



Lewa Educational Unions
Dr. Annasaheb G. D. Bendale Mahila Mahavidyalaya, Jalgaon
Jilha Road, Jilha Peth, Jalgaon
NAAC Re-Accredited 'A' Grade (3.12)

Prof. Dr. Gauri M. Rane (M.Sc, Ph.D.)
Principal
Phone : (0257) 2236051

Date: 28/08/2023

Mentor Mentee Scheme 2023-2024

All faculty members of the senior college hereby informed that the Mentor-Mentee scheme implementation procedure will be as under -

- 1) Each faculty member will be assigned a specific group of students. He/She will be the mentor for them. Add all the students in your separate whatsApp group named like M&M--- (M&M : Mentor&Mentee, --- : Short name of Mentor).
- 2) At the beginning of academic year, get the information filled in the form by students.
- 3) Create the healthy and frank atmosphere through regular interaction with the assigned group of students.
- 4) Mentor should keep track of attendance of their mentee in class. If found any student/s consistently absent in the classes from their respective subject teachers, interact with them and guide them.
- 5) Conduct at least two meetings per semester in the academic year to know the issues of the students and resolve them if any.
- 6) Maintain a register in which meetings should be shown. Attendance of the mentor and mentee as well as minutes of the meeting with due signatures (signature of Mentor and concerned Vice-Principal).
- 7) All the Heads of respective Departments in the college and concerned faculty members (mentors) should plan the activities as guidelines given by NAAC. After completing the activity, each concerned should prepare detailed activity report with plain photos and geo-tagged photos, & submit to Dr. S. J. Baviskar, Mr. R. P. More and copy to librarian.

The Group of students and Names of mentors are as follows.

❖ **First Year Arts**

A	Roll No 1 to 60	Prof. Dr. D. D. Kinge
B	Roll No 61 to 120	Prof. Priyanka Aathe
C	Roll No 120 onwards	Prof. K. L. Thorat

- ❖ Second and third year's subjects of specialization in arts discipline will be divided by the concerned heads of the departments and actions will be taken accordingly.

Subject (Arts)	Activity	Criteria	Semester
English	1. Lecture on Indian Culture and Traditions (SY-TY BA)	V	I
Hindi	2. Guest Lecture on Resume Writing and Interview Techniques (TYBA – MA)	II	II
Marathi			
Defense	1. Lecture on Communication Skill (FYBA)	II	I
History	2. Mental Health (Department of Psychology)	II	II
Political			
Sci.			
Psychology			
Sociology			

- ❖ Dr.Shila Rajput will manage the allocation of first, second and third year commerce students. Head of the Economics department will suggest a name of faculty member to her, & action will be taken accordingly.

Subject (Commerce)	Activity	Criteria	Semester
B.Voc.	1. Workshop on Social Media Awareness (F.Y.B.Com.)	II	I
Commerce	2. Session on the Working of the Anti-Ragging Cell and Sexual Harassment Cell and student Grievance Cell (SY,TYBCom)	II	II

Economics	1. Career and subject related Counseling (TYBCom-MCom)	VII	I
Geography	2. Motivational Lecture for participating in various co-curricular Activities.	VI	II

- ❖ Prof. Dr. S.J. Baviskar will divide the first-year science students in groups.
- ❖ Division of the students of third-year science departments will be done by respective heads of the departments and will take appropriate action accordingly.

Subject (Science)	Activity	Criteria	Semester
Botany	1. Workshop on Goal Setting and Time Management (FYBSc)	II	I
B.C.A.		V	II
Computer	2. Lecture on Cyber and Security		
Chemistry			
Electronic	1. Online and offline library facilities	II	I
Math.			
Physics	2. Show motivational movie	II	II

- ❖ Division of M.A., M.Com. and M.Sc. (First Year) students should be done by respective Heads of Departments and action should be taken accordingly.
- ❖ Division of First, second and Third year of B.C.A students should be done by Dr. Harshali Patil, and the necessary role should be performed by concerned faculty member.



Dr. S. J. Baviskar
Chairman Mentor Mentee Scheme



Prof. Dr. Gauri Rane
Principal