



NIRMALA MEMORIAL FOUNDATION

COLLEGE OF EDUCATION

AFFILIATED TO UNIVERSITY OF MUMBAI

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai - 400 101. • Tel.: 2854 3234

Students mentoring programme Policy

Introduction:

The student is the heart and soul of our educational system. To help students face global challenges, meet local needs and develop their abilities, skills, the college has created a competent mentoring system. Mentoring policy strengthens the relationship between teacher and students to make the teaching and learning process more dynamic and fruitful. Mentoring system focuses on identifying and honing each student's potential and uniqueness and taking them to the right career path. Mentor-mentee system allows the faculty to understand and keep track of specific family issues, personal, educational and financial problems of students as well as to provide them with a helping hand as needed. IQAC coordinator coordinates and supervises the entire mentoring process. The mentoring process is carried out in three different aspects: pre-mentorship, regular mentorship and post mentorship. IQAC has created a well-structured mentoring programme for students as follows.

The purpose of the program is to:

- Provide personalized attention to the issues that the students face.
- Help students feel at home on campus.
- Monitor students' academic performance and overall performance.
- Help students enhance their study abilities.
- Help students select and work toward their career objectives

Pre – mentoring:

1. Educate faculty members on the purpose, goals and scope of such a successful mentee programme
2. Educate students about the mentee programme and its role
3. Educate students on how to take advantage of the mentee programme for overall growth and development
4. Streamline the smooth working of mentoring form preparation
5. Allocate mentee to the concerned faculty members

Mentoring:



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For group mentoring, the students have been individually groomed by organising workshops, seminars, etc. immediately after being admitted to First Year for all courses. To understand the needs of specific groups of students and therefore the inclination of mentee groups. One to one communication between mentors and each mentee.

Post – mentoring:


After mentoring,

1. The IQAC takes the students' grievances collected by the mentor seriously and attempts to address the institutional grievances through various committees such as the internal complaint committee.
2. The gathered experiences of the mentoring process have been understood and analysed by the IQAC, and communicated to the relevant department / committee for improvement.
3. The integrated outcome report of the mentoring programme for each batch has been prepared.

Methodology:

- i. Data on the mentee and mentor were collected through offline/online mode from students after allocating mentors.
- ii. The mentor organises a group/individual meeting with the mentee at least twice a semester.
- iii. Students can contact their respective mentor at any time. d. Student progress was tracked accordingly.
- iv. For emotional problems, the mentor should connect the student with a Psychologist.
- v. Mentees are expected to be prepared for facing the challenges and opportunities in developing world.
- vi. This is why mentees are trained to navigate the complexities and opportunities of the developing world.




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