.
- 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) Conduct peer mentoring to help your mentee.
- i) Have a positive attitude.
- j) Accept feedback respectfully & conditionally & discuss future course of action.

## Characteristics of a good Student Mentor.

1. A good student mentor is someone who engages in a positive relationship with the student and gives them attention.
2. The mentor needs to have positive self-esteem react well to stressful situations and tolerate frustrating situations.
3. They need to listen well and communicate at a level that the student can understand and not be judgemental.
4. The mentor needs to provide leadership and guidance and be a positive role model, nurturing a relationship that respects the student's dignity.
5. The mentor must always show up on time for sessions, be committed and accept their responsibility.
6. They will not break the trust they have established.

## Benefits of a Student Mentoring Programme.

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

## Benefits to Peer Mentors

- III Adults who volunteer to mentor students increase their involvement in the learning community and recognise they can make a difference.
- III 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 Commerce Department

1. Having a Student mentoring scheme helps to foster good community relations and contributes to the local and area targets for economic growth.
2. Students will be more motivated and inspirational which will improve morale amongst the learning community.
3. Mentoring will maximise 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.
4. Mentoring enhances the skills of staff and students, improves student attendance and increase student retention.

# Mugberia Gangadhar Mahavidya

Mentor-Mentee Cell  
Approved list of the mentors.  
Department of Commerce.

Sl. NO	Name of Mentor	Dept. of Mentor	No. of Mentees	Aliter Class ment
1.	Prof. Abani Kumar Tripathy. Associate Professor, H.O.D.	Commerce.		B. Com. 3rc
2.	Sudarshan Adak. SACT-II	Commerce.		B. Com.
3.	Ranjit Giri SACT-II	Commerce		B. Com.
4.	Radhakrishna Dinda. SACT-II	Commerce		B. Com.
5.	Chatu Kamilya. Guest Lecturer.	Commerce		B. Com.
6.	Anupam Das. Guest Lecturer.	Commerce.		B. Com.

Mugbura Gangadhar Mahavidyalaya

List of Mentees assigned to mentors.

Department of Commerce

Sl. No.	Name of Mentee	Roll No	Class	Address and Mobile no. of Mentee.
1.	Aditi Santra	2101	B.Com 6 <sup>th</sup> Sem	vill - Chhota Udayapur. P.O - Argo. P.S - Patashpur. Dist - Purba medinipur. Mob. No - 9339172722 Pin - 721456
2.	Arindam Jana.	2106		vill - Patna. P.O - Ajaya. P.S - Khejuri Dist - Purba medinipur. Mob No - 6294677821 Pin - 721430
3.	Dipak Bera.	2110		vill - Kharikapatna. P.O - Praty dighi. P.O - Patashpur. Dist - Purba medinipur. Mob - 9547423969. Pin - 721440
4.	Moumita Pandip	2113		vill - Purba Radhapur. P.O - Pr Radhapur. P.S - Bhagnampur - Dist - Purba medinipur. Pin - 721425 Mob. - 9564168407

Sr.	Name of Mentee	Roll No.	Class	Address
5.	Mousumi Giri	2114		Vill - Chakpade P.O - Lalua P.S - Patashpur. Dist - Purba Medinipur Pin - 721456 Mob. - 6297180
6.	Jyotirmoy Kamishya	2111		Vill # P.O - Egra P.S - Egra Dist - Purba Medinipur Pin - 72142 Mob. 77975301
7.	Partha Pratim Bag.	2116		Vill - Karinet P.O - Mugberi P.S - Bhupatin Dist - Purba Medinipur Pin - 72142 Mob - 7479188
8.	Mrinmay Roy	2115	A	Vill - Kismatpa P.O - Dumarda P.S - Bhupatin Dist - Purba Medinipur Pin - 72142 Mob. - 78723

9. Saikat Paria. 2120

Vill - Madra.

P.O - Tikashi

P.S - Khejuri

Dist - Purba Medinipur

Pin - 721430

MOB. - 8372044905

10. San Kar Giri 2123

Vill - Kanuria

P.O - Bamambarh

P.S - Bhupatinagar

Dist - Purba Medinipur

Pin - 721456

MOB. - 7001436801

11. Sanjon Khanta 2122

Vill - Kantapukuria

P.O - Baghadari

P.S - Bhupatinagar

Dist - Purba Medinipur

Pin - 721425

MOB. - 9800314587

12. Shachin Pillai 2126

Vill - Madhaukali

P.O - Bhupatinagar

P.S - Bhupatinagar

Dist - Purba Medinipur

Pin - 721125

MOB. - 74780668

13. Sikha Rani Dey 2127

vill - Uttar Digha

PO - Itaburia

P.S - Bishyabinaga

Dist - Purba Medinipur

Pin - 721456

Mob. - 97326377

14. Sasanka Pasikasa 2124

vill - Kalyaid.

PO - Huria

P.S - Khejuri

Dist - Purba Medinipur

Pin - 721430

Mob - 837288478

15. Sayan Kumar Dey 2125

vill - Landighis

PO - Itaburia

P.S - Itaburia

Dist - Purba Medinipur

Pin - 721456

Mob - 70745440

# Mentor Mentee Meeting

Date:   /  /    
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## Notice.

It is hereby inform you that a mentor mentee meeting is scheduled to be held on 02.03.2023 at 3.00 p.m for the following agendas. All mentees are asked to join the meeting positively.

## Agenda.

1. Class Routine discussion.
2. Syllabus discussion for this semester and said about the name of books related to syllabus.
3. Identify Card issue.
4. Personal Problems of Students.
5. Misc.

Sudhansu Adak

## Signature of Students.

1. Aditi Samra
2. Arindam Jana
3. Syotiramooy Kamilya
4. Shachini Pillai
5. Partha Pritam Bag
6. Mrinmay Das
7. Mousumi Gini
8. Sankar Ciri
9. Dipak Bera,
10. Monmita Pandit
11. " "

M. Saranya Pariksha

Resolution :-

In this meeting 14 students out of 15 students of UG - VI Sem (com.) were present. After a friendly discussion of almost 1 hour, few points were common to all.

- ① Except few most of the students do not have any clear vision/ plan after completing 11th or they read online class during the Covid-19 situation.
- ② Some students have some issue regarding their economic problems, the changes in life during Covid-19 situation.
- ③ A detailed discussion has done on higher such as CA, CMA, MBA and job opportunities to make them motivated.

After counselling their mental health there are some resolutions:  
i) Be mind full ii) We are not alone, so be in together. iii) Positive outlook iv) Be committed

finally meeting ended with a vote of Thanks to all mentees

~~Saranya~~

Saranya Advise



# Mentor mentee Meeting

Date: 1/1/  
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## Notice

It is hereby inform you that a mentor mentee meeting is scheduled to be held on 10.05.2023 at 2:45pm for the following agenda. All mentees are asked to join the meeting positively.

### Agenda.

1. Discussion regarding the personal problems.
2. Discussion for their library advantage.
3. Discussion with absent student in class.
4. ~~Enforcement~~ Misc.

Sudrasan Adak

### Signature of Student.

1. Parulha Pritham Bag

2. Mausumi Giti

3. Aridam Jana

4. Syotirmoy Kamalya

5. Aishi Santra

6. Saikat Paria

7. Mrinmay Roy

8. Monmita Pandit

9. Sonjoy Khanna

10. Sayan Kumar Dey

11. Shachini Pillai

12. Sanjam Chini

Principal  
Mugdha Gangadhar Mahapatra

Resolutions:- In this meeting all the students of UG-VI Sem. were present. After a friendly discussion of almost 1 hour few points were common to all.

- ① Some students are face some difficulty some topics. So extra classes was provide beyond. The class hours and after so days we observed the improvement in dip papers.
- ② A detailed discussion has done on his study of future scope of Commerce and also discuss about the great Commerce of make them motivated.
- ③ Some students face some personal problem they our said the problem and given a advice to solve the problem and motivated them to study. The

Finally the meeting ended with a vote of Thanks for all the students.

Sudarsan Adak

*[Signature]*

Principal  
Mugheria Gangadhar Mahavidyalaya

## NOTICE

It is hereby inform you that a mentor-mentee meeting is scheduled to be held on ~~01.07.2023~~ <sup>01.07.2023</sup> at 3 p.m for the following agendas. All mentees are asked to join the meeting positively

Agenda:-

- ① Discussion the personal problem of student.
- ② Discuss the career oriented program of student
- ③ Misc.

### Signature of Students.

1. Dipak Bera.
2. Shachini Pillai
3. Syotirmoy Kamilya
4. Partha Pritam Bag
5. Sankar Chiri
6. Saikat Pabla
7. Aditi Santra
8. Mrinmoy Roy
9. Moumita Pandit
10. Sonjoy Khanna
11. Arindam Jana
12. Mousumi Giti
13. Sayan Kumar Dey
14. Sikha Rani Dey

## Resolutions

- 1) Some students basic completing the syllabus related issue on some papers. Extra class are provided to solve it.
- 2) A detailed discussion has done on higher studies M.Com, C.A, CMA and future scope of Commerce. Job opportunity and cost of living.
- 3) To motivate the students and autobiography of great entrepreneurs.
- 4) In this session where a student raise issue with various problem.
- 5) Discussion regarding the personal problems.
- 6) Future planning regarding Higher studies and career empowerment.

*[Signature]*

## Notice

It is hereby inform you that a mentor-mentee meeting is scheduled to be held on 13.09.2023 at 2:45pm for the following agenda

~~All member members~~

All members are asked to join the meeting positively.

### Agenda:-

- i) Discussion regarding The personal problems
- ii) Class routine problem Discussion
- iii) Discussion for Their Library Card
- iv) Career Empowerment.

### Signature of student

1. Sayan Kumar Dey
2. Sikha Rani Dey
3. Mausumi Giti
4. Dipak Bera.
5. Partha Pratim Bag
6. Saikat Patra
7. Anindam Jana
8. Aditi Santra
9. Syotirmoy Kamitya
10. Mrinmoy Roy
11. Monmita Pandit
12. Sasanka Paikara
13. Sankar Giri
14. Shachini Pillai

Resolutions 1) It is resolved that  
workings for the higher study will  
conducting shortly

2) To motivate the student  
for higher Education.

3) Future planning regards  
Higher Study & Career Council