

2.3.3 Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year).



MANIBEN NANAVATI WOMEN'S COLLEGE
Mentoring Guidelines 2019 Onwards

- Mentoring sessions for all classes to be held once a month (preferably during the second week) between August and March every year. The duration of the session on the stipulated day is for 40 minutes. The session must be conducted during the assigned time in allotted room by the IQAC.
- If required, the mentors may engage in extra sessions depending upon the need of the mentee(s).
- Teachers should do only academic mentoring which could cover some of the issues such as discussing attendance/ leave problems, internal assessment or semester final examination patterns, evaluation patterns, learning problems, performance in exams, guidance for add-on courses and others. However, they may not restrict themselves to only these issues.
- Teachers must document the work in the prescribed format and keep their files updated.
- The files are to be submitted for review to the Principal.

Roles and Responsibilities of a Mentor:

- To support their mentees by giving academic advice, sharing resources, and developing a caring attitude towards their success.
- To empower students by encouraging them to develop diverse skills and strategies necessary to succeed in their studies
- To develop collaborative study skills and discuss any issues that are sensitive and/or require confidentiality.
- To advise on balancing academic and professional responsibilities
- To enhance the students' confidence by setting higher goals, taking risks, and ultimately guiding them to achieve higher levels.

T. Sanganani

IQAC CO-ORDINATOR

R. P. Trivedi

PRINCIPAL

IQAC Coordinator

MANIBEN NANAVATI WOMEN'S COLLEGE
Vallabhkhai Road, Vile Parle (West),
MUMBAI - 400 056.



Dr. (Mrs). Rajshree P. Trivedi
Principal

Maniben Nanavati Women's College,
Vile Parle (West), Mumbai - 400 056.

Maniben Nanavati Women's College

Mentoring Time Table

Year -2021-22 (Online)

Class	B.Com
First Year	Ms. Susan Asokan (Roll No. 1 to 40) Regular Ms. Pranaya Revandkar (Roll No. 41 to 80) Regular Ms. Sharon Samuel (Roll No. 81 to 100) OMSP Ms. Vaishali Ranadive (Roll No. 101 to 129) TT
Second Year	Ms. Madhuri Aykar (Roll No. 1 to 53) Regular Ms. Sharon Samuel (Roll No. 54 to 79) OMSP Ms. Vaishali Ranadive (Roll No. 80 to 110) TT
Third Year	Ms. Jinarshee Doshi (Roll No. 1 to 60) Ms. Sharon Samuel (Roll No 61 to 87) OMSP Ms. Vaishali Ranadive (Roll No. 88 to 108) TT

Note :

- Mentoring to be done once a month for each class
- For 2021-22 mentoring will start from October 2021

R. Trivedi

Dr. (Mrs). Rajshree P. Trivedi
Principal

Maniben Nanavati Women's College,
Vile Pare (West), Mumbai - 400 056.



Maniben Nanavati Women's College

Mentoring Time Table

Year -2021-22 (Online)

Class	BA English	B A Gujarati
First Year	Dr. Rita Patil (Food and Nutrition) Ms. Shama Chuhan (Hindi Students) Dr. Swati Partani (Child Development)	Ms. Geeta Varun (26 to 39) Dr. Ravindra Katyayan (1 to 25)
Second Year	Dept.(DC English, Psychology, Sociology)	Dept. (Gujarati and Economics)
Third Year	Dept.(DC English, Psychology, Sociology)	Dept. (Gujarati and Economics)

Note :

- Mentoring to be done once a month for each class
- For 2021-22 mentoring will start from October 2021



Rajshree P. Trivedi

Dr. (Mrs). Rajshree P. Trivedi
Principal

Maniben Nanavati Women's College,
Vile Parle (West), Mumbai - 400 056.

MANIBEN NANAVATI WOMEN'S COLLEGE


Bachelor of Commerce with Accounting, Finance & Insurance

Year : 2021-22

Mentoring Time Table

Class	Roll No.	Teacher In charge	Mode
F.Y.B.com.(AFI)	1 - 45	Mr. Hardik Majithia	Online
S.Y.B.com.(AFI)	1 - 36	Ms. Vrinda Mathur	Online
T.Y.B.com.(AFI)	1 - 38	Ms. Jyotsana Raut	Online




Dr. (Mrs). Rajshree P. Trivedi
Principal
Maniben Nanavati Women's College,
Vile Parle (West), Mumbai - 400 056.

Maniben Nanavati Women's College
Department of Management Studies
Mentoring Timetable 2021-22

Sr. No.	Name	Class	Mode
1	Ms. Snehal Obhan	FYBMS	Online
2	Mr. Saurabh Kotal	TYBMS	Online
3	Ms. Ketki More	SYBMS	Online



A handwritten signature in blue ink, appearing to read "Rajshree P. Trivedi".

Dr. (Mrs.) Rajshree P. Trivedi
Principal

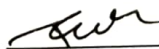
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Vile Parle (West), Mumbai - 400 056.

MANIBEN NANAVATI WOMEN'S COLLEGE

Mentoring Record Sheet

Year - 2021-22

Name of the Mentor	Dr. Anuja Deshpande			
Designation	Assistant Professor			
Department	Psychology			
Class	B.A III			
Month	DECEMBER (2021)			
Date	Name	Brief Summary of the Matters Discussed	Mode	Signature
21.12.2021	Jessica Andrews	Management of Exam Anxiety	Online	
21.12.2021	Bhoomi Bhateya	Management of Exam Anxiety	Online	
21.12.2021	Tanvi Bhavsar	Management of Exam Anxiety	Online	
21.12.2021	Nupur Hathi	Management of Exam Anxiety	Online	
21.12.2021	Kajal Jaiswal	Management of Exam Anxiety	Online	
21.12.2021	Stuti Jhaveri	Management of Exam Anxiety	Online	
21.12.2021	Madiha Karadia	Management of Exam Anxiety	Online	
21.12.2021	Tasmiya Kazi	Management of Exam Anxiety	Online	
21.12.2021	Aisha Khan	Management of Exam Anxiety	Online	
21.12.2021	Zainab Khan	Management of Exam Anxiety	Online	
21.12.2021	Sana Maknojiya	Management of Exam Anxiety	Online	
21.12.2021	Hurraien Memon	Management of Exam Anxiety	Online	
21.12.2021	Ayesha Mistry	Management of Exam Anxiety	Online	
21.12.2021	Shital Parekh	Management of Exam Anxiety	Online	
21.12.2021	Ariba Qureshi	Management of Exam Anxiety	Online	
21.12.2021	Dhruvi Shah	Management of Exam Anxiety	Online	
21.12.2021	Simran Kaur Siddhu	Management of Exam Anxiety	Online	
21.12.2021	Sapna Yadav	Management of Exam Anxiety	Online	
21.12.2021	Jashman Chandok	Management of Exam Anxiety	Online	
21.12.2021	Kashish Radiowala	Management of Exam Anxiety	Online	
21.12.2021	Qafiya Sayed	Management of Exam Anxiety	Online	
21.12.2021	Qariba Shaikh	Management of Exam Anxiety	Online	
21.12.2021	Prachi Ghiya	Management of Exam Anxiety	Online	
21.12.2021	Simran Gursahani	Management of Exam Anxiety	Online	
21.12.2021	Disha Salekar	Management of Exam Anxiety	Online	
21.12.2021	Kashish Shivdasani	Management of Exam Anxiety	Online	
21.12.2021	Kinjal Sompura	Management of Exam Anxiety	Online	

IQAC Coordinator : 

Signature of Mentor : 

Principal : 





MANIBEN NANAVATI WOMEN'S COLLEGE

Mentoring Record Sheet

Year - 2021-22

Name of the Mentor	Dr. Anuja Deshpande			
Designation	Assistant Professor			
Department	Psychology			
Class	B.A III			
Month	NOVEMBER (2021)			

Date	Name	Brief Summary of the Matters Discussed	Mode	Signature
22.11.2021	Jessica Andrews	Study Skills Training	Online	
22.11.2021	Nupur Hathi	Study Skills Training	Online	
22.11.2021	Kajal Jaiswal	Study Skills Training	Online	
22.11.2021	Stuti Jhaveri	Study Skills Training	Online	
22.11.2021	Madiha Karadia	Study Skills Training	Online	
22.11.2021	Tasmiya Kazi	Study Skills Training	Online	
22.11.2021	Hurraien Memon	Study Skills Training	Online	
22.11.2021	Ayesha Mistry	Study Skills Training	Online	
22.11.2021	Shital Parekh	Study Skills Training	Online	
22.11.2021	Ariba Qureshi	Study Skills Training	Online	
22.11.2021	Dhruvi Shah	Study Skills Training	Online	
22.11.2021	Simran Kaur Siddhu	Study Skills Training	Online	
22.11.2021	Sapna Yadav	Study Skills Training	Online	
22.11.2021	Jashman Chandok	Study Skills Training	Online	
22.11.2021	Qafiya Sayed	Study Skills Training	Online	
22.11.2021	Qariba Shaikh	Study Skills Training	Online	
22.11.2021	Saba Shaikh	Study Skills Training	Online	
22.11.2021	Prachi Ghiya	Study Skills Training	Online	
22.11.2021	Simran Gursahani	Study Skills Training	Online	
22.11.2021	Kashish Shivdasani	Study Skills Training	Online	
22.11.2021	Kinjal Sompura	Study Skills Training	Online	

IQAC Coordinator : _____

Signature of Mentor : _____

Principal : _____



MANIBEN NANAVATI WOMEN'S COLLEGE
Mentoring Record Sheet
Year - 2021-2022

Name of the Mentor	Mr. Hardik Majithia
Designation	Assistant Professor
Department	<u>B.com(AFI)</u>
Class	F.Y.BCom (AFI)
Month	December 2021

Date	Name	Brief Summary of the Matters Discussed	Mode	Sign
6th Dec	DARJI ANJALI NARENDRA	Guided her about how to present your self while doing classroom presentation	Online mode Google Meet	
6th Dec	KAVITHA MURUGAN	Guided her about how to present your self while doing classroom presentation	Online mode Google Meet	
6th Dec	MINSARIYA SUMAN SAYROZBHAI	Guided her about how to present your self while doing classroom presentation	Online mode Google Meet	
6th Dec	SHAIKH HAFSA ALI. MOHD	Guided her about how to present your self while doing classroom presentation	Online mode Google Meet	
6th Dec	VAVIYA PRITY RUPESH	Guided her about how to present your self while doing classroom presentation	Online mode Google Meet	
6th Dec	KHAN FAREEN AMJAD	Guided her about how to present your self while doing classroom presentation	Online mode Google Meet	

IQAC Coordinator : *[Signature]*

Signature of Mentor : *[Signature]*

Principal : _____


[Signature]

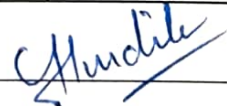


MANIBEN NANAVATI WOMEN'S COLLEGE
Mentoring Record Sheet
Year - 2021-2022

Name of the Mentor	Mr. Hardik Majithia
Designation	Assistant Professor
Department	<u>B.com(AFI)</u>
Class	F.Y.BCom (AFI)
Month	October 2021

Date	Name	Brief Summary of the Matters Discussed	Mode	Sign
5th Oct	CHAUDHARY SONALI VAGTARAM	Give some Basic Idea regarding how to start study by syllabus and containt	Online mode Google Meet	
5th Oct	DARJI ANJALI NARENDRA	Guided for SWAYAM courses	Online mode Google Meet	
5th Oct	FIDAI SHELVINA SALIM	Guided for SWAYAM courses	Online mode Google Meet	
5th Oct	JIWANI TANAZ SHERALI	Guided for SWAYAM courses	Online mode Google Meet	
5th Oct	KHAN SANA RIZWAN	Guided for SWAYAM courses	Online mode Google Meet	
5th Oct	MHATRE VAISHNAVI RAJESH	Guided for SWAYAM courses	Online mode Google Meet	
5th Oct	MANDAL BINAKUMARI AJAY	Guide her for how to start preparation for the Exam	Online mode Google Meet	

IQAC Coordinator : 

Signature of Mentor : 

Principal : _____



