

**Government Autonomous
Girls Post Graduate
College of Excellence,
Sagar M.P.**



**MENTOR-MENTEE
POLICY**



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(Principal)

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Forwarded

The mentor-mentee dynamic plays a crucial role in higher education, focusing on nurturing and advising the student. This policy, known as the Mentor-Mentee Policy of Govt. Autonomous Girls PG College of Excellence, Sagar (M.P) has been developed in line with the National Education Policy (NEP) 2020 recommendations.

Mentoring is an essential tool that aims to enhance performance, career growth, guidance, and knowledge sharing with students. It helps to develop various skills, shape personalities, and create opportunities for employment. Mentorship involves offering advice, support, and building confidence for the mentee in both their professional and personal lives. The institution encourages a positive teacher-student relationship to improve outcomes and increase students' chances of securing employment.

We aim to establish a supportive environment for students to confidently seek guidance from mentors regarding personal, social, academic, and familial issues. In order to improve teacher skills and capability, we conduct faculty development programs (FDP) that focus on enhancing mentoring abilities and addressing various aspects of technology-driven education to strengthen mentorship.

I am sending my warmest regards to the mentors and students, and I am optimistic that this partnership will develop into a successful and beneficial connection.

Dr. Anand Tiwari

INTRODUCTION

Monitoring students closely to monitor their progress and development is essential in the mentoring process, similar to tutoring. Previously in higher education, it was believed that students could mature and develop independently. However, it is now understood that not all students have this ability, leading to the evolution and importance of mentoring. The National Assessment and Accreditation Council (NAAC) now require mentoring as a vital part of the teaching and learning process.

- **Crucial Role of Mentors:** *Mentors significantly contribute to academic success.*
- **Guidance and Support:** *They provide essential guidance and support for academic and professional growth.*
- **Trust and Confidence:** *The relationship between mentors and mentees is founded on trust and confidence.*
- **Potential and Development:** *Mentoring aims to help mentees realize their full potential and develop their overall personality.*
- **Experienced Faculty:** *The process is led by experienced faculty members.*
- **Inclusivity:** *Mentoring is inclusive of all students, regardless of age, gender, disability, race, or religious background.*
- **Goal Achievement:** *The primary goal of mentoring is to support students in achieving their life goals.*

SIGNIFICANCE OF MENTOR-MENTEE BOND

- Emphasizes the crucial role of mentoring in higher education.
- Focuses on the importance of nurturing and guiding students.

IMPORTANCE OF MENTORING

- Highlights the positive impact of mentoring on student development.
- Underlines the value of strong mentor-mentee relationships.

GUIDANCE FOR FACULTY AND ADMINISTRATORS

- Offers practical advice on how to become effective mentors.
- Provides strategies to enhance mentoring skills and practices.

NURTURING STUDENTS

- Encourages a supportive and nurturing approach to student guidance.
- Stresses the importance of personalized attention and care in mentoring.

MENTORSHIP BEST PRACTICES

- Recommends methods and techniques for successful mentoring.
- Suggests ways to build trust and foster meaningful connections with mentees.

This policy has been developed to meet the guidelines outlined in the National Education Policy (NEP) 2020.

OBJECTIVES

1. Building Positive Teacher-Student Relationships

- *Active Listening:* Understand students' concerns and perspectives through active listening.
- *Empathy and Respect:* Display empathy and respect to build trust and rapport.
- *Consistent Communication:* Foster a supportive environment with regular, open communication.

- **Individual Attention:** Recognize and address individual student needs and strengths.

2. Addressing Student Challenges

Personal and Social Issues:

Counselling Services: Provide access to counselling and mental health services. **Peer Support Groups:** Encourage peer support systems for navigating personal and social issues.

Academic Issues:

Tutoring Programs: Offer tutoring and additional academic support.

Flexible Learning Plans: Tailor learning plans to diverse learning styles and needs.

Family Issues:

Parental Involvement: Engage parents through regular updates and school activities. **Community Resources:** Connect families with community resources for additional support.

3. Improving Teacher Skills and Effectiveness

Faculty Development Programs:

Professional Development Workshops: Conduct workshops on teaching strategies, classroom management, and student engagement.

Mentorship Programs: Implement mentorship programs where experienced teachers guide new teachers. **Continuous Feedback:** Establish a system for continuous feedback and self-reflection.

4. Incorporating Technology in Education

Educational Tools and Platforms: Learning Management Systems (LMS): Use LMS for resource sharing, assignments, and communication.

Interactive Software: Integrate interactive and adaptive learning software.

Virtual Mentoring: Online Mentoring Platforms: Use platforms like Zoom, Teams, or dedicated mentoring software.

E-Portfolios: Encourage students to maintain e-portfolios for tracking progress and achievements.

5. Enhancing Mentors' Skills Learning and Evaluation

Assessment Training: Train mentors on various assessment techniques.

Data-Driven Decision Making: Utilize data analytics to inform mentoring strategies.

Strategizing and Organization:

Time Management: Provide training on time management and organizational skills. **Strategic Planning:** Equip mentors with skills for developing and implementing strategic plans for student success.

Duties of Mentors: Each semester class will have weekly mentoring sessions, where the mentor will build a trusting relationship with students. The mentor will assess various aspects of student life such as learning, attendance, health, and understanding of subjects, living conditions, interpersonal relationships, exam performance, internships, career goals, and hobbies. Any issues identified will be recorded and discussed in a specific format, with efforts made to resolve them on a weekly basis.

Duties of Mentee: It is important to attend mentoring sessions as scheduled. Share any concerns or challenges with the mentor openly and without reservation. Treat the faculty mentor with respect and

collaboration. Foster positive relationships with other students, office staff, and faculty members.

Role of Institution for Mentor & Mentee's Growth & Development

NEP 2020 suggested that institutions should improve their resources and develop systems in the competitive curriculum environment. Measures need to be taken to enhance teaching, learning, quality, and learner capabilities. In light of this, the administration should consider the following initiatives:

1. Implement faculty development programs for teachers.
2. Foster institutional collaborations for research and innovation.
3. Plan and manage research projects effectively.
4. Organize seminars and discussions on Intellectual Property Rights (IPR).
5. Manage institutions to promote entrepreneurship.
6. Provide training facilities for virtual education.
7. Encourage and train students to enroll in and design massive online courses (MOOCs).

Conclusion:

In summary, the Mentor-Mentee Policy at Govt. Autonomous Girls PG College of Excellence, Sagar (M.P.) is designed to establish a caring and encouraging educational atmosphere to promote students' overall development through impactful mentorship. The college's adoption of this policy demonstrates its dedication to ensuring students' ongoing progress and achievements in line with the National Education Policy 2020.

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GOVT. AUTO. GIRLS P.G. COLLEGE OF EXCELLENCE, SAGAR (M.P.)



PEOPLE (Social)

- 1 NO POVERTY
- 2 ZERO HUNGER
- 3 GOOD HEALTH AND WELL-BEING
- 4 QUALITY EDUCATION
- 5 GENDER EQUALITY
- 10 REDUCED INEQUALITIES
- 16 PEACE, JUSTICE AND STRONG INSTITUTIONS

SUSTAINABLE DEVELOPMENT

3 Pillars and 17 Goals

PLANET (Environment)

- 6 CLEAN WATER AND SANITATION
- 7 AFFORDABLE AND CLEAN ENERGY
- 13 CLIMATE ACTION
- 14 LIFE BELOW WATER
- 15 LIFE ON LAND

PROFIT (Economy)

- 8 DECENT WORK AND ECONOMIC GROWTH
- 9 INDUSTRY, INNOVATION AND INFRASTRUCTURE
- 11 SUSTAINABLE CITIES AND COMMUNITIES
- 12 RESPONSIBLE CONSUMPTION AND PRODUCTION
- 17 PARTNERSHIPS FOR THE GOALS

