

GURU NANAK KHALSA COLLEGE FOR WOMEN

MODEL TOWN, LUDHIANA

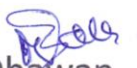
REPORT

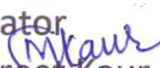
On



Student Mentoring Group

(2021-2022)



Coordinator 
Dr. Madhu Dhawan
(Assistant Professor)
Dept. of Sociology

Co-coordinator 
Mrs. Manpreet Kaur
(Assistant Professor)
PG Dept. of Commerce


Dr. Maneeta Kahlon
Principal 
G.N. Kh. College for Women,
Model Town, LUDHIANA.

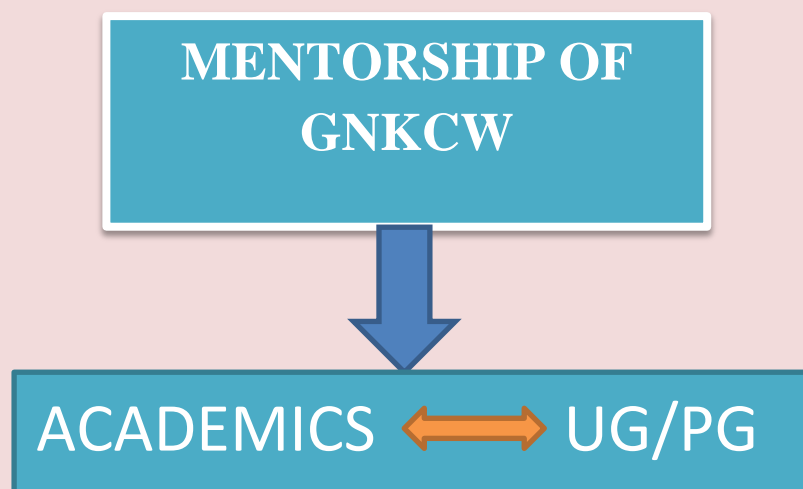
MENTORSHIP

Student mentoring system (SMS)- Mentoring is a unique method of supporting students to improve their learning and leadership skills, motivating them towards their future career development. With this in mind, the college has a mentorship programme wherein the faculty members are given training on mentor system and meet the students on day-to-day basis to listen to their issues and guide them on their overall personality development. Mentors are student centric teachers-friends-guides who help young learners in their transitory phases and challenging academic times. Mentoring programme has been introduced for obtaining realistic assessment of the learner's performance and for providing inclusive spaces for academic growth and skilful development of the student's community. Our faculty mentors offer their guidance, knowledge, experience and expertise in promoting their mentees overall development. Mentoring is a loyal, sincere and confidential partnership between mentor and student mentee. Our faculty mentors and special mentors serve as reliable guides- like a parent as well as a teacher, throughout their institutional learning

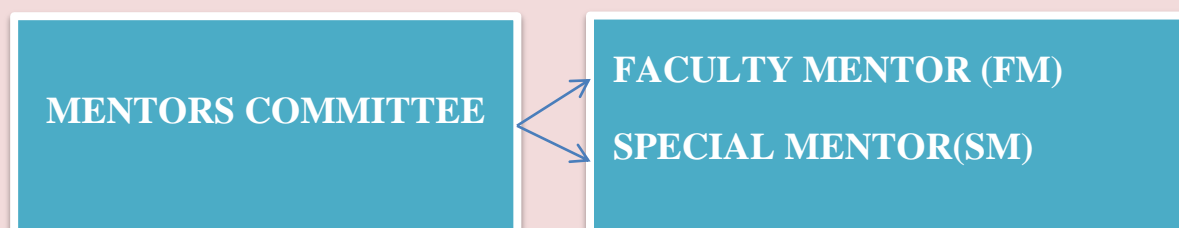


Objectives Of SMS (Students Mentoring System)

- To provide a reliable, comprehensive support system to encourage and motivate our students to achieve professional and personal goals.
- To provide guidance, effective learning, and skilful development of our students and to find out Slow learners (SL), Good learners (GL), and Advanced Learners(AL)
- To help them to understand the challenges and to grab the opportunities through guidance and support.
- To ensure smooth transition to campus life and professional academic life.
- To provide positive role models to the freshly enrolled students and proactively try to identify their problems and to bring them to the notice of the concerned authorities.



MOTTO-----APPROACH, ENDEAVOUR AND EXCELLENCE (AEE)



MENTORS COMMITTEE:

- | | |
|---------------------|------------------------------------|
| 1. Chairman | Dr Maneeta Kahlon (Principal) |
| 2. Vice chairperson | Mrs Maninder Kaur |
| 3. Coordinator | Dr Madhu Dhawan |
| 4. Co-coordinator | Mrs Manpreet Kaur |
| 5. Secretary | Damanpreet Kaur Grewal (Head Girl) |

Mentor's guidelines

Role and Responsibilities

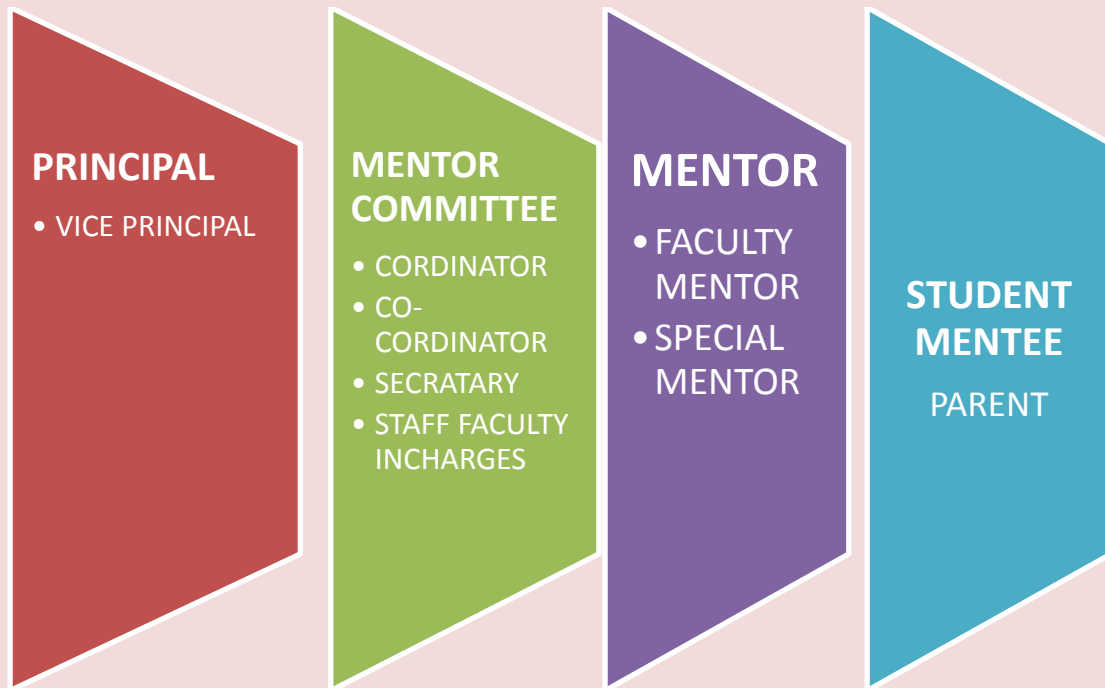
- ❖ Provide good orientation to the mentees about academic program, institution and opportunities.
- ❖ Provide sustained motivation and boost their self confidence
- ❖ Identify mentees learning needs, referring and correcting them.
- ❖ Create a feeling of comfort and belongingness among students.
- ❖ Refer distressed cases to the grievance redressal cell and collect feedback.
- ❖ Monitoring psychological growth and progress.
- ❖ Ensure frequent visits to the library and utilize the facilities.
- ❖ Locating and solving attendance issues if any.
- ❖ Focus on progress oriented personal development.
- ❖ Ensuring and providing necessary feedbacks to the authorities.



Mentee guidelines

- ❖ Be a responsible learner and active listener
- ❖ Give constructive feedback that can be acted upon
- ❖ Seek out opportunities.
- ❖ Have desire for knowledge and self- development
- ❖ Open and honest communication.
- ❖ Willingness to commit time for meetings with mentor
- ❖ Plan goals and try to achieve.
- ❖ Enhance skill development.
- ❖ Be open to professional and personal growth and all round development.
- ❖ Absorb knowledge and guidance from mentors

LINE OF REPORTING



Maintain a positive communication channel institution, academic authority, students and parents efficiently. The mentors meet the academic head of the institution often to discuss about the mentees academic progress and remedial measures taken. The mentor-mentee interaction provides an opportunity to document the academic journey of a graduate/post graduate which will be a helping tool to find excellence.

Student mentoring system (SMS) aspires to transitional positive changes, benefiting the student community to build a healthy relationship with peers, faculty and the institution. This programme primarily deals with first year undergraduate students. The faculty incharges will be allocated as mentors of different streams respectively. The senior student of college called student mentor are responsible for helping a set of fresh enrolled students adjust to the new environment and subsequently monitor their progress throughout the year.

The Student mentoring system (SMS) programme implementation has the following phases:

Phase I: Select students mentor from the entire strength of institution

Phase II : Allotment of the students to the mentors.

Phase III: Interaction of students with the mentors and identifying strength and weakness of the mentees. Forming whatsapp group, if possible, to keep contact among the group.

Phase IV: Periodic meeting of the mentees with the mentors and remedial training of the learners, training students to take up higher skills.

Phase V: Obtaining feedback from the students at the end of the session.

2021-22

Detail of activities performed during 1 st quarter (july – sept 2021)			
S No	Date	Action Purposed	Action Taken
1	14/09/2021	Allotment Of Students to form group	Students were allotted to mentors
2	22/09/2021	To inform students for allotted mentors.	A notice was displayed on the notice board to intimate students. A message was also circulated in different whatsapp groups.
3	30/9/2021	To conduct mentor meet for all the college students.	An open interaction was conducted during 7th lecture. The students attended this session after a long gap imposed by the COVID-19 situation and shared their views with their respective mentors.
Detail of activities performed during 2nd quarter (oct – dec 2021)			
4	30/10/2021	To conduct mentor meet for all the college students	An interactive session was held in the seventh lecture. The students were made aware about the importance of sanitation, hygiene and moral values in life. Students were urged to avoid buying unnecessary costly things on the eve of Diwali. students were also sensitise against the menace of corruption and undertook an integrity pledge to mark the vigilance awareness week
Details of activities performed during 3 rd quarter (jan –march2022)			
5	15/03/2022	To conduct mentor meet for informing the students about scholarship schemes and forth coming events to be held in this quarter.	The prime objective of this meet was to inform students about various scholarships scheme available in the college and various forthcoming events .Students were encouraged to participate in various extra curricular activities. The students enthusiastically attended this meet and shared their views with their mentor's

Details of activities performed during 4 th quarter (april-june 2022)			
6	08/04/2022	To conduct mentor meet for informing mentees about their off line mode of exams and paper pattern after the gap of 2 years	The mentor meet was conducted to inform the students that mid semester exams are mandatory for all students. They were stressed about off line mode of exams which will commence in month of May
7	04/05/2022	To conduct mentor meet regarding upcoming mid terms exams	During the meet , students were made aware about importance of mid term exams. Exams guidelines were given to the students.

Glimpes of Student Mentoring Meet

(2021-22)





Social Media Links

<https://www.instagram.com/p/CdJClSRhlc2/?igshid=MDJmNzVkMjY=>

https://www.instagram.com/p/CUcuDoEhv0O/?utm_medium=share_sheet

https://www.instagram.com/p/CVqTO_9hgTS/?utm_medium=share_sheet

https://www.facebook.com/permalink.php?story_fbid=1378751302545322&id=646575452429581

https://www.facebook.com/permalink.php?story_fbid=1394689624284823&id=646575452429581

Student mentoring group

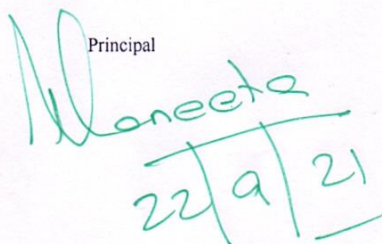
Session 2021-22

S.NO	CLASS	Teacher Incharge	Room no.	Roll no.
1	B.A (1st year)	Dr Anupam, Ms Kavita Kuplish	303	101 to 153 (109,110,119,126,143)
		Ms Shikha Kalra Ms Sandeep Kaur	304	154-205 (183,185,186)
		Dr Madhu Dhawan Ms Seema Devi	108	206 to 258 (218,219,235,252,256)
2	B.A (2nd year)	Dr Parveen Arora, Ms Sarabjit Kaur	105	401-454
		Ms Harpeet Kaur(F.A), Ms Guarpan Kaur	401	455-509
		Ms Surjit Kaur Ms Inderjeet Kaur	203	510-564
3	B.A (3rd year)	Ms Prabhjot Kaur Ms Rachana	107	701-746
		Ms Sukhjot kaur Ms Amarpreet Kaur	205	747-793
		Dr Shikha Bajaj Ms Arpuneet Kaur	Fine Arts Lab	794-840
4	M.A (1st & 2nd year)	Ms Gagheetpal Kaur	219	2201-2214,2301-2322
5	PGDMC	Ms Kirti	403	3001-3012
6	Bcom(1st year)			
	sec A	Ms Punpreet Kaur Ms Shubhra	301	1001-1005,1007-12,14-23,25-27,29-42,44,46,48,93,1101-1102,1104-26 ,1151-55,58,66-70,77,81
	sec B	Dr Pratibha Tyagi Ms Kritika Gupta	302	1013,1050,1051-61, 63,64,66-70, 72-81,83,84,86-92, 94-97,99-1100, 1127,28,1130-35, 37-40,42-48,1156,57,59,60,61-65,1171,74,75,76,78-80,82
7	Bcom(2nd year)			
	sec A	Ms Ritu Priya Ms Harpreet Kaur (comm.)	315	1302-1350,1438 ,1451-1455,1466,1471,73,76,
	Sec B	Dr Neetu Prakash Ms Ekroop	316	1351-1353,1355-70,72-79,81-86,88-1400, 1456-60,68,1470
	Sec C	Ms Rajwinder Kaur, Ms Neha Dawar	317	1401-1437,39-50, 1461,1463-65,67,69,72,74,75
8	Bcom (3rd year)			
	Sec A	Ms Manpreet Kaur , Ms Jaswinder Kaur	215	1601-31, 33-50,1748,1751-55, 66-70, 88-90
	sec B	Ms Maninder Kaur, Ms.Shifali	216	1651-53,1655-97, 1699,1700,1721,1724,1749,1756-60, 1771-75, 1781,1787,1792,93,94
	Sec C	Ms Manmeet Kaur, Ms Pavneet Kaur	217	1654,1698,1701-20,22,23,25-47,50,61-65, 76-80,82-85,86,91,
9	M.COM (1st & 2nd year)	Dr Kuldeep Kaur. Ms Jyoti	118	2401,2403-36,39,2501-2523
10	BBA(1st year)	Dr Nidhi Sharma,Ms Jaspreet Lamba	320	2701-26, 28-30, 32-42
	BBA (2nd year)	Dr Nidhi Sharma, Ms Urvashi	321	2801-28, 30-40
	BBA(3rd year)	Dr Nidhi Sharma, Ms Gurleen Kaur	222	2901-2935
11	Bca(1st & 2nd year)	Ms Satwant Kaur Ms Harleen kaur	319	1901-41, 2001-32
12	Bca (3rd year) & PGDCA	Ms Daisy Wadhwa Ms Harpreet Kaur (c.sc)	COMP. LAB	2101-29, 2601-19

Coordinator

Co-coordinator

Principal


 22/9/21