



KSIT
K.S. INSTITUTE OF TECHNOLOGY

Kammavari Sangham (R) 1952
K.S. GROUP OF INSTITUTIONS

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K.S. INSTITUTE OF TECHNOLOGY

Approved by AICTE, New Delhi; Affiliated to VTU, Belagavi, Karnataka; Accredited by NAAC

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Mentor-Mentee System Policy Document

The college life of students is changing very fast with pressures to achieve high scores in academics, secure jobs with respectable earnings, build their careers of their choice, and integrate learning of various skills with curriculum to ensure job security and to cope up with the information available on the social media. At the same time, with the fast advancement in international relations and developments in science & technology, higher education is becoming more and more complex and challenging. All of this creates a lot of anxiety and uncertainties among college students about their success during and post-college. It is a well-established fact that the turning point in the career of students is not the curriculum topics but the relationship with the mentors or gurus who may be their peers or teachers or other role models.

K S Institute of Technology admits students from all over India with diverse social, cultural and economic backgrounds. Hence, there is a need for continuous mentoring of students for academic, social, personal and career guidance. Looking at all these needs of students, the college instituted a Mentor-Mentee system where a group of students (Mentees) are assigned to a faculty (Mentor) from the same Department.

The Following policy has been adopted by the college for its mentorship program.

Mentor Mentee Mechanism

- Faculty members (Mentors) will be assigned a group of 15 to 25 students from the same Department.
- The mentee assigned to a mentor will continue with the same mentor till the end of the program of study.
- Every Year, First Year students will be added to the mentee list in place of outgoing students.

Responsibilities of Mentor

- Conduct at least one meeting in a month (preferably after every CIE and SEE Result).
- Assess mentee's background, knowledge, skill, motivation, experience, hobbies, etc.
- Help to improve upon communication skills and shed inhibitions.
- Counsel, guide and advice mentees to accomplish their goal in academic and career ambitions.

- Collectively help them to solve their concerns with appropriate support and referrals available.
- Encourage inquisitiveness and interest in academic, extracurricular and social endeavors.
- If any situation demands, contact parents/guardians to provide information about achievements as well as shortfalls of their ward's performance.
- Update mentees on various scholarships, fellowships, competitions, internships, research projects, job opportunities, etc.
- Develop a long term relationship and keep in contact to see the effects of mentoring and the progression of the mentees.
- Listen to the mentees, be flexible, be empathetic, be respectful and invest time and efforts
- Identify the learning abilities of their mentees and suggest necessary action programs to the Head of the Department, e.g. requirements of any skill development programs, career counseling sessions from professionals, preparation for various entrance examinations, etc.
- Reaching out to other colleagues to request to conduct special/remedial classes for slow learners in the group.

Responsibilities of Mentee

- Attend meetings regularly
- Be respectful towards everyone and the mentor
- Share details of her/his performances in academic, extra-curricular activities, etc with mentors
- Share his/her career plans and specific needs with mentor.
- Focus on the guidance or advice provided by the mentor.

Outcome of the Mentor-Mentee Program

- To empower students through imparting skills for self-awareness, self management, social awareness and relationship management.
- Identification of the learning abilities of the students and requirements of special needs.
- Identification of slow and advanced learners and take appropriate steps.
- Initiating new courses for career advancement of students based on student requirements.
- Modifications in the Teaching-learning pedagogies to enhance performance.



Secretary

SECRETARY

For KAMMAVARI SANGHAM



Principal

PRINCIPAL

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