

Mentorship Program Report for Departmental Coordinator

For The Month: - Jan 2022

To,
The Principal,
GIT, Lavel.
Respected Sir,

Through Mentorship Program, to attain issues the academics, career, personal & any other, students' counseling is done. The various mentors conducted the meeting with their mentee & they have submitted their report to the Departmental Mentor. The overall communal report of institute is as follows:

Academic Related Issues

Dept.	List of Issues	Action Taken
Mech	Difficulties in finding mini project topics	Guidance on various emerging technologies, project topics and innovative ideas
Mech	Project work fabrication work	Message conveyed to project coordinator and HOD
Mech	Internal assessment	Information provided
Mech	About notes and books	Informed about library and notes sent on email
Mech	Students of TE- Mech have requested to conduct the practical's in offline mode and ready to come for practical's on GIT campus	Message conveyed to HOD
Mech	About coming examination and preparation	Information provided about both online and offline exam pattern and proper way for examination preparation.
Mech	Online exam pattern	Information provided about online exam pattern, career guidance and personal information.
Mech	Group Discussion on "Contribution for Development of India"	Conducted Small Group Discussion on "Contribution for Development of India". Total 03 nos. of students spoke during the discussion. Mr. Shinde Yuraj :Remark: Self-development is development of Nation Mr. Rutik Patne: Remark: Helping poor students in obtaining financial support in education Mr. Prabodhan Gamare: Remark: Helping peoples in getting Vaccination Certificates, Vaccination Passes, etc.
Chem	Improving soft skill	Group discussions planned
Chem	Increasing Motivation for studying new chemical engineering developments	Students were given motivational speech by mentor and talks by experts planned. One such program was carried out during Sem III for these students
Civil	DSE Exam & Submission Queries	Informed in detail about Academic Calender & Submission Procedure
Civil	Scholarship forms related Queries	Informed about concern dept
Civil	Chances of offline college start on 1st Feb 2022	Discussed about topic
Civil	Doubts related to ELRC lecture visible	Discussed about topic
E&TC	Java Subject can't understand (Property)	



Career Related Issues

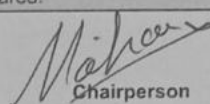
Dept.	List of Issues	Action Taken
Mech	GATE 2022	Discussed with students about GATE 2021 mechanical Question paper
E&TC	GIT APT-TECH APTITUDE TRAINING- required recording of that lectures (TE students)	Discussed and informed to Departmental TPO coordinator sir
E&TC	Swayam-Nptel MOOC courses and GATE coaching-FE students	Discussed and informed

Personal Issues

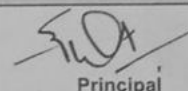
Dept.	List of Issues	Action Taken
Counsellor	3 Personal Issues reported	Under counselling, Yet not resolved

Services Related Issues OR Any Other Topic Discussed

Dept.	List of Issues	Action Taken
Mech	Network issue	Forwarded to HOD
Comp	· Introduction to FE students about mentoring system.	
Comp	· Conveyed importance of attendance.	
Comp	· Discussed students' progress and attendance	
Comp	· General discussion	
Comp	· Discussed students experience about GIT	
Civil	Internet problem	Discussed about topic
E&TC	Mentor-Mentee Introduction	
E&TC	Student's introduction is taken in the mentor meeting and the concept of mentoring is explained. The objective of mentoring is cleared.	The first activity was explained to them and first mentoring assignment is given.


Chairperson

Mentorship Committee
Gharda Institute of Technology


Principal

Gharda Institute of Technology



Mentorship Program Report for Departmental Coordinator

For The Month: - Mar 2022

To,
The Principal,
GIT, Level,
Respected Sir,

Through Mentorship Program, to attain issues the academics, career, personal & any other, students' counseling is done. The various mentors conducted the meeting with their mentee & they have submitted their report to the Departmental Mentor. The overall communal report of institute is as follows:

Number of meetings Conducted	41
Number of students present	261

Academic Related Issues

Dept.	List of Issues	Action Taken
Mech	students asking for reseasonal first internal assesment test for defaulters	message conveyed to HOD
Mech	Students are asking for study tour at Delhi or Goa	Message conveyed to HOD, and Industrial tour arranged in april month
Mech	Offline Revision of Practicals	Revision in Process
Comp	luch brak 1 to 2 instead of 12 to 1	Informed that if possible will implement in next semester
Comp	DSE students has missed lectures/practicals during exam.	Asked students to view recording of the subjects. Asked to meet concern subject teacher, if any diffulty in understanding concepts
Comp	Internet Issue	Discussed with HOD & System admin. Issue is resolved now.
Comp	Internet during practicals	Informed HoD & System Admin.Problem Solved
Comp	Placement and University Exam	Counselling
Civil	Exam Pattern related Discussion whether the Exam Online or Offline ?	Informed to Find Circular from Exam Dept.Mostly Offline Exam As per Regular Schedule
Civil	Project related Querries -Within Short period of Time how to complete Expt.Work & Report Writing ?	Informed to meet regular concern guide & Complete the task with help of Team members
Civil	Discussed about academic and software courses conducted in dept.	Discussed the usefulness of software
Civil	Related to second sessional exam	Discussed and give guidelines
Civil	Dress code to be changed. Cloth of dress code is not available in market	Informed to GIT mentor coordinator
Civil	Related to softwares in civil engineering	Discussed and give guidelines
Civil	Related to social projects	Discussed and give guidelines
Civil	Shodh Related discussion	Discussed
E&TC	FE Sem-II Offline classes	Informed and Discussed on offline classes of sem-II (5th-1 from 28/03/2022)
E&TC	Synergy 2022 related discussion	Discussed
E&TC	General Discussion-Transportaion facility, exam preparation	NA
E&TC	General Discussion-Transportaion facility, exam preparation, Introduction to Synergy	NA



E&TC	Discussion about offline classes and exams	NA
E&TC	General discussion about exams	NA
E&TC	Discuss about offline end sem exam	NA

Career Related Issues

Dept.	List of Issues	Action Taken
Mech	Gate Exam Preparation discussion	Guidance Provided
Comp	AWS Academy Course Discussion	Counselling
Comp	Discussion on campus placement preparation & professional certification importance.	Motivated to practise through online coding platforms and asked to register for certifications like AWS etc..
Civil	Whether the institute give Career guidance program for Final Year Students & Job opportunities after Completion of Degree in offcampus /Incampus for Civil Engineering?	Informed to keep in touch with TPO cell
Civil	Related to Interview pattern	Discussed and give guidelines
E&TC	To conduct mock interview	Informed to Dept TPO coordinator

Personal Issues

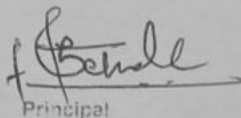
Dept.	List of Issues	Action Taken
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Services Related Issues OR Any Other Topic Discussed

Dept.	List of Issues	Action Taken
Mech	Scholarship forms related Queries	Quarries has been cleared & Informed to concern dept
Mech	Doubts related to ELRC lecture visible	Doubts cleared with demonstration
Mech	For first year students, books of new edition should be geat available	has talked to Librarian S P Joshi sir on this issue
Comp	Exam fear to some students.	NA
Comp	Preplacement preparation talk	NA
Civil	Mess of Shivneri hostel- Taste and quality of food is poor	Discussed the matter and informed to give application to mass committee
E&TC	Discussed about purpose of mentorship, how to approach engineering studies	NA
E&TC	WiFi problem in hostel	Informed to warden


 Mentorship Committee
 Gharda Institute of Technology




 Principal
 Gharda Institute of Technology

Mentorship Program Report for Departmental Coordinator
For The Month: - Apr 2022

To,
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GIT, Level
Respected Sir,

Through Mentorship Program, to attain issues the academics, career, personal & any other, students' counseling is done. The various mentors conducted the meeting with their mentee & they have submitted their report to the Departmental Mentor. The overall communal report of institute is as follows:

Number of meetings Conducted	25
Number of students present	250

Academic Related Issues

Dept.	List of Issues	Action Taken
Mech	Preparation for Offline Sessional as well as End semester Theory Examination	Suggested students to questions papers, 1. Refer previous year 2. Asked the students to Request subject teachers and get question bank.
Mech	Demand for more time to complete mini project	Being a mini project coordinator, given 5 days for completing project work
Mech	For first year students, books of new edition should be great available	has talked to Librarian S P Joshi sir on this issue
Mech	1. Resessional exam 2. Question bank	Information given
Mech	Attendance make up and sessional paper pattern?	Information is shared
Mech	students asking for resessional first Internal assessment test for defaulters	message conveyed to HOD
Mech	iv report and consideration of submission who not gone for IV	Message conveyed to HOD
Mech	Doubt about Exam Pattern	Given information about exam pattern
Comp	Discussion on the importance of attendance	guided for the offline examination
Comp	Discussion on the importance of attendance	Discussed
Civil	Mini Project Work and Time Management	Mini Project Work and regarding its Time Management discussed with the students
Civil	Question paper pattern of First half of 2022 exam.	Question paper pattern of first half of 2022 exam is discussed with the students
Civil	Question paper pattern of First half of 2022 exam.	Question paper pattern of first half of 2022 exam is discussed with the students

Career Related Issues

Dept.	List of Issues	Action Taken
Mech	Gate Exam Preparation discussion	Guidance Provided
Mech	Students are asking for study tour at Delhi or Goa	Message conveyed to HOD, and Industrial tour arranged in april month
Mech	discussion about seminar by experts.	Arranged seminar on Piping Engineering on 1st April 2022



Comp	Preparation of Aptitude & fundamental subject.	Guidance given on how to prepare for aptitude.
Civil	Require Job Placement	Informed to Communicate with TPO Cell

Personal Issues

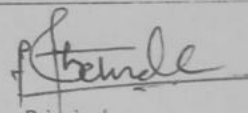
Dept.	List of Issues	Action Taken
Mech	To follow discipline	Informed the students about importance of Discipline in a professional life and
Mech	Stress and lack of time management skills	Advised about how to prepare for exams in time available. Also, asked to meet counsellor for dealing with stress
Mech	some students have less confidence in writing offline exam after long break	message conveyed to counsellor
Mech	one student raised health issue for absence	asked him to bring medical certificate and submit to class teacher

Services Related Issues OR Any Other Topic Discussed

Dept.	List of Issues	Action Taken
Mech	Saurabh Gundekar is having problem regarding his educational loan. His father expired in last month, it will take time to complete loan procedure	Advised about how to prepare for exams in time available. Also, asked to meet counsellor for dealing with stress.
Comp	1. Sometimes no hot water at Ajinkytara Hostek 2. Due to CET students GIT students not getting seat in the bus	
Comp	Exam related queries	solved


 Mentorship Committee
 Gharda Institute of Technology




 Principal
 Gharda Institute of Technology

Mentor system

Meeting of all mentor co-coordinator is scheduled on 12th Jan, 2022 at 3:00 pm.

Agenda of meeting:

- a) To review previous mentor system.
- b) Allotment of newly admitted FE & DSC students.

1) Chair person mentorship committee

: Mihara

2) Departmental coordinator, Computer dept.

: Dondhe

3) Departmental coordinator, E&TC dept.

: Amte

4) Departmental coordinator, Mechanical dept.

: P.P.S.

5) Departmental coordinator, Civil dept.

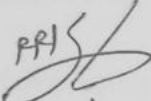
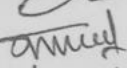
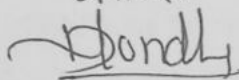
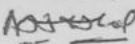
: Aswale

6) Departmental coordinator, Chemical dept.

: Shinde

Minutes of Mentor Meeting:

- a) Review of previous mentor system is taken.
- b) Newly admitted students are to allotted equally among departmental faculty mentors in order to improve good communication with mentees.

- 1) Dr. R. R. Kalamkar - 
- 2) Mr. S. K. Muchande - 
- 3) Kondhe D. N. 
- 4) Dr. A. D. Bhesale 



Mentor system

Meeting of all mentor co-coordinator is scheduled on 8th Feb. 2022 at 4:00 pm.

Agenda of meeting:

- a) Discussion on mentor report of Jan-2022
- b) Mentor record keeping System (MRKS)
- c) Offline mentor meetings

Chair person mentorship committee

: Maitra

Departmental coordinator, Computer dept.

: Dondhe

Departmental coordinator, E&TC dept.

: amte

Departmental coordinator, Mechanical dept.

: RS

Departmental coordinator, Civil dept.

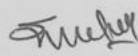
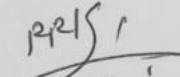
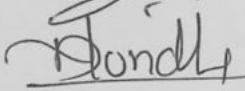
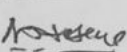
: Agarwal

Departmental coordinator, Chemical dept.

: Ch

Minutes of Mentor Meeting:

- a) Mentor report of Jan-2022 is discussed & forwarded to Principal & IQAC for further action if any.
- b) Training of online mentor record keeping system is given to departmental mentor coordinators.
- c) Back testing of MRKS will be done for the mentor report of Jan-2022.
- d) MRKS will be implemented from Feb-2022
- e) Offline mentor meetings are to be conducted as per scheduled slots mentioned in time-table.

- 1) Mr. S.K. Muchande - 
- 2) Dr. R.R. Kalamkar - 
- 3) Donde 
- 4) Dr. A.D. Bhosale 



Mentor system

Meeting of all mentor co-coordinator is scheduled on 9th Mar, 2022 at 4:00 pm.

Agenda of meeting:

- a) Discussion on mentor report of Feb-2022
- b) Review on online MRKS

Chair person mentorship committee

: Mahar

Departmental coordinator, Computer dept.

: Dondhe

Departmental coordinator, E&TC dept.

: Mishra

Departmental coordinator, Mechanical dept.

: PPS

Departmental coordinator, Civil dept.

: Prasad

Departmental coordinator, Chemical dept.

: Patil

Minutes of Mentor Meeting:

- a) Mentor report of Feb-2022 is discussed & forwarded to Principal & IQAC for further action if any.
- b) One common slot of mentor meeting is required in entire college time-table.
- c) List of mentors who are conducting less number of mentor meetings will be identified & uplifting will be given to them to increase the frequency of mentor meeting

1) Venkatesh D. N. Dondly

2) Dr. A. D. Bhojraj Bhojraj

3) Mr. S. K. Muchandak - Muchandak

4) Dr. R. F. Kalamkar - R.F.K.



Mentor system

Meeting of all mentor co-coordinator is scheduled on 11th Apr, 2022 at 2:00 pm.

Agenda of meeting:

- a) Discussion on mentor report of Mar-2022
- b) Difficulties faced in offline mentor meetings

Chair person mentorship committee

: Mahar

Departmental coordinator, Computer dept.

: Dondh

Departmental coordinator, E&TC dept.

: Omukul

Departmental coordinator, Mechanical dept.

: FFS

Departmental coordinator, Civil dept.

: Ashok

Departmental coordinator, Chemical dept.

: Sh

Minutes of Mentor Meeting:

- a) Mentor report of Mar-2022 is discussed & forwarded to Principal & IQAC for further action if any.
- b) Small technical corrections will be done in online MRKS as per suggestions given by departmental mentor coordinators

- 1) Dr. R. R. Kalamkar - PRIS
- 2) Mr. S. K. Muchande - annual
- 3) Lonelle D. N. Dondly
- 4) Dr. A. D. Chavare MSF

