

Krantiguru Shyamji Krishna Verma

Kachchh University

Mentor-Mentee Cell

Year : 2024-25



Krantiguru Shyamji Krishna Verma Kachchh University


Mentor-Mentee Cell Framework

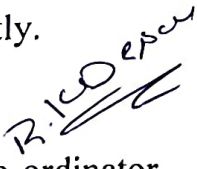
1. Introduction

The **Mentor-Mentee Cell** at K.S.K.V. Kachchh University aims to provide a structured support system for students, ensuring their academic, personal, and professional growth. The cell will act as a bridge between students and faculty, fostering an environment where students receive guidance and mentoring to navigate university life and beyond. The program seeks to cultivate a culture of support, motivation, and holistic development.

2. Objectives

- To establish a personal, connect between faculty and students for personalized guidance.
- To provide continuous academic and emotional support to students, especially first-generation learners.
- To identify and address the challenges faced by students in their academic and personal lives.
- To foster career development, leadership, and interpersonal skills among students.
- To improve overall student retention and satisfaction by addressing their concerns promptly.


Co-ordinator
Dr. Kiran Jivani


Co-ordinator
Dr. Rupal Desai


Registrar
Dr. Anil Gor


Vice Chancellor
Dr. Mohan Patel



3. Structure of the Mentor-Mentee Cell

3.1 Mentor Selection

- Mentors will be faculty members from various departments across the university.
- Each mentor will be assigned a specific number of mentees, typically ranging from 20 to 40 students.
- Mentors should have a genuine interest in student welfare, excellent communication skills, and a good understanding of academic and personal development challenges faced by students.

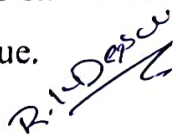
3.2 Mentee Assignment

- All first-year students, across all courses, will be assigned a mentor upon joining the university.
- Mentors will continue to guide their assigned mentees throughout their academic journey at the university, with an annual review of the mentor-mentee relationship.

3.3 Mentor-Mentee Meetings

- Mentors and mentees are expected to meet at least once every **Six months**.
- Meetings may be one-on-one or in groups, depending on the nature of the discussion or issue.


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- Discussions should cover academic progress, personal well-being, career planning, and any challenges faced by the student.

4. Roles and Responsibilities

4.1 Responsibilities of Mentors

- **Academic Guidance:** Regularly review the academic progress of mentees, identify strengths and areas for improvement, and assist with study plans.
- **Personal Support:** Offer emotional support and provide advice on managing stress, time management, and work-life balance.
- **Career Counselling:** Help mentees in identifying career opportunities, internships, and further educational prospects.
- **Problem Resolution:** Assist mentees in resolving academic or personal issues, and direct them to university resources like the counselling cell, placement cell, or financial aid services if needed.
- **Monitoring and Feedback:** Keep a record of all meetings and discussions, track the progress of mentees, and provide feedback to the university administration if necessary.


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4.2 Responsibilities of Mentees

- **Active Participation:** Attend scheduled meetings with mentors and communicate openly about their challenges and achievements.
- **Follow-up:** Implement the advice and action plans discussed with the mentor.
- **Career Development:** Proactively seek guidance for career planning and personal development.

5. Operational Mechanism

5.1 Formation of the Mentor-Mentee Cell

- The university will establish a **Mentor-Mentee Cell Committee** that includes senior faculty members, student representatives, and the Dean of Student Affairs.
- The committee will oversee the assignment of mentors, monitor the functioning of the cell, and resolve any issues that arise during the mentor-mentee relationship.

5.2 Orientation and Training

- An orientation session will be organized for both mentors and mentees at the beginning of each academic year to explain the objectives and procedures of the program.
- Regular workshops and training sessions will be held for mentors to help them handle student issues more effectively.


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5.3 Feedback and Evaluation


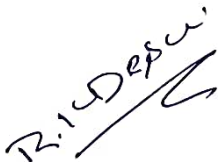


- A periodic feedback system will be implemented where mentees can anonymously provide feedback on their mentoring experience.
- Mentors will submit progress reports on their mentees every semester to the Mentor-Mentee Cell Committee.
- Based on feedback and reports, adjustments will be made to improve the mentoring process and effectiveness of the program.

6. Confidentiality

All discussions between mentors and mentees will be kept confidential. Mentors are expected to handle sensitive personal information of mentees with the highest degree of confidentiality, unless there is a concern for the student's well-being or safety, in which case the appropriate authorities within the university will be informed.

7. Conflict Resolution

In cases where the mentor-mentee relationship is not functioning effectively, either party may request reassignment through the Mentor-Mentee Cell Committee. The committee will review the request and reassign a new mentor if necessary.

			
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8. Benefits of the Mentor-Mentee Program


- **For Students (Mentees):** Personal and academic growth, better career planning, improved motivation, and emotional support.
- **For Faculty (Mentors):** Enhanced student engagement, the opportunity to foster leadership and provide support to future professionals, and a deeper understanding of student challenges.

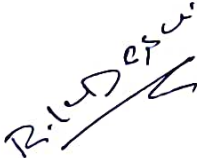
9. Review and Continuous Improvement

The Mentor-Mentee Cell will conduct annual reviews of the program to assess its effectiveness and make necessary improvements. Feedback from both mentors and mentees will be incorporated to ensure the program remains relevant and beneficial.

10. Conclusion

The Mentor-Mentee Cell at K.S.K.V. Kachchh University is an essential initiative aimed at nurturing student potential by providing them with academic, emotional, and career-related guidance. By fostering strong relationships between mentors and mentees, the university aims to enhance the overall student experience and success.


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Ref. No. : KU/M.M./ORDER/

DATE : 19/10/2024

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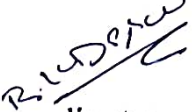
In accordance with the goals of fostering a supportive academic and personal growth environment for students, the Mentor-Mentee Cell of K.S.K.V. Kachchh University is pleased to announce the formation and appointment of its Core-Committee members. The Core-Committee for Mentor-Mentee Cell of Kachchh University for Academic Year 2024-25 is Mentioned Below.

The following members have been appointed to serve on the Mentor-Mentee Cell Core-Committee for the academic year 2024-25.

COMMITTEE

NO.	NAME	ROLE
1	Dr. Mohan Patel Vice-Chancellor	Chairman
2	Dr. Anil Gor Registrar	Convener
3	Dr. Kashmira Mehta Professor	IQAC Co-ordinator
4	Dr. Kiran Jivani Assistant Professor	Co-ordinator
5	Dr. Rupal Desai Assistant Professor	Co-ordinator
6	Dr. Kaushik Dalvi Assistant Professor	St/Sc Cell Member
7	Nishant Ganatra Clerk	Clerk


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List of Departmental Co-ordinator and Student's Representative

K.S.K.V. Kachchh University Mentor-Mentee Cell

The following is the assigned list of mentors and mentees for each department under the Mentor-Mentee Cell of K.S.K.V. Kachchh University for the academic year 2024-25. The goal of this initiative is to ensure every student is provided with personalized guidance, support, and development opportunities through effective mentorship.

No	Department	Departmental Co-ordinator	Student's Representative
1	Department of Education	Dr. Kiran Jivani	Madhurya Gorasiya
2	Department of Commerce	Dr. Kaushik Dalvi	Garva Mitesh Samjibhai
3	Department of Management Studies	Dr. Rupal Desai	Miriya Ramesh
4	Department of Computer Science	Dr. Mahesh Mulani	Drashti Goswami
5	Department of Sanskrit	Dr. Pankaj Thaker	Mohit Joshi
6	Department of English	Dr. Navalkishor Sharma	Vishal Maheshwari
7	Department of Gujarati	Dr. Heena Gangar	Dev Budhbhatti
8	Department of Hindi	Anjana Ramanandi	Manisha Goswami
9	Department of Economics	Dr. Kalpna Satija	Meet Darji
10	Department of Psychology	Dr. Kalpna Satija	Dangar Devangi
11	Department of Sociology	Ilaben Nimavat	Meenaben Koli
12	Department of History	Dr. Nandlal Chhanga	Vipul Mistry
13	Department of Social Work	Dr. Chirag Patel	Bhatti Paresh
14	Department of Geology	Dr. Gaurav Chauhan	Bhavyata Chavda
15	Department of Archaeology	Dr. Shubhash Bhandari	Yash Sadhu
16	Department of Chemistry	Dr. Jyotindra Bhatt	Urmi Surani
17	Department of Environment Science	Dr. Mrugesh Trivedi	Vishwaraj Vala
18	Department of Law	Dr. Prithvirajsinh Jadeja	Punit Budhbhatti
19	Department of Vocational Studies	Dr. Rupal Desai	Aman Goswami

Co-ordinator

Dr. Kiran Jivani

Co-ordinator

Dr. Rupal Desai

Registrar

Dr. Anil Gor

Vice Chancellor

Dr. Mohan Patel