



# 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

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**Subject: Mentor-Mentee Programme**

Details of the Mentor-Mentee Program can be found here.



Signature of The Principal  
Dr Swapan Kumar Misra

*Principal*  
Mugberia Gangadhar Mahavidyalaya

# Mugberia Gangadhar Mahavidyalaya

## Department of Physics

### Mentor- Mentee program

Mentor- Mentee program is introduced to extend support and guidance to the students studying in the Department of Physics for the betterment of their academic and professional career and thereby contribute towards nation building. It is a 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.

### **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 a 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.

### **Programme Details**

- Mentees shall be assigned to the mentors right from the first semester of the programme.
- A mentor shall not have more than 10 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 department for providing further motivation.
- The mentor shall also identify the students whose performance/attendance is below average. 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.

Special care in following matters:

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.

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 counselling or by arranging remedial teaching, if necessary.

Behavioural and discipline matters

Health and physical well being.

Achievements, talents and co-curricular activities

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 a 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 the 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.

Megheria Gangadhar Mahavidyalaya  
Bhupatnagar, Purba Midnapore.

Date :-

Academic Session - 2017-18.

Sr. No.	Teacher/Mentor	Allotted Student / Mentee.	Date of Meeting
1.	Arpita Das	Subhadis Jana	Counsellor ◊ Shortly gaze of today's disc Counselling for Student done. 14/09/2017 ◊ Some personal difficulties of students are discuss. ◊ Motivated them to concentrate on studies. 20/02/2018 ◊ Bipasa Bada has hostel adjustment difficulty, which discuss and solve. 23/05/2018
		Bipasa Dinda	
		Ranjom Pramadick	
		Sayam Tripathy	
		Japan Roy	
2.	Gourchand Maund	Ariandom Maity	Today's discussion ◊ Explained some events and the procedure to approach 19/04/2017 ◊ Some practical class issues solved. 13/12/2017 ◊ Guided to search the higher studies opportunities. 18/06/2018
		Pritom Nanda	
		Bosudev Bar	
		Ranjit Sau	
3.	Rupam Mal	Rabin Roy	Discuss these topics ◊ Maintains discipline in classes and labs. 8/10/2017 ◊ Discuss about cause of absent in class. 10/01/2018 ◊ Discuss about some hostel issues, personal problem and motivate them for higher studies. 18/06/2018
		Atanu Mali	
		Jiyasa Panda	
		Joydev Jana	

*Ranjan*  
Principal  
Megheria Gangadhar Mahavidyalaya

Mugberia Gangadhar Mahavidyalaya.  
Bhupatinagar, Purba Medinipore.

Date: -

Academic Session - 2018-19.

Sr. No.	Teachers / Mentor	Allotted Student / Mentee	Date of Meeting
1.	Rupam Mal	SK. Abdul Rahim Ali Sujit Singha	<ul style="list-style-type: none"> <li>◊ Motivate them for concentrate in studies. 09/09/2018</li> <li>◊ Discuss about their achievement and some difficulties in lab. 1/02/2019</li> <li>◊ Discuss about their health issues and concern them. 19/06/2019</li> </ul>
2.	Arpita Das	SK. Abdul Rahim Ali Sujit Singh	<p>discuss topics.</p> <ul style="list-style-type: none"> <li>◊ Difficulties in offline classes. 4/10/2018</li> <li>◊ How to gather note in offline mode. 18/06/2019</li> </ul>
3.	Nadut Shaikh	SK. Abdul Rahim Ali Sujit Singh	<ul style="list-style-type: none"> <li>◊ Discussion topics</li> <li>◊ Motivate them for depression in offline period. 19/09/2018</li> <li>◊ Discuss about their future condition. 6/02/2019</li> <li>◊ Awareness for some health issues. 18/04/2019</li> <li>◊ Relaxed them. 17/07/2019</li> </ul>

Principal  
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Mugberia, Gangadhar Mahavidyalaya  
Bhupatinagar, Purba Medinipur

Date :-

Academic Session - 2019-20.

Sr. No.	Teacher/Mentor	Allotted Student/Mentee	Date of Meeting
1.	Sourav Panda	Supriya Pal	Discussion of topics
Anup Maity		<ul style="list-style-type: none"> <li>Motivate them for their studies.</li> <li>Search their difficulties in</li> </ul>	
Satyapriya Mondal		<ul style="list-style-type: none"> <li>Some topics in physics and solved them.</li> </ul>	
Swargam Bera		<ul style="list-style-type: none"> <li>Discuss about their offline classes difficulties and solved them</li> </ul>	
2.	Hadut Shaikh	Swagatam Maity	Grade of today's discussion
Tanmoy Das		<ul style="list-style-type: none"> <li>counselling them :- 18/09/2019</li> </ul>	
Swargam Bera		<ul style="list-style-type: none"> <li>Their personal some difficulties solved - 7/01/2020</li> </ul>	
Sulekha Maity		<ul style="list-style-type: none"> <li>Depression of</li> </ul>	
Subhadip Pramanik		<ul style="list-style-type: none"> <li>online mode discussed and solved them.</li> </ul>	

Principal  
Mugberia C. Gangadhar Mahavidyalaya

Mugberia Gangadhar Mahavidyalaya  
Bhupatinagar, Purba Medinipur.

Date :-

Academic Session :- 2020-21.

Sr. No.	Teacher / Mentor	Allotted student / Mentee	Date of Meeting
1.	Wadiot Shaikh	Swangam Bera	Today's discussion :-
		Anup Maity	<ul style="list-style-type: none"> <li>◉ Absent of <sup>office class</sup> <del>class</del> discussed. 13/10/2020</li> <li>◉ How to prepare</li> </ul>
		Subhadip Prasadik	<ul style="list-style-type: none"> <li>◉ motivate them for higher studies. 24/03/2021</li> </ul>
		Swagatam Maity	<ul style="list-style-type: none"> <li>◉ himself in offline mode for future discussed. 11/01/2021</li> </ul>
2.	Apita Das	Sutekha Maity	Discussed topics
		Snaya Das	<ul style="list-style-type: none"> <li>◉ Counselling them for personal issues. 6/10/2020</li> </ul>
		Gopal Bera	<ul style="list-style-type: none"> <li>◉ Enhance their practical knowledge 22/01/2021</li> <li>◉ Discuss how to prepare themselves for future. 7/04/2021</li> </ul>
3.	Goushand Manna	Bandara Pradham	Discussion topics -
		Sayantan Pradham	<ul style="list-style-type: none"> <li>◉ Enhance their practical knowledge and show some</li> </ul>
		Badyapriya Mondal	<ul style="list-style-type: none"> <li>◉ Video for such interia 16/09/2020</li> <li>◉ Solve some</li> </ul>
		Jannoy Das	<ul style="list-style-type: none"> <li>◉ offline mode 6/01/2021</li> <li>◉ classes difficult.</li> <li>◉ Relaxed them for quarantine effect. 18/03/2021</li> </ul>

Principal  
Mugberia Gangadhar Mahavidyalaya

Mugheena Gangadhar Mahavidyalaya  
 Bhupatinagar, Purna Madanipura.  
 Date:-

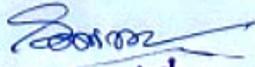
Academic Session : 2021-22

Sr. No.	Teacher/Mentor	Allotted student/Mentee	Date of Meeting
1.	Dr. Indul Shaikh.	Animesh Das.	At a glance of today's topic
		Soumyadeep Kayet	<ul style="list-style-type: none"> <li>Motivate them in offline classes 14/09/2021</li> </ul>
		Subhadip Sarmal	<ul style="list-style-type: none"> <li>Always available of Sirs and mentors in their difficulties assured them. 15/03/2022</li> </ul>
2.	Souman Panda.	Susabhan Das	Today's topics:-
		Subhadip Panda	<ul style="list-style-type: none"> <li>Motivate them in offline mode 5/10/2021</li> </ul>
		Subham Samanta	<ul style="list-style-type: none"> <li>Counselling for their personal difficulties 4/02/2022</li> <li>Understand them about electrical parts 5/09/2022</li> </ul>
3.	Gourchand Manna.	Krisnendu Sekhar Mondal	Discussed topics:-
		Buddipta Gini	<ul style="list-style-type: none"> <li>After long time motivate them in offline mode 22/09/2021</li> </ul>
		Anusorniti Pracham.	<ul style="list-style-type: none"> <li>Motivate them in studies. 18/01/2022</li> </ul>
		 Principal Mugheena Gangadhar Mahavidyalaya	<ul style="list-style-type: none"> <li>Enhance their practical knowledge. 19/05/2022</li> </ul>

Mugberia Gangadhar Mahavidyalaya  
Bhupatnagar, Purba Medinipur.

Date: -

Academic Session: - 2022-23.

Sl. No	Teacher/Mentor	Allotted student/Mentee	Date of Meeting
1.	Dr. Wadant Shaitk.	Atapriya Maity	Discussion topics
		Barsha Bera	<ul style="list-style-type: none"> <li>Related their knowledge with practically. 15/09/2022</li> </ul>
		Pradyut Kumar De	<ul style="list-style-type: none"> <li>Inform them about some scholarship. 21/11/2022</li> </ul>
		Sambhu Das.	<ul style="list-style-type: none"> <li>Scope of jobs in future. 14/03/2023</li> </ul>
2.	Goushand Manna	Subhajit Mondal	Today's topics:-
		Subrata Sen	<ul style="list-style-type: none"> <li>Enhance their practical knowledge. 14/09/2022</li> </ul>
		Suryakanta Jana	<ul style="list-style-type: none"> <li>Understand scholar their some personal issues. 23/01/2023</li> </ul>
		Bishoupada Das	<ul style="list-style-type: none"> <li>Counsel about their difficulties depression etc. 17/05/2023</li> </ul>
3.	Debasish Das	Sabyasachi Maity	Discussion topics:-
		Rupsa Maity	<ul style="list-style-type: none"> <li>Motivate them in practical work. 6/09/2022</li> </ul>
			<ul style="list-style-type: none"> <li>Their some personal problem solved. 16/03/2023</li> </ul>
		 Principal Mugberia Gangadhar Mahavidyalaya	