



Khatra Adibasi Mahavidyalaya

P.O. -Khatra, Dist. - Bankura, West Bengal, Pin - 722140
Phone: 8900057220 E-mail: kacollege@rediffmail.com/khatraacollege@gmail.com
Website: www.kamv.ac.in

Ref. No.:

Date: 24.10.2021

From:

Notice

All faculty members are requested to attend the departmental meeting at 2.00 pm on 25th October, 2021 through Google Meet regarding Mentor-mentee allocation for 1st, 3rd & 5th semester students.

H. Ghosh

Head
Dept. of Sanskrit

Head
Department of Sanskrit
Khatra Adibasi Mahavidyalaya

Resolution:

Proceedings of the Department of Sanskrit Meeting held at 2.00 pm on 25th October, 2021 through Google Meet.

Mr. Haradhan Gorai, Assistant Professor, Department of Sanskrit, presided over the meeting. The following members attended the meeting:

1. Haradhan Gorai, Assistant Professor.....Head, Dept. of Sanskrit
2. Amiya Kumar Satpati,.....Assistant Professor, Dept. of Sanskrit
3. Trilochan Sing SardarAssistant Professor, Dept. of Sanskrit
4. Tapan Patra,SACT, Dept. of Sanskrit
5. Sanchaita Banerjee.....SACT, Dept. of Sanskrit
6. Biva Sinha BabuSACT, Dept. of Sanskrit

Firstly, Prof Haradhan Gorai welcomed all the members. The proceedings of the earlier meeting were read out and approved.

Agendum – Allocation of Mentor-mentee system for the Department of Sanskrit

Resolution –There was a constructive discussion about introduction of mentor-mentee system in our department as suggested by UGC. In the meeting, we unanimously accepted the fact that the introduction of this system is progressive initiative. It has been decided that the department will follow the lottery method to allocate mentees among the faculty members. It is also decided that department will inform the students about this system and their respective mentors.

Without any other agenda to discuss, the meeting was wrapped up with vote of thanks to the chair.

H. Gorai
Head
Department of Sanskrit
Khatra Adibasi Mahavidyalaya



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Phone: 8900057220 E-mail: kacollege@rediffmail.com/khatraacollege@gmail.com

Website: www.kamv.ac.in

Ref. No.:

Date: 26.10.2021

From:

DEPARTMENT OF SANSKRIT

NOTICE

The students of 1st, 3rd and 5th semester 2021-22 are hereby notified that as per decision of the Departmental meeting held on 25th October 2021, the following teachers will act as your mentors. They will guide and assist you in academic issues and other allied issues in campus as well as your personal problems faced by you during your academic session in this college.

Hoghai

HOD, Department of Sanskrit
(Seal)

Head *Sanskrit*
Department of
Khatra Adibasi Mahavidyalaya

KHATRA ADIBASI MAHAVIDYALAYA
DEPARTMENT OF SANSKRIT
MENTOR / MENTEE RATIO_ACADEMIC SESSION-2021-22 (SEMESTER-I)



Sl. No.	Name of the Mentee	UID No.	Phone No.	Name of Mentor
1	BARSHA MAJI	21111109020	9933103600	Haradhan Gorai
2	KOYEL DUTTA	21111109032	9647332004	Haradhan Gorai
3	BAISAKHI MALLICK	21111109002	6294732479	Haradhan Gorai
4	MAMONI KARMAKAR	21111109040	9339041306	Haradhan Gorai
5	ANWESHA MAI	21111109026	9002463124	Haradhan Gorai
6	KOUSHIK PANDA	21111109037	9832893685	Haradhan Gorai
7	RIKTA KUNDU	21111109007	6294236399	Haradhan Gorai
8	SUMANA MANDAL	21111109034	8101947143	Amiya Kumar Satpati
9	PAYEL SHIT	21111109011	8167763723	Amiya Kumar Satpati
10	LAXMI SAHANA	21111109028	6296568304	Amiya Kumar Satpati
11	SURAJIT BAURI	21111109029	6297366169	Amiya Kumar Satpati
12	SUMAN PAL	21111109014	9749556996	Amiya Kumar Satpati
13	DAYAMOY MANDAL	21111109023	9382848298	Amiya Kumar Satpati
14	SATHI MAHATA	21111109012	9382451613	Amiya Kumar Satpati
15	SUBHASREE PATRA	21111109021	8170976016	Trilochan Sing Sardar
16	DIPANNITA CHOUNI	21111109016	9547276762	Trilochan Sing Sardar
17	BHAGYASHREE MAHATA	21111109013	7001709479	Trilochan Sing Sardar
18	CHIRANJIT MANDAL	21111109027	8389810192	Trilochan Sing Sardar
19	SONALI PATRA	21111109005	8927655899	Trilochan Sing Sardar
20	UMA GHOSH	21111109022	6294223760	Trilochan Sing Sardar
21	BEAUTI BID	21111109004	8617688527	Trilochan Sing Sardar
22	MANINDRANATH DAS	21111109001	9832296672	Tapan Patra
23	RAHUL CHATTERJEE	21111109006	7679823307	Tapan Patra
24	RAJDEEP CHATTERJEE	21111109036	9064137500	Tapan Patra
25	SATYAJIT LOHAR	21111109009	8159981574	Tapan Patra
26	SUJATA KALINDI	21111109003	6297922896	Tapan Patra
27	MAMPI MAL	21111109019	8967958464	Tapan Patra
28	PRIYA PAL	21111109018	7365874545	Sanchaita Banerjee
29	RAMCHAND MANDI	21111109024	7718196383	Sanchaita Banerjee
30	CHAMPA MAHANTY	21111109030	9907534691	Sanchaita Banerjee
31	SRIMANTA PRAMANIK	21111109031	7319315828	Sanchaita Banerjee
32	PALASH MUKHERJEE	21111109038	6295571849	Sanchaita Banerjee
33	SUBHAM MUKHERJEE	21111109035	8670082193	Sanchaita Banerjee
34	ABHIJIT BANERJEE	21111109010	7585962188	Bibha Sinha Babu
35	RUBINA KHATUN	21111109039	7863997601	Bibha Sinha Babu
36	ADITI BHATTACHARJEE	21111109015	6294319632	Bibha Sinha Babu
37	SAMPA CHOWDHURY	21111109008	9832262420	Bibha Sinha Babu
38	SANDIP MAHATA	21111109017	8927842800	Bibha Sinha Babu

Mentor: Mentee

01:06

Ugorai
Signature of the HOD

Head
Department of Sanskrit
Khatra Adibasi Mahavidyalaya

Ananta

Signature of Principal



KHATRA ADIBISI MAHAVIDYALAYA
DEPARTMENT OF SANSKRIT
MENTOR /MENTEE RATIO_ACADEMIC SESSION-2021-22 (SEMESTER-III)

Sl. No.	Name of the Mentee	UID No.	Phone No.	Name of Mentor
1	RINKU MANDAL	20111109001	9749773060	Haradhan Gorai
2	DINESH KUMBHAKAR	20111109002	7318747202	Haradhan Gorai
3	ANANYA PATRA	20111109003	9883706487	Haradhan Gorai
4	RIYA DEY	20111109004	9883766258	Haradhan Gorai
5	KARABI PATRA	20111109005	9547500613	Haradhan Gorai
6	TAPASI MANDAL	20111109006	9547440563	Haradhan Gorai
7	CHHAYA MAJI	20111109007	9593036796	Haradhan Gorai
8	BARSHA GORAI	20111109008	9002285709	Amiya Kumar Satpati
9	MIR NURALAM ALI	20111109009	8695397616	Amiya Kumar Satpati
10	PRATIMA PATAR	20111109010	8509891873	Amiya Kumar Satpati
11	APARNA BAURI	20111109011	7602300528	Amiya Kumar Satpati
12	ASIM TUDU	20111109012	7719248820	Amiya Kumar Satpati
13	MAYNA CHAND	20111109014	9883809352	Amiya Kumar Satpati
14	TUMPA GHOSH	20111109015	9735167801	Amiya Kumar Satpati
15	SANDIP DANGAR	20111109016	9083700625	Trilochan Sing Sardar
16	ANILAVA PAINE	20111109017	8370835948	Trilochan Sing Sardar
17	MALA BAURI	20111109018	7908017257	Trilochan Sing Sardar
18	SAMPA RANI MAHATA	20111109020	9883736740	Trilochan Sing Sardar
19	AMBIKA BHUINYA	20111109021	8927910156	Trilochan Sing Sardar
20	SUBRATA PATI	20111109022	7865946108	Trilochan Sing Sardar
21	MANISHA PATRA	20111109023	8597542441	Trilochan Sing Sardar
22	BIBHAS SAHIS	20111109024	7029722595	Tapan Patra
23	SANCHITA ROY	20111109026	7602490749	Tapan Patra
24	PAYEL GARAI	20111109027	8967455403	Tapan Patra
25	HIRA BAURI	20111109029	6294345346	Tapan Patra
26	SULOCHANA GOPE MANDAL	20111109030	9883464937	Tapan Patra
27	SHILPA PATRA	20111109031	6297240524	Tapan Patra
28	RAJU ROY	20111109033	9064953726	Sanchaita Banerjee
29	MANISHA MALLICK	20111109034	8695470302	Sanchaita Banerjee
30	SOMNATH DANGAR	20111109035	9932913359	Sanchaita Banerjee
31	RAJIB MAHATA	20111109036	7076331925	Sanchaita Banerjee
32	ANURADHA MAHATA	20111109037	9002876738	Sanchaita Banerjee
33	ANANIYA HANSDA	20111109038	8116223393	Sanchaita Banerjee
34	SAMAPTI MANDAL	20111109039	9339083374	Bibha Sinha Babu
35	ANKITA SINGHA	20111109040	8972913540	Bibha Sinha Babu
36	MADHURI PYNE	20111109042	7865917813	Bibha Sinha Babu
37	MANOTOSH ROY	20111109044	7551031661	Bibha Sinha Babu
38	PURNIMA GHOSH	20111109045	7679781371	Bibha Sinha Babu
39	SAKUNTALA DEY	20111109046	9547502930	Bibha Sinha Babu

Mentor: Mentee

01:06

Head
Signature of the HOD.
Department of Sanskrit
Khatra Adibasi Mahavidyalaya

Principal
Signature of Principal

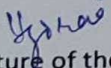


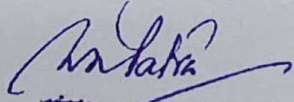
KHATRA ADIBISI MAHAVIDYALAYA
DEPARTMENT OF SANSKRIT
MENTOR / MENTEE RATIO_ACADEMIC SESSION-2021-22 (SEMESTER-V)

Sl. No.	Name of the Mentee	UID No.	Phone No.	Name of Mentor
1	AKASH PENUYA	19111109002	8348731556	Haradhan Gorai
2	CHITTA SAREN	19111109004	6295164877	Haradhan Gorai
3	PAYEL ROY	19111109007	9832150084	Haradhan Gorai
4	SOMA MANDAL	19111109008	8942076402	Haradhan Gorai
5	SOUMITA HANSDA	19111109009	7076160345	Haradhan Gorai
6	SUDIPA SINGHA MAHAPATRA	19111109010	7319054302	Haradhan Gorai
7	SUSMITA MANDAL	19111109013	7718187106	Amiya Kumar Satpati
8	MANDIRA DULEY	19111109015	8972568823	Amiya Kumar Satpati
9	PAPIYA DUTTA	19111109017	9153855445	Amiya Kumar Satpati
10	SACHIN TUDU	19111109019	6381280124	Amiya Kumar Satpati
11	SANJIB MAHATA	19111109022	8509012804	Amiya Kumar Satpati
12	SUCHITRA MUDI	19111109023	9474566173	Trilochan Sing Sardar
13	BULTI MISHRA	19111109024	7029503213	Trilochan Sing Sardar
14	SUBHAJIT MANDAL	19111109026	7718370539	Trilochan Sing Sardar
15	UDAY KUMAR MANDAL	19111109028	7477533413	Trilochan Sing Sardar
16	SOMA GIRI	19111109030	9064309847	Trilochan Sing Sardar
17	NAMITA MAHATA	19111109031	8367826365	Tapan Patra
18	PRIYANKA KAR	19111109032	6295244060	Tapan Patra
19	DEBASIS GHOSH	19111109034	7477387814	Tapan Patra
20	MALATI MAHATA	19111109035	9635661381	Tapan Patra
21	JHUMPA GORAI	19111109036	9382032226	Tapan Patra
22	SHYAMALI PATRA	19111109037	8597677636	Sanchaita Banerjee
23	SUSOVAN MAHANTY	19111109038	7872096177	Sanchaita Banerjee
24	LIPIKA DAS	19111109041	8670747979	Sanchaita Banerjee
25	MITA KARMAKAR	19111109042	7364083987	Sanchaita Banerjee
26	SUBHA KONAR	19111109043	9749685553	Sanchaita Banerjee
27	SUBHAM GHOSH	19111109044	8116639497	Bibha Sinha Babu
28	KUMKUM GOPE MAJI	19111109045	9564265214	Bibha Sinha Babu
29	KANKANA CHAKRABORTY	19111109048	9083621814	Bibha Sinha Babu
30	SOMA PATRA	19111109049	7548927952	Bibha Sinha Babu
31	NAYAN GHOSH	19111109050	6294520068	Bibha Sinha Babu

Mentor: Mentee

01:05


Signature of the HOD
Head
Department of Sanskrit
Khatra Adibasi Mahavidyalaya


Signature of Principal



Khatra Adibasi Mahavidyalaya

P.O. :Khatra, Dist. Bankura, West Bengal, Pin : 722140

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Website : www.kamv.ac.in

NAAC Accredited B+ (Second Cycle)

Mentor's Diary

MENTOR'S PROFILE



Name: *Amiya kumar Satpati*

Designation: *Assistant Professor*

Department: *Sanskrit*

Period: *2021 - 2022*

The Student Mentorship program of the college facilitates constructive interaction & guidance for fresher (1st sem) students by their teachers (mentor). In an academic institute, mentoring is a particular form of relationship designed to provide personal&familial, educational and sometimes professional support to the students throughout the course tenure. The mentor is generally more experienced than the mentee and makes use of that experience in a facilitative way to support and promote the maximum feasible development of the mentee. It is basically a developmental opportunity for both mentor & mentee. In a nutshell, a mentor's role may be perceived to be facilitative, supportive and holistic developmental for the students. They build bridges among stakeholders as follows:

- Principal & Governing Body
- Students & Teachers
- Teachers & Parents
- Teachers & other related Committees & Advisors
- Institute & Alumni.

Objectives

- Creating opportunities amongst student groups & communities for bonding
- Refining teacher-student communication outside classroom
- Maintaining database of student performance, attendance details & drop outs
- Supporting personal & professional growth & monitoring psychological growth & progress
- Identifying special talents, skills, slow learners & passing this information on, to the relevant committees
- Locating & solving attendance issues
- Providing sustained motivation
- Ensuring & providing feedback for parents
- Identifying learning needs
- Assisting in developing values and ethics.
- Provisioning a Comprehensive Personal Student Record
- Cultivating a healthy learning environment in college

Expected Outcomes

- A healthy learning environment
- Vibrant culture of peer group exchanges
- Creation of positive communication channels among Principal, Parents, Staff & Students
- Enhancing an environment for students to feel a sense of belonging at the college.
- Building a self confident, bold & an active,enthusiastic student community
- Enhancement of attendance, lesser dropouts and good psychological health of students
- Building confidenceamong parents (Fulfillment of family expectations)
- Improved student performance in examination and other constructive activities.

In short, Mentoring aspires to transformational positive changes. It augments self confidence, improves peer bonding and prepares mentees for further studies in higher education sectors and career advancement. Often special coaching and counselingarearranged as a prerogative of mentoring according to the situation.

Roles and Responsibilities of Mentors

- To conduct an orientation meeting for the freshers by first month of the Semester for appraising them of the process & prepare an Orientation Report.
- To select a spokesperson/representative for the group.
- To collect data of mentees & maintain a file (Profiling the students).
- On locating their need for marked improvement in certain subjects, refer the same to respective Heads of Departments.
- To track the attendance record & identify dropouts , if any, and prepare a review report.
- To Identify those in need of special care based on familial issues, physical issues or other issues and refer the same to the respective committee.
- To ensure frequent value added students visit to the library.
- To allow & guide peer mentoring.
- To refer distressed or disturbed cases to the relevant committees/sub-committees.
- To notify Cultural Committee about students with special talents.
- To motivate the students to take part in activities those have social values.

- To compile their progress in different performances through the performance charts & discuss them with them, in details.
- To identify reasons for poor performance & attach a note (illness, domestic disturbances, personal obstacles & so on).
- To meet the students several times in a month and record the issues in the form of a report, which is to be sent to the appropriate committee/Teachers' Council and IQAC of the college.
- All the reports are to be prepared (One Orientation & Monthly Reports on various issues).
- To provide a mentor Certificate to the mentee after every academic session/semester to reflect and ensure holistic development (including behavioral development) of Mentee.

Roles and Responsibilities of Mentees

- To Provide all the necessary data with relevant documents (previous academic performance records, documents for participation in extra/co-curricular activities and academic advancement)
- To know what you want and ask for what you need.
- To identify special goals that you want to achieve and discuss it clearly with your mentor.
- To seek information regarding resources that you need from various sources.
- To conduct one to one correspondence between themselves to help your mentor.
- To have a positive attitude.
- To accept feedback by the mentors respectfully & cordially & discuss future course of action.
- To attend mentor meetings regularly & punctually.
- To provide feedback and communicate healthy developments in them. Reciprocal interaction is the key to a successful mentor-mentee relationship.

Parameters for Mentee Assessment

Assessment by Mentors is a continually evolving process. It should be engaging and student-centric. Assessment rather than evaluation supports student initiatives to help themselves in improving their performance. It focuses on certain criteria for grading the mentee. The Mentees will show:

1. Punctuality.
2. Responsibilities to the-Mentors/Team Leaders/Peer Mentorship or any other.

3. Engagements in Quality Voluntary Interaction, frequently.
4. Undertaking of Supportive/Positive Roles.
5. Personal Development Strategies-Seeks suggestions/is cordial in taking advice/is prompt in following instructions/ applies given inputs for personal improvement/ is meticulous in providing feedback.
6. An effort for the development of Team Spirit & Team building initiatives.
7. Fairness in their commitments & accountability for his or her omissions & commissions.
8. Creative impulses & exhibits them in extra/co-curricular activities.
9. Demonstration of healthy Interpersonal Skills.
10. Promptness in furnishing all the required data.

NB: All the above criteria are graded equally. Each criterion is ascribed a value of 1 and the scores are calculated on a scale of 1 to 10.

GRADING KEY	GRADE	SCORES
Excellent	A+	8 and above
Very Good	A	6 & 7
Good	B	5&6
Satisfactory	C	Up to 4

The Mentor-Mentee interaction provides an opportunity to document the journey of a learner's life. It is a portal for the mentee to carry his/her progress into the larger world space. Therefore, kindly generate with care and precision, the Certificate, as the mentees produce the Mentor Certificate for career mobility and advanced/further studies.

MENTEE RECORD

I PERSONAL INFORMATION

1. Name: Papiya Dutta
2. Admission Number: 1111900903 Reg No: 15270
3. Address: Vill + P.O + P.S - Khatba , Dist - Bankura
Pin - 722110
4. Residential phone no: 9611903640 Personal phone no: 9153855445
E-mail: papiyad811@gmail.com
5. DOB: 21/07/2001 Age: 21 Blood Group: B+

II FAMILY PROFILE

1. Father's Name : JOYDEB DUTTA Phone: 9611903640
Occupation: Business
2. Mother's Name : JHUMA DUTTA Phone: 9153855445
Occupation: House wife
3. Category: OBC-B Family Income: 80,000
4. No. of Siblings: 3
5. Local Residence (Tick the relevant box):

Parent's house Hostel House of relative Rented House

6. Name of the Hostel: NO

For Hostelites:

1. Local Guardian's Name : NO

2. Address: NO P.T.O

VIII - MENTORING REPORT

1. Name of Mentor : Amiya kumar Satpati
2. Department : Sanskrit
3. Designation : Assistant Professor
4. Period of Mentoring : 2020-2022

5. Mentoring Details

i) Name of mentee : Papiya Dutta
ii) UID : 19111109017
iii) Programme : Sanskrit (Hons)
iv) Semester : VI
v) Department : Sanskrit
vi) Mobile No . : 9153855445
vii) Email ID : papiyad811@gmail.com

viii) Issues / problems raised by the mentee (pointwise):
..... Issue regarding unavailability of Text
..... Book.
.....

ix) Resolved by the mentor through counseling or otherwise (pointwise):
..... Initially provided Text Books in Pdf
..... format and we submitted the
..... requisition for unavailable Text Books.
..... As per the requisition Librarian brought
..... these Books.
.....

Amiya kumar Satpati
Signature of the Mentor

3. Relationship with LG: N.A.

III. ACADEMIC INPUTS

1. Name of the previous Institution: Kangsabati Sishu vidyalaya

2. Previous Course Completed: H.S

3. Percentage obtained in the last qualifying exam: 88.2 %

4. Medium of Instruction: Bengali

5. Prizes awarded/earned in previous institutions (if any): _____

	Institution	Activity	Prize Details
Academic			
Co-Curricular			
Extra Curricular			
Cultural			
Sports			

IV. SPECIAL INTERESTS AND HOBBIES

Recitation

V. PERSONAL & FAMILIAL ISSUES (If Any)

Financial Problem

VII. - ACADEMIC PERFORMANCE CHART



KHATRA ADIBASI MAHAVIDYALAYA FORMAT FOR MENTORING: Academic performance Chart

DEPARTMENT:

A. Information of Mentor

1. Name : Amiya Kumar Satpati
 2. Designation : Assistant Professor
 3. Department : Sanskrit
 4. Period of Mentoring : 2020-2022

B. Information of Mentee

1. Name : Papiya Dutta
 2. Course : Sanskrit (Hons)
 3. Year of admission : 2019
 4. Student ID : 1111900303
 5. Name of Hostel :
 6. Scholarship : Swami Vivekananda mehit.com - means
 7. Male/Female : Female 8. Category: OBe-B 9. Date of Birth: 24.7.2007
 10. Permanent Address : vill + P.O + P.S - Khatra Dist - Bankura Pin-722190
 11. Phone No. : 9153855445
 12. Name of Father : Joydeb Dutta
 13. Name of Mother : Jhuma Dutta
 14. Name of Guardian : Joydeb Dutta
 15. Mobile No. of Guardian : 9619903640
 16. Area of Interests / Special Skill : Sanskrit, Vayakaran



Semester	Marks obtained in		Comment on Learning Attitude	Mentor-Mentee Meet		Hours Spent for Mentoring	Year of Passing	Placed After Completion
	Internal	Sem End Exam		Dates	Signature (Mentee)			
I	38	100			Papiya Dutta		2022 Admitted in M.A in Sanskrit in Bankura University	
	After Review							
II	37	127			Papiya Dutta			
	After Review							
III	49	176			Papiya Dutta			
	After Review							
IV	50	176			Papiya Dutta			
	After Review							
V	38	129			Papiya Dutta			
	After Review							
VI					Papiya Dutta			
	After Review							

Special notes / comments by the mentor:

Amiya Kumar Satpati
Signature of the Mentor

VI. CO-CURRICULAR AND EXTRA CURRICULAR PERFORMANCE CHART

CO-CURRICULAR: are activities that supplement syllabi learning and enhance performance outcomes. They supplement and strengthen classroom learning. Activities like Certificate Courses in different disciplines; College sponsored Sporting Activities like Yoga Courses; Club Activities from different discipline related clubs like Literary Club, Science Club etc, are all Co-curricular Activities.

EXTRA –CURRICULAR: These are activities that are indispensable, but not directly related to curricular of college. However, they enhance the personality, well being and confidence of learners while ingraining codes of discipline and the like. NSS, NCC come under this category.

SEMESTER-I-VI :: Session: 2019-20 to 2021-22

Sl.	Description of Co-Curricular Activity	Sem.	Sl.	Description of Extra-Curricular Activity	Sem.
1			1		
2			2		
3			3		
4			4		
5			5		

SEMESTER-I-IV :: Session: 2020-21 to 2021-22

Sl.	Description of Co-Curricular Activity	Sem.	Sl.	Description of Extra-Curricular Activity	Sem.
1			1		
2			2		
3			3		
4			4		
5			5		

SEMESTER-I-II :: Session: 2021-22

Sl.	Description of Co-Curricular Activity	Sem.	Sl.	Description of Extra-Curricular Activity	Sem.
1			1		
2			2		
3			3		
4			4		
5			5		

P.T.O

