



SHRI SHIVAJI EDUCATION SOCIETY AMRAVATI'S
DR PANJABRAO DESHMUKH COLLEGE OF LAW

120, Morshi Rd, Amravati, Mah. 444603 Ph. (Off.) 0721-266707

Affiliated to Sant Gadge Baba Amravati University

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Principal

Founder

President

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Shri. Harshwardhan P. Deshmukh

MENTOR-MENTEE POLICY

Preamble:

This Mentor-Mentee Policy (also known as SAARTHI) establishes guidelines and procedures for the mentor-mentee relationship between faculty members and students enrolled in law programs at Dr. Panjabrao Deshmukh College of Law, Amravati (the "College"). It aims to provide academic and personal support to students, promote their holistic development, and enhance their overall learning experience.

Short Title: This policy shall be called as Mentor-Mentee Policy

Extent: This policy applies to all students enrolled in the College's law programs, irrespective of their year of study and all the faculty members of the College.

Objective: The objective of this policy is to ensure a transparent, fair, and objective mentor-mentee program that fosters academic and personal growth, provides guidance and support, and enhances the overall learning experience for students.

Definitions:

College: Refers to Dr. Panjabrao Deshmukh College of Law, Amravati.

Student: Student refers to every individual enrolled in any of the programs offered by the College.

Faculty: Includes and refers to the regular full time teaching staff of the College.

Mentor: Refers to the faculty member/Senior Student assigned to provide guidance and support to a student throughout their academic journey.

Mentee: Refers to the student who receives guidance and support from a mentor.

Mentor-Mentee Relationship: Refers to the professional and supportive association between a mentor and a mentee, focused on academic and personal development of the mentee.

Mentor-Mentee Assignment:

1. Each student shall be assigned a mentor at the beginning of the academic session.



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2. The mentor shall be a faculty member/senior student with expertise and shall be assigned based on the student's preferences, academic performance, and other relevant factors.
3. The mentor-mentee assignment shall be communicated to the student and the mentor.
4. The mentor-mentee assignment shall be reviewed and updated periodically to ensure its effectiveness.

Mentoring Functions:

1. The mentor shall perform the following mentoring functions:

1.1 Academic Guidance: Provide guidance on course selection, assignment preparation, and examination preparation.

1.2 Personal Support: Offer counseling, guidance on career development, and general support on non-academic matters.

1.3 Progress Monitoring: Monitor the academic progress of the student and suggest areas for improvement.

1.4 Feedback: Provide regular feedback to the student on their academic and personal progress.

Mentoring Responsibilities:

1. The mentor shall ensure that the mentor-mentee relationship is maintained in a professional, ethical, and respectful manner.
2. The mentor shall ensure the confidentiality of the student's academic and personal information.
3. The mentor shall maintain regular communication with the student and respond to their queries in a timely manner.
4. The mentor shall attend mentoring training programs conducted by the College and comply with the mentoring guidelines and policies.

Mentee Responsibilities:

1. The mentee shall maintain regular communication with the mentor and seek their guidance and support as required.
2. The mentee shall attend mentoring sessions conducted by the mentor and comply with the mentoring guidelines and policies.
3. The mentee shall maintain the confidentiality of the mentor-mentee relationship and not disclose any confidential information to unauthorized persons.



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4. The mentee shall provide regular feedback to the mentor on the effectiveness of the mentor-mentee relationship.

Grievance Redressal:

In case of any grievance related to the mentor-mentee relationship, the student may approach the Head of the Department or the Principal of the College for resolution.




Principal
Dr. Panjabrao Deshmukh
College of Law, Amravati

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