



# Khatra Adibasi Mahavidyalaya

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

Phone: 8900057220 E-mail: [kacollege@rediffmail.com](mailto:kacollege@rediffmail.com)/[khatraacollege@gmail.com](mailto:khatraacollege@gmail.com)

Website: [www.kamv.ac.in](http://www.kamv.ac.in)

Ref. No.:

Date: 11.09.2020

From:

## Notice

All faculty members are requested to attend the departmental meeting at 2.00 pm on 12th September, 2020 through Google Meet regarding Mentor-mentee allocation for 1<sup>st</sup>, 3<sup>rd</sup> & 5th semester students.

*Ugorai*

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 12th September, 2020 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 Sardar .....Assistant Professor, Dept. of Sanskrit
4. Tapan Patra, .....SACT, Dept. of Sanskrit
5. Sanchaita Banerjee.....SACT, Dept. of Sanskrit
6. Biva Sinha Babu .....SACT, 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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Website: [www.kamv.ac.in](http://www.kamv.ac.in)

Ref. No.:

Date: 16.09.2020

From:

## DEPARTMENT OF SANSKRIT

### NOTICE

The students of 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> semester 2020-21 are hereby notified that as per decision of the Departmental meeting held on 12<sup>th</sup> September 2020, 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.

*Ugorai*

HOD, Department of Sanskrit  
(Seal)

Head  
Department of Sanskrit  
Khatra Adibasi Mahavidyalaya





**KHATRA ADIBASI MAHAVIDYALAYA**  
**DEPARTMENT OF SANSKRIT**  
**MENTOR /MENTEE RATIO\_ACADEMIC SESSION-2020-21 (SEMESTER-I)**

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	Haradhan Gorai
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	BIKRAM SINGHA	20111109013	8927129136	Amiya Kumar Satpati
14	MAYNA CHAND	20111109014	9883809352	Amiya Kumar Satpati
15	TUMPA GHOSH	20111109015	9735167801	Amiya Kumar Satpati
16	SANDIP DANGAR	20111109016	9083700625	Amiya Kumar Satpati
17	ANILAVA PAINE	20111109017	8370835948	Trilochan Sing Sardar
18	MALA BAURI	20111109018	7908017257	Trilochan Sing Sardar
19	PURNIMA PATRA	20111109019	7670967520	Trilochan Sing Sardar
20	SAMPA RANI MAHATA	20111109020	8116581516	Trilochan Sing Sardar
21	AMBIKA BHUINYA	20111109021	8927910156	Trilochan Sing Sardar
22	SUBRATA PATI	20111109022	7865946108	Trilochan Sing Sardar
23	MANISHA PATRA	20111109023	8597542441	Trilochan Sing Sardar
24	BIBHAS SAHIS	20111109024	7029722595	Trilochan Sing Sardar
25	AMRITA PANDEY	20111109025	8945050423	Tapan Patra
26	SANCHITA ROY	20111109026	7602490749	Tapan Patra
27	PAYEL GARAI	20111109027	8967455403	Tapan Patra
28	SANTANU ROY	20111109028	7583943889	Tapan Patra
29	HIRA BAURI	20111109029	6294345346	Tapan Patra
30	SULOCHANA GOPE MANDAL	20111109030	9883464937	Tapan Patra
31	SHILPA PATRA	20111109031	6297240524	Tapan Patra
32	JHINUK SAHANA	20111109032	9732422964	Tapan Patra
33	RAJU ROY	20111109033	9064953726	Sanchaita Banerjee
34	MANISHA MALLICK	20111109034	8695470302	Sanchaita Banerjee
35	SOMNATH DANGAR	20111109035	9932913359	Sanchaita Banerjee
36	RAJIB MAHATA	20111109036	7076331925	Sanchaita Banerjee
37	ANURADHA MAHATA	20111109037	9002876738	Sanchaita Banerjee
38	ANANIYA HANSDA	20111109038	8116223393	Sanchaita Banerjee
39	SAMAPTI MANDAL	20111109039	9339083374	Sanchaita Banerjee
40	ANKITA SINGHA	20111109040	8972913540	Bibha Sinha Babu
41	KARNA PATRA	20111109041	6295984851	Bibha Sinha Babu
42	MADHURI PYNE	20111109042	7865917813	Bibha Sinha Babu
43	SRIKANTA MAJI	20111109043	6297513483	Bibha Sinha Babu
44	MANOTOSH ROY	20111109044	7551031661	Bibha Sinha Babu
45	PURNIMA GHOSH	20111109045	7679781371	Bibha Sinha Babu
46	SAKUNTALA DEY	20111109046	8389837500	Bibha Sinha Babu

Mentor: Mentee

01:08

*Ugonai*  
Signature of the HOD

Head  
Department of  
Sanskrit, Khatra Adibasi Mahavidyalaya

*Sanjib*  
Signature of Principal



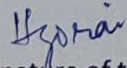


**KHATRA ADIBASI MAHAVIDYALAYA**  
**DEPARTMENT OF SANSKRIT**  
**MENTOR / MENTEE RATIO\_ACADEMIC SESSION-2020-21 (SEMESTER-III)**

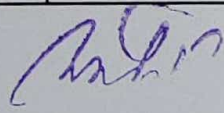
Sl. No.	Name of the Mentee	UID No.	Phone No.	Name of Mentor
1	MOUMITA PATRA	19111109016	8944098443	Haradhan Gorai
2	ANJANA SAHIS	19111109033	8597997558	Haradhan Gorai
3	AKASH PENUYA	19111109002	8348731556	Haradhan Gorai
4	CHITTA SAREN	19111109004	6295164877	Haradhan Gorai
5	PAYEL ROY	19111109007	8900377366	Haradhan Gorai
6	SOMA MANDAL	19111109008	8942076402	Haradhan Gorai
7	SOUMITA HANSDA	19111109009	7076160345	Amiya Kumar Satpati
8	SUDIPA SINGHA MAHAPATRA	19111109010	7319054302	Amiya Kumar Satpati
9	SUSMITA MANDAL	19111109013	7718187106	Amiya Kumar Satpati
10	MANDIRA DULEY	19111109015	8972568823	Amiya Kumar Satpati
11	PAPIYA DUTTA	19111109017	9153855445	Amiya Kumar Satpati
12	SACHIN TUDU	19111109019	6381280124	Amiya Kumar Satpati
13	SANJIB MAHATA	19111109022	8768799230	Trilochan Sing Sardar
14	SUCHITRA MUDI	19111109023	9474566173	Trilochan Sing Sardar
15	BULTI MISHRA	19111109024	7029503213	Trilochan Sing Sardar
16	SUBHAJIT MANDAL	19111109026	7797657914	Trilochan Sing Sardar
17	UDAY KUMAR MANDAL	19111109028	7477533413	Trilochan Sing Sardar
18	SOMA GIRI	19111109030	9679250191	Trilochan Sing Sardar
19	NAMITA MAHATA	19111109031	8367826365	Tapan Patra
20	PRIYANKA KAR	19111109032	6295244060	Tapan Patra
21	DEBASIS GHOSH	19111109034	7477387814	Tapan Patra
22	MALATI MAHATA	19111109035	9635661381	Tapan Patra
23	JHUMP GORAI	19111109036	9382032226	Tapan Patra
24	SHYAMALI PATRA	19111109037	8597677636	Sanchaita Banerjee
25	SUSOVAN MAHANTY	19111109038	7872096177	Sanchaita Banerjee
26	LIPIKA DAS	19111109041	8670747979	Sanchaita Banerjee
27	MITA KARMAKAR	19111109042	7364083987	Sanchaita Banerjee
28	SUBHA KONAR	19111109043	9749685553	Sanchaita Banerjee
29	SUBHAM GHOSH	19111109044	8116639497	Sanchaita Banerjee
30	KUMKUM GOPE MAJI	19111109045	9564265214	Bibha Sinha Babu
31	SOMA PAL	19111109046	9614379964	Bibha Sinha Babu
32	KANKANA CHAKRABORTY	19111109048	9083621814	Bibha Sinha Babu
33	SOMA PATRA	19111109049	7548927952	Bibha Sinha Babu
34	NAYAN GHOSH	19111109050	6294520068	Bibha Sinha Babu

Mentor: Mentee

01:06

  
Signature of the HOD

Head  
Department of Sanskrit  
Khatra Adibasi Mahavidyalaya

  
Signature of Principal



**KHATRA ADIBISI MAHAVIDYALAYA**  
**DEPARTMENTR OF SANSKRIT**  
**MENTOR /MENTEE RATIO\_ACADEMIC SESSION-2020-21 (SEMESTER-V)**

Sl. No.	Name of the Mentee	UID No.	Phone No.	Name of Mentor
1	AJOY MAHATA	18111109002	8972158906	Amiya Kumar Satpati
2	ALPANA MANDI	18111109003	7432042576	Amiya Kumar Satpati
3	AMITA MANDAL	18111109004	9800757886	Amiya Kumar Satpati
4	ANANYA MODAK	18111109005	9002116437	Amiya Kumar Satpati
5	BIBEKANANDA BAURI	18111109010	7063211914	Haradhan Gorai
6	GAYATRI DAS	18111109015	9733603982	Haradhan Gorai
7	KABITA MUDI	18111109018	9002821695	Haradhan Gorai
8	MARSHAL HANSDA	18111109021	9547641355	Trilochan Sing Sardar
9	MILAN HEMBRAM	18111109022	7319380382	Trilochan Sing Sardar
10	MRINMOY MANDAL	18111109023	9647316798	Trilochan Sing Sardar
11	PRITAM MANDAL	18111109026	9800464986	Tapan Patra
12	PRIYA DANGAR	18111109027	7584880456	Tapan Patra
13	PUJA MANDAL	18111109028	7364893656	Tapan Patra
14	PUJA ROY	18111109029	8116621295	Sanchaita Banerjee
15	RIJU PAN	18111109034	6290693534	Sanchaita Banerjee
16	RIYA MAHATA	18111109035	8016074136	Sanchaita Banerjee
17	RIYA PATI	18111109036	9476351131	Bibha Sinha Babu
18	RIYA ROY	18111109037	8670285085	Bibha Sinha Babu
19	SAJAL KUMBHAKAR	18111109038	8016976451	Bibha Sinha Babu

Mentor: Mentee

01:03

*Hypnai*  
Signature of the HOD

**Head**  
**Department of Sanskrit**  
Khatra Adibasi Mahavidyalaya

*[Signature]*

Signature of Principal



# Khatra Adibasi Mahavidyalaya

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Website : [www.kamv.ac.in](http://www.kamv.ac.in)

NAAC Accredited B+ (Second Cycle)

## Mentor's Diary



### MENTOR'S PROFILE

Name: .....Haradhan Gorai.....

Designation: .....Assistant Professor.....

Department: .....Sanskrit.....

Period: .....2020-2021.....



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.

## VII. -ACADEMIC PERFORMANCE CHART



### KHATRA ADIBASI MAHAVIDYALAYA FORMAT FOR MENTORING: Academic performance Chart

DEPARTMENT: Sanskrit

**A. Information of Mentor**

1. Name : Haradhan Gorai  
2. Designation : Assistant Professor  
3. Department : Sanskrit  
4. Period of Mentoring : 2020 - 21

**B. Information of Mentee**

1. Name : BIBEKANANDA BAURI  
2. Course : Sanskrit (Hons.)  
3. Year of admission : 2018  
4. Student ID : 18111109010  
5. Name of Hostel : NA  
6. Scholarship : Yes (Merit cum Means)  
7. Male/Female : Male 8. Category : SC 9. Date of Birth : 09.03.98  
10. Permanent Address : vill- Dhanara PO- Arkama Dist- Bankura 722140  
11. Phone No. : 7063211914  
12. Name of Father : Kamalakanta Bauri  
13. Name of Mother : Greni Bauri  
14. Name of Guardian : Kamalakanta Bauri  
15. Mobile No. of Guardian : 7063211914  
16. Area of Interests / Special Skill : Singing & sports



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		<u>146/200</u>			<u>Bibekamanda Bauri</u>		<u>2021</u>	<u>Admitted in M.A. in Bankura University</u>
	After Review							
II		<u>161/200</u>			<u>Bibekamanda Bauri</u>			
	After Review							
III		<u>187/250</u>			<u>Bibekamanda Bauri</u>			
	After Review							
IV		<u>218/250</u>			<u>Bibekamanda Bauri</u>			
	After Review							
V		<u>180/200</u>			<u>Bibekamanda Bauri</u>			
	After Review							
VI		<u>165/200</u>			<u>Bibekamanda Bauri</u>			
	After Review							

Special notes / comments by the mentor:

Haradhan Gorai  
Signature of the Mentor