



K. L. E. SOCIETY'S,
SHRI SHIVAYOGI MURUGHENDRA SWAMIJI ARTS,
SCIENCE & COMMERCE COLLEGE,
ATHANI – 591304, KARNATAKA STATE.



MENTOR - MENTEE SCHEME

MENTORING – STANDARD OPERATING PROCEDURE

OBJECTIVES OF THE MENTORING PROGRAM

- To focus and motivate students to **achieve learning goals** and thereby improve their academic performance.
- **To generate interest** in academics & Institutional activities among the students.
- To **provide institutional information** to students.
- To attend **stress related issues**.

Mentoring – Standard Operating Procedure

- ✓ The Mentor and Mentee have to follow the Mentoring agenda
- ✓ Engagement is on a voluntary basis for both the Mentor and the Mentee
- ✓ The Mentoring relationship is built upon trust and mutual respect
- ✓ The Mentor empowers the Mentee to take responsibility for their own learning and career development
- ✓ Keep relationship professional

Step : 1

- Issue of Mentees list to the Mentors
- Issue of mentor mentee form and record book
- Knowing each other
- Collect students personal data & Hobbies
- Create Whatsapp group
- Send some academic data to their Whatsapp group. Ask mentees to reply.
- Collect co curricular and extracurricular details of mentees.

Step : 2

Before I .A. Exam

- Interaction with mentees...
- Verification of Subject notes and books and attendance
- Mentor have to send a Whatsapp message and ask them to give a reply whether they are having notes or not. If not ask them to make it ready.

Step : 3

After I .A. Exam

Update IA marks in the mentoring form.

Interact with them based on their performance

Collect information related to Mentees Participation in Extra and Co curricular activities.

Giving Instructions regarding

- Article/Paper presentation Preparation
- Class seminar preparation and so on.

Semester End : Updating the mentoring Register with University result


Co-ordinator
IQAC




Principal
Shri.S.M.S. College
ATHANI



K. L. E Society's
SHRI SHIVAYOGI MURUGHENDRA SWAMIJI
ARTS, SCIENCE AND COMMERCE COLLEGE,
ATHANI-591304



Accredited at B⁺⁺ level by NAAC with CGPA-2.80
Affiliated to Rani Channamma University, Belagavi, Karnataka, India

Website: www.klesssmscollege.com



(08289) 295300 E-mail: ssmsatn@gmail.com

Ref. No: ssms/2020-21/

Date: 28/08/2020

NOTICE

The following staff members are appointed as the mentors for the academic year 2020-21. The class and students allotted are shown against the names of the teachers. You are further informed to collect the details of the students allotted and guide them in the academic and other activities. The list of the mentor and mentee is enclosed to this notice.

Co-ordinator
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(08289) 295300 E-mail: ssmsatn@gmail.com

Ref. No: ssms/2019-20/

Date: 30/07/2019

NOTICE

The following staff members are appointed as the mentors for the academic year 2019-20. The class and students allotted are shown against the names of the teachers. You are further informed to collect the details of the students allotted and guide them in the academic and other activities. The list of the mentor and mentee is enclosed to this notice.

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(08289) 295300 E-mail: ssmsatn@gmail.com

Ref. No: ssms/2018-19/

Date: 20/08/2018

NOTICE

The following staff members are appointed as the mentors for the academic year 2018-19. The class and students allotted are shown against the names of the teachers. You are further informed to collect the details of the students allotted and guide them in the academic and other activities. The list of the mentor and mentee is enclosed to this notice.

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Website: www.klesssmscollege.com



(08289) 295300 E-mail: ssmsatn@gmail.com

Ref. No: ssms/2017-18/

Date: 28/07/2017

NOTICE

The following staff members are appointed as the mentors for the academic year 2017-18. The class and students allotted are shown against the names of the teachers. You are further informed to collect the details of the students allotted and guide them in the academic and other activities. The list of the mentor and mentee is enclosed to this notice.

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Website: www.klesssmscollege.com



(08289) 295300 E-mail: ssmsatn@gmail.com

Ref. No: ssms/2016-17

Date: 04/08/2016

NOTICE

The following staff members are appointed as the mentors for the academic year 2016-17. The class and students allotted are shown against the names of the teachers. You are further informed to collect the details of the students allotted and guide them in the academic and other activities. The list of the mentor and mentee is enclosed to this notice.

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Principal
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Mentor Mentee Record Book.



K. L. E. SOCIETY'S,
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ARTS, SCIENCE & COMMERCE COLLEGE,
ATHANI - 591304, KARNATAKA STATE.



Record Book

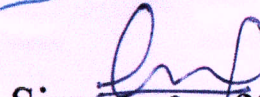
Name of Teacher : Dr. Mallikarjun. M.

Designation : Assistant Professor

Qualification : M. A. B. Ed. Ph. D.

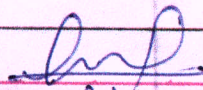
Subject : Political Science

Mobile No. : 9900119913


Signature of Teacher

Mentor - Mentee Meeting.
The following students attended the Meeting.
Date: 28/01/2020 Time: 4:30 pm

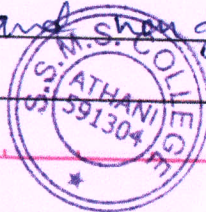
Sl. No	Roll No	Name of the Student	Date	Issue	Sign
1	80	Kalpna Dodamani	28/01/2020		Kalpna
2	81	Kaveri Rajamane		Facing difficulty in the concept of Vijaya Navami	Kaveri
3	82	Keerti Halladmal			Keerti
4	85	Mallikanjun Mullatti			Mallikanjun
5	86	Manjunath Kuchappanavar			Manjunath
6	87	Manjunath Patil	28/01/2020	Facing difficulty in the concept of Governor	Manjunath
7	89	Pooja Badiger	28/01/2020	Pooja Badiger	Pooja
8	90	Pooja Maheshwari			Pooja
9	91	Pooja Pangi	28/01/2020	Problem in availability of sufficient books	Pooja
10	92	Prathmesh Uppar			Prathmesh
11	96	Sagar Kamble			Sagar
12	98	Santosh Satgondkar			Santosh
13	103	Srujan Dulani			Srujan
14	104	Sujata Tamkhani			Sujata
15	106	Vishnu Ambhi	28/01/20	Financial issues at home.	Vishnu
16	108	Gensapak Manim			Gensapak
17	110	Omkar Patil			Omkar
18	113	Dattatraya Poozadi			Dattatraya
19	114	Anuragesh Ichot			Anuragesh
20	116	Pavitra Saragar			Pavitra
21	117	Sooraj Aladoni			Sooraj


(Dr. Mallikarjuna M.)

Issues Resolved and addressed

- ① Issue raised by Kavari Rajamane : Facing difficulty in understanding the Concept of Vijaya Nagara Empire
Issue addressed : This was brought to the notice the head of History. It was ensured that the Concept of Vijaya Nagara Empire will be revised again
- ② Issue raised by Manjunath Patil : Facing difficulty in Understanding the Concept of Governor
Issue addressed : This was brought to the notice the head of Political Science. It was ensured that the Concept of Governor will be revised again
- ③ Issue raised by Pooja Pangi : Problem in availability of Sufficient books in library
Issue addressed : It was ensured that more number of books will be brought and provided
- ④ Issue raised by Virendra Ambhi : Financial Issue at home
Issue Addressed : Advised to venture and look for government and non government Scholarships

Co-ordinator
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Record Book

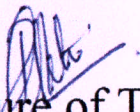
Name of Teacher : *Smt. Roopali. Patil*

Designation : *Lecturer*

Qualification : *Mcom, BEd, NET & SET*

Subject : *Commerce*

Mobile No. : *9538176744*


Signature of Teacher

3 to 4 pm.

Mentor - Mentee - meeting. 13/08/2021
The following students were attended the meeting.

S.No	Name of the students	Issue	Sign.
1	Abhishik Awati.	Canteen problem.	Awati
2	Akshata Gumataj		Gumataj
3	Akshata Naik.		Naik
4	Akshata Badige.		Badige
5	Amruta Minagi	Online class revision	Minagi
6	Anihant Kagalwad.		Kagalwad
7	Asha Bawagi		Bawagi
8	Ashwini Jaudal.		Jaudal
9	Basappa Keshappanavar.		Keshappanavar
10	Bhavana Koppad.	Issue of books for constituent.	Koppad
11	Bhanvati Jugalamath.		Jugalamath
12	Saneshwari mathapati		Mathapati
13	Deepa Ulagaddi.		Ulagaddi
14	Deepa Patil		Patil
15	Annapadi Kamble.	Lack of confidence while attempting exam	Kamble
16	Ganesh Ahatakamble.		Ahatakamble
17	Ganga Itnal.		Itnal
18	Gayatri Binadar.		Binadar
19	Hanuman Daddashivannavar.	Competative exam class	Daddashivannavar
20	Kamini Ulagaddi.		Ulagaddi
21			
22			

(Roopali Jadhav)

13/08/2021

Issues resolved & addressed.

- 1) Issue ^{raised} by Abhishek awati regarding Canteen Food & water facility -

Issue Addressed:- Due to covid-19 pandemic canteen is closed, so it will be reopened soon, as the regular classes will get started.

- 2) Issue raised by Amruta miraji regarding Revision of online classes:-

Issue addressed:- It was ensured that in upcoming days related subject teacher will be revising all the online classes in her or his one week class.

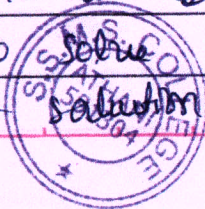
- 3) Issue raised by Bhavana Rappad regarding GEM category - 24 students books issue:-

Issue addressed:- Alternatively we can offer you to department library you can take selected books from department too.

- 4) Lack of confidence while attempting exam:-

By Dr. Upadi Kambale Question regarding confidence motivated her to solve previous year question and get solution for that. Principal
Shri.S.M.S. College
ATHANI

Co-ordinator
IQAC



Mentor - Mentee Meeting

The following Students Attended the Meeting

SL.NO	Name of the Student	Date	Issue - Time: 4 p.m	Sign
01	Laxmi Gaganamale	08/01/2021		
02	Mahesh Aihole	"	Suggested to conduct Extra classes - Computer	
03	Monika Solunke	"		
04	Nikita A.	08/01/2021		
05	Nisha Saigam	"		
06	Pallavi Lohar	"	Issue raised as to solve Question Paper	
07	Parashuram M.	"		
08	Pavitra Vastad	"		
09	Pavitra Koli	"		
10	Pratima Kialagi	"	Issue raised that unable to pay exam fees	
11	Praveen Telasang	"		
12	Preeti Mali	"		
13	Priyanka Ambalagi	"		
14	Rahul Dasale	"		
15	Ravi Aigali	"		
16	Roopa D.	"		
17	Roopa Huddar	"	Issue raised to provide materials	
18	Sameer Niday	"		
19	Santosh Chaudhari	"		
20	Shankar Bhargava	"		

(Ms. Sangeeta A.C.)

Issue Resolved and Resolved

- 1) Mahesh raised an issue for conducting extra-classes of Computer Classes.

Issue Addressed: This is brought notice to the concern teachers of the class to conduct extra classes in the morning.

- 2) Pallavi raised an issue to solve Old Question papers.

Issue Addressed: Given confirmation to all students that Question papers will be solved all teachers of respective subjects

- 3) Pratima issued that she is unable to pay Exam fees

Issue Addressed: Assured her that Exam fees will be paid and managed by the college administration/management.

- 4) Roopa requested to provide subject materials

Issue Addressed: Assured her that this will bring into notice to all subject teachers to give/circulate subject materials to all teachers

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Record Book


Name of Teacher : Smt. Poornima A. Minache

Designation : Asst. Professor

Qualification : MA, B.ed

Subject : Kannada

Mobile No. : 9538638043


Signature of Teacher

* Mentor - Mentee Meeting *

The following students attended the meeting

Date: 18/02/21 Time: 4:30pm

S.No	R.No	Name of the student	Issue	Sign
01	32	Ashwate. Kamble		AV
02	34	Basavaraj Sindheer		Buyy
03	37	chendrika. M. Halalli		cmh
04	40	Geeta. R. Bujastri	ಮದರಾಸಿ ನೆಪಾಳಿ	GPZ
05	41	Giruling. S. Kakemari		ci kakemari
06	42	Jayashri. Gondhale		Jayashri
07	43	Kareppa. M. Padolakar	ನಿಜಾತಿ ಕೆರೆ ಕೆರೆ	Kpadolakar
08	46	Pallavi. R. Tubachi		W
09	47	Pavitra. G. Biradar		Pavitra
10	48	Pooja. Hosagoudar		PH
11	49	Pooja. Savadi		Phosage
12	50	Poonam. Kamble		Phosage
13	51	Radhika. Kamble		Radhika
14	52	Roope. Koleyani	ಹಂಪಿ ಕೆರೆ ನೆಪಾಳಿ	Roope
15	53	Sagar. A. Ratunavar		Sagar
16	54	Saleem. S. Mulla		Saleem
17	55	Sampat. S. Bakari		Sampat
18	56	Sangeta. Hurage		Sangeta
19	57	Santosh. Magadekar		Santosh
20	58	Sarajani. Chavagoudar		Sarajani
21	59	Shaili. Belkanki		Shaili
22	60	Shankar. Keembas		Shankar
23	61	Shivanad. Magadekar		Shivanad

* Issues Resolved and Addressed *

1> ಗೀಲಾ ಬಜ್ಜಿಯಾ ವಿನಿಯೋಗ ಮಾಡುವ ಪಾಡಲು ನಿರ್ಧರಿಸಿದಂತೆ ವ್ಯಕ್ತಿ ವಿದ್ಯಾರ್ಥಿನಿ ಮುಂದೂಡಿಸಲು ಸಿಪಿಸ್ಕಿಯಾಗಿದೆ.

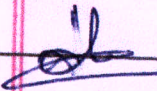
→ ಗೀಲಾ ಬಜ್ಜಿಯಾ ಮಾಡುವ ಸಿಪಿಸ್ಕಿ ಹಿರಿಯ ಹೆಚ್ಚುವಾಗಿ, ಪ್ರದ್ಯುತಿಕರಾದ ನಾವು ವ್ಯಕ್ತಿ ಹುಡುಕಿಸುತ್ತಿರಬಹುದು ವೇರಾಗಿ ವ್ಯಕ್ತಿ ಆರಗೊಬ್ಬಾಯಿ ಬಗ್ಗೆ ಇರಬಹುದು ಖಸರಿ ಹಾಗೂ ವ್ಯಕ್ತಿ ಖಸರಿ ಹೆಚ್ಚುವಾಗಿ ವೇರಾ ವೇನ್ನು ಒಟ್ಟು ಒಟ್ಟು ಮುಂದೂಡಿಸಲು ವೇರಾ ನಡೆದಿರು.


2> ಕರೆವಾ ಪೆಡ್ಜುಕರಿ ವಿದ್ಯಾರ್ಥಿಯು ಆಪ್ತ ನೆನಪಿನಲ್ಲಿ ಇಟ್ಟು ಸಿಪಿಸ್ಕಿಯ ಬಗ್ಗೆ ಹೆಚ್ಚುವಾಗಿ.

→ ವೇರಾ ಸಿಪಿಸ್ಕಿಗೆ ನಾವು ವಿದ್ಯಾರ್ಥಿಯಿಂದ ಒಟ್ಟು ವೇರಾ, ವೇರಾಗುವ ವೇರಾವು ಹಾಗೂ ಪ್ರದ್ಯುತಿ ವೇರಾವು ವೇರಾ ವೇರಾ ವೇರಾ ವೇರಾ ವೇರಾ ವೇರಾ.


3> ಕೆವಾ ಕಲ್ಯಾಣಿ ಇವರಿ ವಿನಿಯೋಗ ಹಾಗೂ ಸಿಪಿಸ್ಕಿ ಬಗ್ಗೆ ಹೆಚ್ಚುವಾಗಿ.

→ ಕೆವಾ ಕಲ್ಯಾಣಿ ವಿದ್ಯಾರ್ಥಿಯು ಹಾಗೂ ಸಿಪಿಸ್ಕಿ ಹೆಚ್ಚುವಾಗಿ ನಾವು ವೇರಾವು ವೇರಾವು ವೇರಾವು ವೇರಾವು ವೇರಾವು ವೇರಾವು.


(Smt. Poorvima A. Mirade)


Co-ordinator
IQAG




Principal
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Record Book

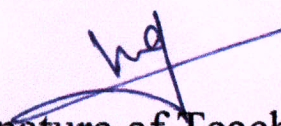
Name of Teacher : Prof. V. M. Gubache

Designation : Asst. professor

Qualification : M.Sc. Bed

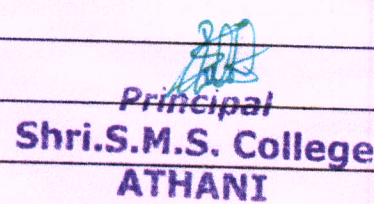
Subject : Chemistry

Mobile No. : 8197889298


Signature of Teacher

2020-21 06/07/21 Time: 4:00pm

Co-ordinator
IQAC



Issues Resolved and Addressed

1. Issue raised by Sandeep:- Facing difficulty in understanding the concept of topology.

Issue addressed:- This was brought to the notice of the head of mathematics. It was ensured that the concept of topology will be revised again

2. Issue raised by Sapna:- Bathrooms should have hand wash.

Issue addressed:- It was ensured that - additional hand washes will be provided

3. Issue raised by Sheetal:- Mobile gaming addiction

Issue addressed:- Advised to practice yoga and meditation resulting in good mental health

4. Issue raised by Siddappa:- unable to focus in studies

Issue addressed:- Advised to gain more focus through meditation

5. Issue raised by Sourabh:- Financial issues at home

Addressed:- Advised to venture and look for government & non govt scholarships & freeships





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Record Book

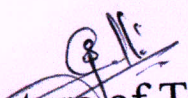
Name of Teacher : Miss. Shambhavi. G. S.

Designation : ... Assistant Professor

Qualification : ... M.Sc. B.Ed.

Subject : ... Botany

Mobile No. : ... 9380 355 519


Signature of Teacher

Mentor - Mentee - Meeting

The following students attended the Meeting

Time: 4pm

Sl. No	Name of the Students	Date	Issue	Sign
1.	Shashi. Devaraddi	26/07/21	Insufficient books	Shashi
2.	Shashikant. Shigani			Shigani
3.	Shilpa. Banasode			Banasode
4.	Shilpa. Mali			Mali
5.	Shreya. Avakkanavar			Avakkanavar
6.	Shrut. Pujari			Pujari
7.	Sudharani. Rokadi	26/07/21	Dull in Biochemistry	Rokadi
8.	Sushmita Chikkodi			Chikkodi
9.	Tejaswree. Kalaj			Kalaj
10.	Vijay S. Rahimatpur			Rahimatpur
11.	Vijaylaxmi. Tanvashi			Tanvashi
12.	Akshata. Halladmal	26/07/21	Problems on drinking water	Halladmal
13.	Akshata. Natikar			Natikar
14.	Amruta. Hannalli			Hannalli
15.	Pooja. Malaganvi			Malaganvi
16.	Priya. Sadalagi	26/07/21	Drawing problem	Sadalagi
17.	Pooja. Teli			Teli
18.	Pooja. Madabhavi			Madabhavi
19.	Rutuja. Mohite			Mohite
20.	Sangamesh. Kamari			Kamari
21.	Shradha. Dhulashetti			Dhulashetti
22.	Vaishnavi. Ghatanatti			Ghatanatti

Issues Resolved & addressed

1. Issue by Shashi Devaraddi:- Problem is Insufficient books in department library
Added Issue: It was ensured that more number of Books are purchased and kept in library.
provided to the students.

2. ~~Issue~~

2. Issue by Shalhani Rokadi: Felt difficulty to understand Biochemistry.

Issue Addressed: More extra class will be taken to that kind of students & problems will be solved. & Revision the ^{difficulty} concepts.

3. Issue raised by Akshata Halladmal: Problem of drinking water.

Addressed Issue:- It was ensured that additional drinking water kit will be installed.

4. Issue raised by Priya Sadalagi: Problem of drawings.

Issue Addressed: Advised to practice & draw repeatedly for diagrams until accuracy.

Co-ordinator
IQAC

Shambhavi G.S



Principal

Shri.S.M.S. College
ATHANI