



The New Miraj Education Society's

Kanya Mahavidyalaya, Miraj

(Affiliated to Shivaji University, Kolhapur)

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Guidelines of Student Mentoring System

Kanya Mahavidyalaya, Miraj has established itself as an excellent institution by providing quality teaching-learning to students. The main objective of the Student Mentoring System is to develop a positive attitude among the college students and provide them with personal and career counseling. The UGC has outlined guidelines for the Student Mentoring Programme. The college has a large number of female students coming from rural areas. Students face many difficulties while pursuing college education. With the help of teachers as mentor, it will be easier for them to learn. To this end, teachers as mentors help the students in many ways and encourage them to get a good education.

Objectives:

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

Student Mentoring Committee:

The student mentoring system is controlled by the Student Development Cell. At the beginning of the year a few students are assigned as mentee to each teacher considering the total number of students. The committee of Mentor: Mentee is formed. These teachers, throughout the year mentor their students and submit the report to the committee. This report is further submitted by Student Development Cell to IQAC. IQAC evaluates this process.

Methodology of Mentoring:

- The discussions should be thought provoking. Teacher's approach should be objective. It is essential for giving exposure, realizing values and nurturing student's personality in natural manner.
- To provide the necessary educational materials to the most needy and aspiring students.
- Following are the topics for discussions during mentoring session.
 - Human Needs of self and body
 - Peer pressure
 - Examination Anxiety
 - Study Skills
 - Healthy Relationships

- Students' aspiration, family expectation
- Social Issues

Areas of Review:

- **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 coaching, if necessary.
- **Attendance:** Mentor shall observe the attendance of the mentee. Mentor shall advice and take necessary actions about the attendance of mentee with regards to University rules.
- Mental Health and Physical wellbeing
- Achievements, Talents, Co-curricular and Extra-curricular activities
- Issues related to Behavior and discipline.

Duties/Responsibilities of Mentor

- Introduction and discussion of the Mentor: Mentee system.
- Regular meetings and record in detail about goal setting and action planning.
- To keep a track record of attendance and academic performance and behavioral aspect.
- To contact with parents and to inform them the progress of their ward.
- To arrange remedial teaching, if necessary.
- To support the student academically and emotionally.

Duties/Responsibilities of Mentor

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