

NORTH EASTERN REGIONAL INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)
OFFICE OF THE DEAN (ACADEMIC)

NO: Dean(Acad)/NBA/19/2019

Date: September 18, 2019

NOTIFICATION

Students Mentoring Cell

In order to meet the requirement of NBA and NIRF, the Director has approved the implementation of Students Mentoring Cell in the Institute with the prime objectives of inculcating punctuality, discipline and professional/academic development of students (mentees). In order to resolve academic problems of the students, one mentor is appointed for a batch of 20 students. A separate mentoring and counselling hour is slotted for each batch during which the respective mentor meets the mentees in the earmarked hour. Those students who lag academically are identified by the mentors and a separate advisory is issued to them. The mentors also try to identify the potential and interests of his mentees and guide them accordingly towards active participation in co-curricular, extra-curricular, and inter-university activities.

The process continues till the students complete their undergraduate programme. During the last semester of the programme, the mentees are given specialized training on soft and life skills in order to make them industry-ready apart from honing their domain knowledge, acquiring new skill sets, which will come handy in their chosen vocations.

Structure of Mentoring Cell

1. Chairman (Dean, Acad.)
2. HoDs as Departmental Coordinators
3. One mentor for approximately 20 students

The cell is responsible to resolve day to day academic problems of the students. Mentors are appointed for each batch and they counsel the respective students once in a month to solve the problems which occur during their course of study.

The objectives of the Cell:

1. To monitor the students' regularity and performance in each subject.
2. To ensure that the parents know about the performance and regularity of their wards.
3. Counselling students for solving their problems and boost confidence to improve their quality of life.
4. Guiding students to choose right career path for job, higher studies, entrepreneurship, etc. based on their interests.


18-9-19

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Responsibilities of the Mentor:

1. Students' attendance in every class is to be collected after each class so that if a student is absent for more than 5 classes in any subject continuously, the mentor will inform the parents of the student concerned and enquire the reason.
2. The mentors meet the students associated with them once in every month.
3. Each mentor will update students' performance to the Departmental Coordinator (HoD).
4. Periodic meetings are to be conducted by the Chairman of the Cell with Departmental Coordinators (HoDs) to review the performance of the students.


(P. Parida)
Dean, Acad.

Copy to:

1. All Deans for information please.
2. All HoDs/HoC for information & necessary action please.
3. Assistant Registrar (Academic)
4. Network Administrator, E.T Cell for uploading the notice in the Institute's website.
5. Director's Cell
6. Registrar's Cell
7. Notice Board