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# Prahladrai Dalmia Lions College of Commerce & Economics

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Policy Title: **Mentoring Policy**



## **1. Introduction**

### **Who is a Mentor?**

A mentor is “anyone who has a beneficial life-or style-altering effect on another person, generally as a result of personal one-on-one contact.” or, “one who offers knowledge, insight, perspective, or wisdom that is helpful to another person in a relationship which goes beyond duty or obligation.”

### **Who is a Mentee?**

A mentee is “anyone who wants to learn from someone who knows and seeks their valuable advice in order to grow professionally and/or personally.” Or, “anyone who has the desire to gain from someone else’s experience through a period of guidance and support.”

### **The Relationship**

- Mentors provide a safe environment in which student can reflect introspectively without being judged.
- Mentors provide accurate feedback rather than advice to become self-directed.
- Mentoring is built on a relationship of trust and values.
- An important step in the process of developing a good mentoring relationship is to move from a problem orientation to a vision orientation.

## **Benefits of Mentoring**

1. Mentees have an opportunity to gain practical knowledge and insight from a seasoned mentor who has achieved a level of expertise they aspire to attain.
2. Mentors have an opportunity to expand their repertoire of specialised knowledge through their instruction and facilitation.
3. There are opportunities to further develop and disseminate the wealth of talent, skill and knowledge within the institution.
4. Mentee gets guidance and support from a respected member of campus community.
5. Professional development opportunities.
6. Increased confidence.
7. Increased knowledge and understanding
8. Greater awareness of other approaches to learn
9. Builds a network of students and expanded knowledge.
10. Having a confidential environment to discuss any issues

## **Benefits to the Mentor:**

- Provides fulfillment and satisfaction of helping.
- Extends network with students and other mentors and builds learning community.
- Supports use and development of key competencies leading to growth.
- Encourages examination of the status quo and alternative possibilities.
- Encourages renewed ideas and perspectives on one's leadership role.

## 2. Objectives

- To motivate learners to achieve learning goals.
- To orient learners with the courses, rules, regulations and facilities of the institution.
- To bring improvement in learner's holistic development wherever possible.
- To generate interest in academics and extra-curricular activities.

## 3. Process / Procedure

Prahladrai Dalmia Lions College always trusts in outcome-based learning processes.

To achieve this the college conducts various programmes to provide a hand-holding for the slow learners and offer opportunities to advance learners to excel and showcase their expertise.

**Orientation Programmes:** The college conducts orientation programmes for freshers which is an opportunity to introduce the new students to life at the Institute and facilitate a smooth transition to the new life. The objective is to help both undergraduate students and their parents adjust to the campus through a series of activities and sessions organized as part of the programme.

**Mentor- Mentee System:** The students are as identified as slow learners and advanced learners through class interaction, performance tests and holding workshops on Career Development. The institution then focuses on improving the

performance of slow learners by providing Remedial teaching which is conducted outside the regular classes specifically, for subjects like Mathematics and Statistics, Business Law, Economics, etc. Extra classes are engaged for students who need additional guidance. The faculty interacts with those students individually to understand their difficulties. The college has adopted a mentor-mentee system through which all kinds of support are provided to the slow learners. (See Mentor List : [BCom](#) / [SFC](#) )

A Google form is circulated by Mentors that helps faculty to understand their interests, hobbies, activities they would like to participate in, challenges, guidance, etc. On that basis, continuous efforts are taken by the faculty that mentors the students in their chosen spheres; eventually resulting also in improved results and pass percentage. The mentor also analyses other skills and strengths and encourages them which helps in building self-confidence by making them an important part in various activities and competitions.

**Mentoring by Associations, Extension Units and Cells:** Cultural activities are often considered as a distraction for students; however, the opposite is true, for it has often helped our students to later take up careers related to event management, choreography, dance and drama. The Cultural Association mentors the talent and flair of students in this arena.

The Sports Department nurtures the prowess of students in their chosen field of sports and athletics by providing them with coaches and a proper mentoring. The Literary Advertising and Debating Society (LADS) and Fine Arts Association

organizes activities to showcase the creative side of students and help them in bettering their debating and creative skills. In these ways, the institute strives to encourage not just academic growth but self-growth. The college also organizes workshops on extracurricular activities to promote learning in their interest areas.

Students of NCC, NSS and Department of Lifelong learning and other extension units are given special training and guidance in their select fields and also help them in their overall development. Our NCC Unit has played a major role in moulding the student cadets in such a way that many of our cadets have been selected by the Indian Army. Various events are organized that focus on imbuing the skill of managerial ability.

The Career Guidance and Placement Cell regularly focus on professional and career counseling of the students through seminars and guidance lectures.

Students are motivated to engage in research by organizing conferences through the Student Research Cell. One of the Best Practices of the institution is an annual conference organized 'by the students for the students' with an objective of inculcating research initiative by learners and giving them an opportunity to grow in the field of academics.

**Buddy Learning:** The teaching faculty continuously encourages peer learning among students. This practice not only helps the slow learners to gain knowledge and understanding but also gives them an opportunity to practice with their peer groups. This results in the student's gaining confidence and bridges the gap between the slow and advanced learners.

**Parent Teachers' meetings:** The college conducts Parent Teachers' meetings at intervals which serves as an opportunity for parent and faculty to develop a healthy and strong relationship for the holistic development of a child. The attempt is to develop an integrated personality; it is only possible when student, parent and teacher work hard to weave a web of togetherness for providing quality education.

#### 4. Policy details

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Policy Approved by IQAC

IQAC Chairperson & Principal : Dr. Kiran Mane

(Name and signature )

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College Seal :



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