

North Bengal St. Xavier's College

Mentor – Mentee Policy

MEANING OF MENTORING

Mentoring is a strategy to provide students with emotional and instrumental support needed to achieve learning goals.

Mentoring serves different purposes, especially based on the individual's age and needs. For example, most mentoring for middle and high school students focuses on developing knowledge, competencies, and confidence needed to successfully undertake their responsibilities. Mentoring thus involves the provision of social, emotional and career oriented support in a safe setting that results in positive academic and personal outcomes for students.

OBJECTIVES OF MENTORING POLICY

Student mentoring in North Bengal St. Xavier's College is defined as a one-to-one relationship between a student and the mentor that occurs over a prolonged period of time. The mentor provides consistent support, guidance and concrete help to a student to provide them with a positive role model.

Some students involved in the mentoring program may be going through a difficult and/or challenging situation, a period of life in which they need extra support, or they may simply need to have another significant adult present in their life.

The goal of student mentoring is to help all students involved in the mentoring program to gain the skills and confidence to be responsible for their own futures and develop to their full academic and personal potential. NBSXC will ensure that all learners receive the care, guidance and support necessary to maintain and extend their personal development and academic progress.

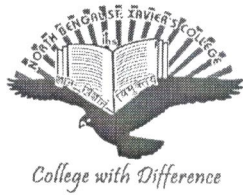
The purpose of this program is to identify intervening mechanisms to improve the performance of weak students. In this context few objectives come across to achieve desired result.

- i) To focus and motivate students to achieve learning goals and thereby improve their academic performance.
- ii) To generate interest in academics and other institutional activities amongst students.
- iii) To provide students with information on preparatory courses such as bridge courses, skill courses, etc.

Mentors are adept at recognizing the need of each Mentee which could be anything from motivation to set higher targets or the simple act of lending a caring ear. Quality mentoring enhances students' chances of success to a very great extent and hence the role of a Mentor can never be undermined.

Informal Mentoring-





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This refers to the organic and natural supportive relationships that are forged by students with more experienced individuals. This in a college setup would come to mean teachers and other members of the management. General guidance could entail helping the mentee develop a general sense of well being or forming meaningful connections. Informal Mentoring is common and may be short term or long term. In both cases they have been known to be beneficial to the Mentee.

Formal Mentoring-

This is a structured approach where mentoring activities are planned at regular intervals. These mentoring sessions include both one on one sessions as well as the Mentor working with his group of Mentees.

Some of the important features of Mentoring followed at North Bengal St .Xavier's College Rajganj are-

- 1 Being a positive role model to the Mentee.
- 2 Genuine concern for the wellbeing of the Mentee
- 3 Being accessible and making regular interactions.
- 4 Providing feedback
- 5 Help foster a sense of belonging both to the College as well as the department
- 6 Sharing personal stories which may help the Mentee learn valuable lessons.
- 7 Celebrating major and minor victories of Mentees.

Academic Mentoring-

This involves keeping a close watch over the academic progress of the Mentee in regard to internal assessment and semester exam results. Mentees showing progress are appreciated and encouraged to keep it up. They are made aware of their good study habits. Mentees slipping in their studies are asked to identify their faulty study patterns or distractions. They then are encouraged to replace those faulty academic practices with positive ones.

Mentees are encouraged to maintain study time tables and progress according to these study time tables are evaluated.

Tips and techniques for more effective learning is discussed by the Mentors eg-

- a) High intensity studying with no multitasking finds students accomplish more in less time making studying more effective.





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- b) Spacing out study sessions where the Mentee is advised to focus on a topic for a short span of time on different days.
- c) Encouraging Mentees to make questions for themselves as they learn new concepts.
- d) Taking complete notes and reviewing it.

Personal Mentoring

This involves keeping track of the overall development and growth of the Mentee. Mentees showing signs of not being their usual self is looked into by the Mentor. Their personal as well as peer related problems are addressed. Short discussions on developing positive attitudes, healthy social and interpersonal skills, healthy lifestyle is carried out. Topics related to healthy dating are also broached. Mentors encourage Mentees to express their feelings, thoughts and ideas on the topics and issues at hand.

Confidentiality and Role of the Mentor: All information shall be considered confidential unless otherwise indicated by the mentee.

Responsibilities of a Mentor:

- # Maintain Mentor-Mentee Booklet.
- # Maintain batch wise student roll call list
- # Keep contact details of students & parents
- # Record of previous semester result
- # Record of Mentor-Student meeting (Once in a month).
- # Provide information about students to each teacher whenever required.
- # Student counseling should be done whenever required.
- # Establish consistent communication with parents & help closely monitor the growth of student.
- # Send letters to parent for parents meet.

