



G. K. GUJAR MEMORIAL CHARITABLE TRUST'S
DR. ASHOK GUJAR TECHNICAL INSTITUTE'S
DR. DAULATRAO AHER COLLEGE OF ENGINEERING, KARAD



Accredited by NAAC with " A " Grade

Approved by AICTE New Delhi, DTE, Govt. of Maharashtra & Affiliated to Shivaji University Kolhapur

Dr. Ashok G. Gujar
 M.S.
 FOUNDER PRESIDENT

Shri Indrajit A. Gujar
 B. Pharm.
 VICE PRESIDENT

Dr. Mrs. Madhuri I. Gujar
 M.B.B.S., DGO
 SECRETARY

Ref: AUTI'S DACOE / 2018-19 / 43 / 01

Date: 21/01/2019

MENTOR POLICY

OBJECTIVES OF STUDENT MENTORING POLICY

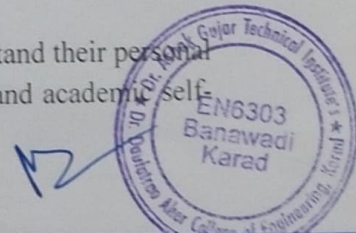
1. Provide students with career and non-academic counselling.
2. Provide students with information on preparatory courses such as skill courses, bridge courses etc. for their academic prosperity.
3. Focus and motivate students to achieve learning goals and thereby improve their academic performance.
4. Guide, encourage, and advice the students about their upcoming student life, student health, mental and emotional well-being and listen to their issues with patience and help them solve their concerns with appropriate resources, support and referral available.
5. Generate curiosity and interest in academics and other institutional activities amongst the students.

MECHANISM OF MENTORING

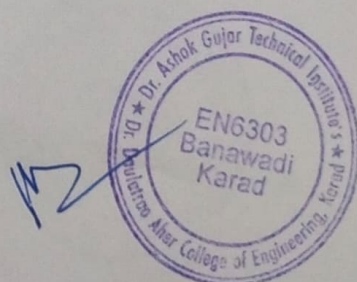
Mentoring immensely contributes to the overall academic and personal development of the students.

The students are benefitted from the progressive and personalized guidance of mentors.

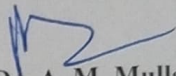
- Each mentor ensures the holistic development of each allotted mentee by guiding and nurturing them in their academic, personal, and professional journey.
- Approximately 15 - 20 students are allotted to each mentor. A mentor is responsible to keep an updated record of relevant personal information, academic progress, progressive assessment, participation in cocurricular and extracurricular activities, and strengths and weakness of students.
- Mentors regularly take a meeting with their allotted mentees to understand their personal and academic concerns and to encourage them to improve their social and academic self-confidence.



- Every mentor is also responsible to communicate with the parents regularly to convey the performance of the student and to convey the related concerns.
- Mentoring system mainly focuses on: 1. Academic development: Based on academic performance, Bright learners are encouraged to participate in various co-curricular and extra- curricular activities whereas necessary counseling is done with slow learners to improve their academic performance.
- Professional Guidance: The students are encouraged to participate in various activities conducted under professional societies and Institute level clubs to enhance their knowledge and improve their interdisciplinary skills. Students are also motivated to undergo relevant aptitude, soft skill training, participate in workshops and competitions. Career guidance and counseling are provided through the Training and Placement Cell and Students Association. The observations are,
 - Personalized attention, monitoring and care of individual student through mentoring system ensure its effectiveness. It results in improved attendance and results of weak and average learners and employability skill enhancement of strong learners through professional guidance, project mentoring and encouragement for participative learning through mentoring sessions.
 - Institute has an active counseling cell/Student mentoring system which plays an important role in the life and career of students. Student's Welfare is the motto of the counseling cell.
 - It is mandatory to have at least two meetings in a month. Student activities like curricular, co-curricular, extracurricular achievements, social activities are registered & Continuous monitoring and supporting done for skill development, career guidance.
 - Students are assured about the confidentiality of the interactions. So they can freely open their minds and discuss their personal as well as academic problems with the concerned proctors. • During interaction proctor suggests remedies to overcome the problems. Proctor consults and takes help of subject teacher, class teacher, Head of department and parents wherever necessary.
 - History card of each student is maintained by the mentor. It includes personal information, record of interaction, problems and remedies discussed and academic performance i. e. internal test and University marks. Same history card is carried forward from first year to last year.



- Apart from this the institute organizes some counseling sessions by proctors and guest lectures by professional counselor to motivate and inspire the students on the topics like personality development, engineering ethics, time management, stress management, study planning and competitive exam preparation etc.
- Meetings of all mentors / counselors at departmental level arranged frequently. In this meeting issues raised by students regarding academics, facilities provided by institute, personal problem if any are discussed. Departmental level problem is informed to HOD. Institute level problem is forwarded to higher authorities through HOD.


Dr. A. M. Mulla
Principal

