



MANGALORE INSTITUTE OF TECHNOLOGY & ENGINEERING

(An ISO 9001:2015 Certified Institution)
(A Unit of Rajalaxmi Education Trust[®], Mangalore)

CENTRAL MENTORING - CUM - COUNSELING
COMMITTEE

REPORT FOR THE
ACADEMIC YEAR 2019-20



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CENTRAL MENTORING - CUM - COUNSELING COMMITTEE

FOR THE ACADEMIC YEAR 2019-20

The composition of the Central Mentoring- Cum - Counselling Committee for the academic year 2019-20 is as follows:

Sl No.	Name/Designation	Representation
1	Dr. G L Easwara Prasad, Principal	Chairperson
2	Dr. Lokesh M Professor, Dept. of ME (Student Welfare Officer)	Member
3	Mr. Shamith Rao, Physical Education Director	Member
4	Mr. Santhosh Kumar, Librarian	Member
5	Mr. Sathyanarayana, HoD, Dept. of Mechatronics (NSS officer)	Member
6	Dr. Asha Crasta, HoD, Dept. of Mathematics (Convener CICC)	Member
7	Dr. Suphala S Kotian, Professor, AJ Hospital and Research Centre, Mangaluru (Professional Counselor)	Member
8	Dr. Divakara Shetty S, Dean (Academics)	Convener



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Central Mentoring-cum-Counselling Committee

Report for the Academic Year 2019-20

The Central Mentoring-cum-Counselling Committee (CMCCC) was formed at MITE on December 28, 2019, in accordance with the VTU Circular Ref.No.:VTU/PS/2019-20/8247 dated December 26, 2019, to cater to the needs of the students through counseling/ mentoring, and aids in helping students achieve academic excellence. The CMCCC is responsible for overseeing the counseling/ mentoring process in the Institute and providing psychological & physical support to the students to face academic or personal challenges, and make their professional journey fruitful. Since its inception, MITE has a systematic counseling process that provides a conducive atmosphere where the students can interact with faculty members, discuss their issues and overcome them while developing self-awareness to build their career and maintain their physical and psychological well-being.

The Institute has designed a Student Performance Report (SPR) for each student which is a record of students' academic performance, attendance, achievements in curricular and co-curricular activities, challenges in academics, a record of the interaction of mentor with parents/ guardians, and is also a reference to the student's journey at the Institute. The committee reviewed the counseling report submitted by the mentors and the SPR and guided them to further strengthen the monitoring/ counseling process, helping the students to excel in their academics, and creating a congenial learning environment.

Further, the convener of the committee regularly monitored the academic performance and the attendance status of the slow learners and advised them for better involvement in Teaching-Learning process. The convener also advised the faculty members and the mentors to give special attention to them in the regular as well as in the tutorial classes to support slow learners and help them perform better. The advanced learners were motivated to use e-learning platforms such as NPTEL, Swayam, Coursera, Edx, etc., to study beyond the syllabus and are also encouraged to participate in the department association and club activities to enhance their team building and leadership skills. All these demonstrates that the CMCCC is actively involved in the mentoring and counseling of the students to build their future careers.

In the academic year 2019-20, a meeting was conducted on January 03, 2020.



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Proceedings of the Central Mentoring-cum-Counseling Committee Meeting held on 03/01/2020

1. Discussion on Mentoring Process in the Institute

The chairperson addressed the members about the mentoring and counseling process and how effectively it's implemented in the institute and advised them to join hands with the departments in further strengthening this process. The chairperson also addressed the roles and responsibilities of the members and was told to prioritize the students mentoring/ counseling in the institute & support them to the maximum extent possible for shaping their future life.

2. Monitoring the Student Performance Reports

The Chairperson advised the members to inform the heads of the departments to regularly check the SPR maintained by the class advisors/ mentors. Further, the Chairperson also advised the members to randomly check the SPR and advise mentors in case of any lapses are found in their counseling process. The members were also informed to counsel the students if the need arise.