

Criterion II Teaching Learning and Evaluation



2.3.3 Mentor Mentee Ratio – Mentoring Report



Mentoring Report (2020 – 2021)

Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Dr Sr Tency Varghese	English	Personal	stressful student on account of a failed arranged love marriage	Online and offline Conselling
Dr.Feebarani John	Zoology	Both	Health issues, Doubts regarding higher studies	Advised about the medical care to be taken, Gave career orientation
Dr. Mallika A Nair	English	Both	1. Family issues, 2. Problems with regards to Academic exercises, 3. Peer group problems etc.	1. Personal councelling sessions, 2. Assistance in sorting out the academic problems, 3. Creating congenial atmosphere for personal dialogue etc.
Dr. Jayalakshmi M	Botany	Academic	Difficulty to read and study through online media publications	Suggested to take books from library





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Dr Prathibha P	English	Both	1. Lack of confidence and ideas with respect to anchoring a semiformal offline programme 2. Less participation in activities and utilisation of caliber 3. Decreased motivation due to less peer interaction during pandemic 4. Family issues due to disagreements between parents 5. Father critical due to COVID	1. Provided ideas on perfecting the draft script, delivering the same effortlessly, boosted confidence and congratulated upon successful performance 2. Got the mentee to take up the task of teaching school children, to engage in internship, to participate in a competition and assisted in showcasing technological competence through brochure designing 3. Initiated online group activities like preparing videos on unique days and put up those as mentor's status on WhatsApp which evidently motivated the mentees and revived their spirits 4. Provided systematic counselling and follow up 5. Provided systematic counselling and follow up till the issue got resolved
DR.BINU.K	Sociology	Both	connectivity issues, adjust mental issues due to covid pandemic, issues of teaching learning process	online mentoring sessions were conducted, video classes of the papers were send accordingly, others





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
J.Anuja	Political Science	Both	Options after graduation -within Kerala and outside	Informed them about courses which they can apply other than PG in Economics. like MSW,MA in other subjects and also specialization in Economics and also about other reputed institutes like TISS, Delhi school of Economics etc
Dr. Salini K.	Commerce	Academic	Postponment of Sem 4 exams, general academic stress, Anxiety regarding reopening of classes after Covid lock down etc.	Conducted discussions with parents, shared college policies on safe guarding students from spread of Covid -19, ensuring social distancing etc, vaccination details collection etc.
Dr. PREEMA ROSE NICHLAVOSE	Commerce	Academic	Project synopsis preparation	Give examples, formats and give corrections
Bijoy P Mathew	Chemistry	Academic	(1) Difficulty in certain topics (2) Not getting enough time for preparing notes.	(1) Recorded lecture and Q&A for the topics where provided.(2) Classnotes were made available for all students.





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Sreekala M	Computer Science	Both	Academic: Need to improve their soft skills to prepare them for campus placements. Personal: Health issues due to online classes	Academic: Provided Alumni Support to share their experiences in placement drives, Shared various websites to prepare for aptitude training and also shared tips to showcase well in HR interviews. Shared previous placement papers of various IT firms for reference. Personal: Due to Covid-19 pandemic, we can't completely avoid online classes. Even though arranged lab sessions offline in small batches. Revised topics before semester examination.
Dr. Rose V J	Commerce	Both	Apprehensions regarding online classes, stress issues, network connectivity	Held meeting with parents, as a group. Sometimes individual counselling





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Anamiya Baby	Statistics	Both	Financial difficulties at home as a result of the Covid crisis, and she was unable to attend online classes properly, Depressions, apprehensions about which institutions to choose for higher studies	Informed the college administration about the situation, and provided the facility for elearning. Provided assistance in finding opportunities for higher studies
Dr Jancy KA	Malayalam	Academic	Difficulty in English subject	Arranged English tuition by senior student
Dr Nancy Mathew	Chemistry	Both	I. Issues related to covid 19-stress and anxiety pap Issues regarding online classesnetwork problems and lack of device	1. Discussed in the department and arranged different sessions by experts from the area of psychology and medical field 2. The problem discussed in the department and provide the necessary support to the needy student The faculty of the department provide the study materials including recorded classes to students
Jidha K S	Chemistry	Academic	Issues regarding lack of time to prepare for end semester exam	Consoling and boosting up individual students by contacting them Arranging reaching out phase via Google meet





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Dr. Srilakshmi P. Bhaskar	Chemistry	Academic	Exam anxiety	Provided counselling and discussed how to prepare for examination without fear.
Dr Theresa C J	Chemistry	Both	1. Online class issues 2. Stress related to COVID 3. Financial crisis	1. Steps taken after discussing in the department 2. Personal counselling 3. Financial support
Susan Samuel	Chemistry	Academic	Slow learner in academics	Remedial coaching
Dr. Remya Govind. K	Chemistry	Academic	Some basic principles were not thorough for some students.	Helped them with additional notes of basic principles and repeated the points in class.
Sojan Joseph	Commerce	Academic	Subject doubt	Doubt cleared and notes given
Dr. Mini Krishna K	Physics	Both	Fear of facing exams, Unable to perform at practical exams due to personal reasons	Remedial classes given, Provided all mental support to face theory as well as practical exams Made the students at ease, provided adequate support to go through such situations with confidence
Dr NIMMY KURIAKOSE	Chemistry	Both	Issues regarding online classes and personal concerns	discussed and rectified
Jiji Abraham	Chemistry	Both	Difficulty in Online classes. Net issues faced during the live classes	Provided recorded classes





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Silpa G Nair	Sociology	Both	Mental and physical issues due to the new mode of education, financial constraints.	Counselling and special attention given to those students.
Shelja Jose M	Computer Science	Both	Lack of confidence in programming	Provided extra assistance and mentoring
Preethi John	Statistics	Both	Attendance and exam issues	Done counselling
Dhanya Raj	Sociology	Both	Nil	Gave special attention
Merlin Siby	Sociology	Academic	Difficulty in attending class due to network issue.	Doubts cleared, Materials provided without any fail, Reteach the difficult portions, peer group learning promoted.
Roopa	Malayalam	Academic	English subject difficulty	Arranged peer teaching
Surya Pv	Malayalam	Academic	English subject difficultty	Peer group teaching
Leja V R	Malayalam	Academic	Difficulty in English	Arranged Peer Teaching
Remya K R	Computer Science	Personal	Family issues	Have discussed with her parents.
Dr Dhanya Johnson	Physics	Both	Slow learning, accessibility issues	Remedial classes and emotional support given
Dr Hemamalini M	Malayalam	Personal	Financial problems	Made arrangements





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Silviya P O	Statistics	Personal	A student was suffering from some health issues and so was depressed.	Gave moral support to fight in difficult times.
Dr V Shinju	Sociology	Both	Distraction in studies due to online presence	Provided tips for effective use of online spaces and priority setting to harness time management
Dr Mary Thomas K	Economics	Personal	Relations with family members	Given counselling
Laveena Varghese	Physics	Academic	Difficult to adjust with online classes.	Individual attention provided.
Ms. Treesa T Pulickal	Social Work	Both	Academic difficulty, Mental health issues and financial difficulties	Provided Counselling Peer learning as remedial coaching
Petrisia Joseph	Zoology	Academic	Lack of confidence	Offer support Keep communication Tips are suggested to develop proper self- esteem and self-confidence And maintain contact
Jaya Cherian	Social Work	Academic	Academic difficulties, specifically, those related to online classes	Suggested steps to access reading material and tips for time management
Dr.Feebarani John	Zoology	Both	Health issues, choice of higher studies	Gave counselling





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Dr.Sneha Gopeekrishna	Economics	Personal	Boosting self confidence	Activity oriented classes were given relating to self-perception
Dr. Vimala M	Economics	Academic	Higher studies	Made aware on the opportunities and also about reputed institutions
Dr Indu M S	Zoology	Both	family related issues	counselling, motivation
Dr Sitara V Attokkaran	Economics	Personal	Financial difficulties	Arranged Smart phone and financial assistance
Dr Aneesh George	Physics	Academic	Network issue	Separate session were performed
Jismi Mathew	Statistics	Both	Financial struggles	Help them to pay their fees
Jovia Jose	Physics	Personal	Financially struggles due to diseases of family member	Financial support is given
Suparna M G	Home Science	Personal	Financial Issues	Students were asked to pay the fees on installment basis





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Vidya K B	Home Science	Personal	Financial	Fee concession
Salini Sudesh	Computer Science	Academic	Students who joined the course without IT background had some difficulties in understanding some concepts. One Students had a concern of attending offline exams during corona situation.	Students who had difficulty were provided with additional resources for reading and extra activities/ clases were provided to clear the doubts. Student was explained about the covid protocols followed in college during examination.
Dr. Regina Jose	Physics	Both	Physical and mental illness, lack of self-motivation and inability to cope up with academic pressures	Encouraged and empowered in personal development, helped to identify and correct gaps in generic skills and knowledge.
Dr Agey Pappachan T	Home Science	Academic	They were worried about the practical exams since they were having online classes	They completed all the practicals soon after when the college reopens maintaining covid protocol
Binu Ann Kuriachan	Economics	Both	Academic, financial, health	Proper actions were taken to correct the issues.
Sareena Rose	Computer Science	Both	Exams to be conducted in alternate days, Difficult to pay the fees, could not afford the paid vaccine dose for 7 students.	Represented the issue to the Controller of Examination, arranged to pay the fees by external support, Supported financially





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Dr Malini K A	Physics	Both	Problem to adjust with the online classes and connectivity issues. Concerns regarding external examinations	Provided support for data packages, discussed issues regarding examination with the authorities
Manju Madhavan	Botany	Academic	A student from lakshadweep not able to write the external exam due to change in exam dates and she not able to reach College due to commutation problems	Exam rescheduled and students given the oppurtunity to write exam
Sr Divya O M	Computer Science	Both	Family problems	Talked to parents
Lims Thomas	Social Work	Academic	Lack of motivation to continue the studies due to the online education	Assigned few activities to make them engaged in the sessions
Rinu Thomas	Home Science	Both	1.Financial problems 2. Due to online class they haven't any Industrial Visits, college Toure etc	1.Management permitted to pay the fees as installment 2.Students visited two industries after the reopening of college.
Dr. Divya. P. R	Statistics	Both	Mental stress and financial problems	Gave special care and concern to the student and Help her to reduce mental stress. Also given financial support to the student





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Mariya Jeeja P V	Statistics	Both	Student distracted from study and she was afraid of course and future	Gave counciling and arraged personel tuition teacher
Honey S Nair	Home Science	Both	Stress of online class, financial issues, online network issues	Reduced live sessions
Agibet Mathews	Commerce	Both	Online class and it's mental stress	Ask them to involve in their favourite physical activities at least for half an hour a day
Dayana Simon	Home Science	Academic	About online class timing.	Adjust periods with 5 mints break after one hour class
Sr Freny Jacob	Zoology	Academic	Online Teaching difficulties	Discussed the difficulties among the teacher
Sr Ani Davis K	Computer Science	Academic	Conducting the exams in continuous days	Informed the authority and take the necessary actions
Sr Divya CV	English	Both	Survival in the pandemic era	Personal guidance and counselling
Ann Mary Thomas A	English	Both	Listened to their personal as well as academic concerns	Provided counselling
Dr. Lakshmi C M	English	Both	Acquisition of communication skills	Started a certificate course on Skill Acquisition Training





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Dr.Anjaly Kishore	Mathematics	Both	Difficulties during online sessions especially in learning subjects which are abstract, like theoretical mathematics. Wanted to know the career and progression opportunities.	Gave online resources, Cleared the doubts through live sessions and whatsapp. Guidance for higher studies and career opportunities provided.
Dr Thomas Ruby Mariamma	Home Science	Both	Chance for volunteering as a frontline health worker- difficulty in taking decision, Unable to cope and adjust to online teaching and learning	Counselling as to pros and cons, supporting and helping the student think to prioritise at the same time making her realise the importance of social commitment and responsibility, Personal counselling and tasks and assignments that give a sense of achievement and satisfaction
Dr. Mallika A Nair	English	Both	Feeling of isolation	Personal councelling
Divya Jayaprakash V K	Mathematics	Personal	Slow learning	Given more practice to improve their learning skill
Lisa John Mundackal	English	Both	Higher Education- Prospect Planning	Tips and strategies suggested.





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Divya C D	English	Academic	The mentee actually did not like the course that she is studying. She has interests in another subject which is closely related to this one. Hence she feels that she cannot fit to this course.	Convinced her about the scope of the subject and also its close connection with the other subject so that she can pursue higher education in that subject if she wants to. Took her to the other department and helped her establish a bonding with the teachers there.
Dr Jancy K A	Malayalam	Academic	Difficulty in English subject	Arranged English tuition
K L SWARNA	Mathematics	Both	Issues regarding internet connectivity, non availability of textbooks, Economic status of family, Covid cases	Study materials and notes were uploaded in the classroom Textbooks in pdf form shared in classroom Supported by paying fees. Morally supported by having live chat with the Covid positive cases and peer teaching by their classmates
Reny Simon	Home Science	Personal	A student has been Suffered from depression due to some family issues.	A good counseling had provided to her





Name of the Mentor	Department	Nature of the issue (Academic/Personal)	Specify the issue	Actions taken
Dr Prathibha P	English	Both	Choosing apt online courses Doubts with regard to assignments of Courses undertaken outside curriculum Family issues Lack of proper understanding regarding career opportunities Sense of isolation during pandemic Affected by COVID	1. Gave a direction on the basis of student interest 2. Clarified doubts to complete assignments 3. Counselling over phone, constant follow up 4. Introduced different avenues suiting the discipline 5. Gave opportunities to promote online peer group activities which resulted in videos observing days 6. Constant reassurance and follow up





Sample Mentoring Reports

DEPARTMENT OF SOCIAL WORK

VIMALA COLLEGE, THRISSUR

MENTORING REPORT (2019-21 Batch)

Mentor: Ms. Treesa T Pulickal

The mentoring was done with the students who are pursuing MSW programme (2019-21 Batch). There were 24 students. As the mentor was also their tutor, the class tutorial hour was spent for mentoring the students. Initially students were individually met by the mentor and had an interaction. The mentor was able to understand students' socio-economic conditions and their psychosocial and financial problems. All the students were made comfortable with the mentor and motivated by explaining the scope and job prospects of the programme and the need to develop skills and competencies. Some of them shared their difficulties in coping with the MSW programme and curriculum as they had an entirely different background in graduation. A few students had difficulties in finding out study materials and preparing notes. They were also having inadequate skills for doing assignments, seminars and presentations.

The students who were identified as slow learners were helped by introducing peer learning education. The students who need support in different areas of their academics and other aspects of performance were allotted to students who were ready to help them. They were also asked to submit the report of their peer learning activities. Supervision and guidance were given regularly by the mentor. The financial resources were also mobilised to support the students who are from poor economic backgrounds.

During the mentoring process one of the students was identified as having mental health issues. As the mentor was trained in dealing with mental health issues, timely interventions were given to the student. Continuous guidance and support were given to the students during mentoring sessions. The mentor was always available for helping them and spent time with them when they needed support. The mentor could deal with both academic and personal issues of the students and provide timely support and intervention to ensure their overall wellbeing.



Assessment Períod (2016 - 2021)



Report of the Mentor – Mentee Meeting (B Com Regular 2019-21)

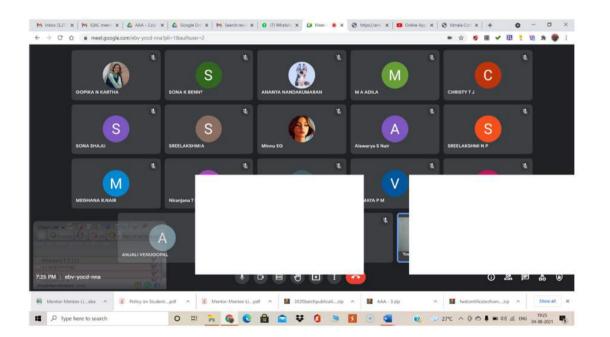
PG Department of Commerce

Name of the Mentor: Dr. Salini K

Meet Link: http://meet.google.com/ebv-yocd-nna

Date and Time: 04.08.2021, 7 pm - 8 pm

Screenshot of the meet:







List of participants:

1.	GOPIKA N KARTHA			
2.	SREELAKSHMI N P			
3.	FAHAMIDHA JABEEN V T			
4.	CHRISTY T J			
5.	MEGHANA T S			
6.	AISWARYA S NAIR			
7.	SONA K BENNY			
8.	ANANYA NANDAKUMARAN			
9.	ANJALI VENUGOPAL			
10.	MENON APARNA RAVI			
11.	MEGHANA R NAIR			
12.	MINNU E G			
13.	AISWARYA K S			
14.	SONA SHAJU			
15.	ANITTA DENCIL			
16.	SREELAKSHMI.A			
17.	M A ADILA			
18.	SRUTHY K M			
19.	VISMAYA PM			
20.	NIRANJANA TS			





Brief Report of the Meeting:

Mentor introduced the concept of mentoring to the students and they are happy that the college initiated such a useful idea. Students expressed their stress and strain during this period and they wanted their offline classes back. They face eye stress and headache during continuous online classes. Students very enthusiastically participated in the meeting and expressed their sincere opinions regarding the mentoring programme.

Students expressed that they really wanted a forum or a person to express their feelings and stress regarding personal and academic issues. A whatsapp group was also formed for sharing their ideas, opinions, expectations, feelings and complaints freely.

A google form was prepared and circulated among them asking their:

- 1) Personal and Family matters
- 2) Daily Routine and study time
- 3) Identifying herself
- 4) Academics
- 5) Expectations from Mentor and Mentoring process

All mentees filled the google form with enthusiasm and they have opened their mind. They showed trust and expectations about this programme. They expect that this process would help them grow. It will also help them to cover this pandemic situation by care and love showered them by the mentor. Mentees themselves will also have free communication through the WhatsApp group. The students requested to have such meeting at least twice a month in order to free up their minds and relax. Both mentor and mentees together plan for activities for the next session. The meeting ended with a happy note and created a positive vibe.



Assessment Períod (2016 - 2021)



MENTORING REPORT - 2020-2021 DEPARTMENT OF ZOOLOGY

Mentor: DR SHEEBA P

Mentoring sessions are conducted with the goal of professional and personal development of students. The mentees for my mentoring sessions include 17 students from Final year B.Sc Zoology during the academic year 2020-2021. The mentees were:-

- 1. NIHALA NASEEFA C H
- 2. APARNA J
- 3. SREYA A V
- 4. JESLIN JOHNSON
- 5. ATHIRA C A
- 6. EYLIN P PAUL
- 7. JIYA JOYSON
- 8. HARSHA V.P





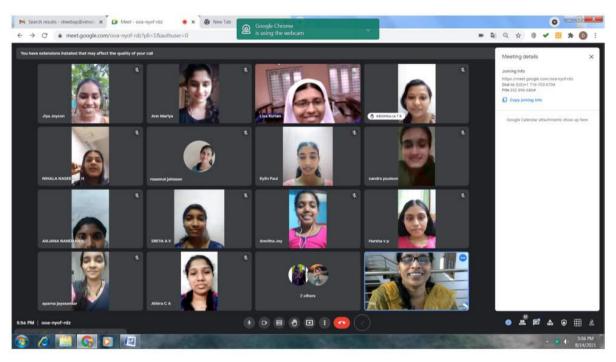
- 9. ANJANA NANDANAN
- 10. AKSHARA P V
- 11. KRISHNAJA T R
- 12. MARY ANN MARTIN
- 13. LIYA K. KURIAN
- 14. ROSEMOL JOHNSON
- 15. ANN MARIYA JOSEPH A J
- 16. ANANYA RAJAN
- 17. ANVITHA JOY

In the first phase of mentoring, the students were asked to give a brief self-introduction and also asked to share their difficulties and experiences in life. They were asked to share their preferred learning styles and advised to have a clear understanding of their expectations and to have a plan with milestone.

In the Second phase, a keen interest was taken to identify their strengths and helped them to identify their weaknesses which is crucial for their growth. They were given proper direction to achieve their goals. In the Covid pandemic situation the students were given proper guidance how to manage online classes and also discussed the difficulties faced.







As a final step of the mentoring process, a google meet was held on 14-08-2021 and discussed their achievements and progress. An oral feedback about the mentoring session was collected. An overall view of advanced learning opportunities and prospects available were also discussed.

