



Thakur Educational Trust's (Regd.)

THAKUR COLLEGE OF SCIENCE & COMMERCE



Autonomous College Permanently Affiliated to University of Mumbai
(NAAC Accredited with Grade 'A' [3rd Cycle] & ISO 9001:2015 Certified)

Best College Award by University of Mumbai for Year 2018-2019

TCSC Mentoring System

A process has been established as 'Mentoring System', whereby each faculty member will be the mentor of a group of 60 / 120 students. There will be different departmental faculties as the mentors for the learners for different classes.

Responsibilities

The mentor is expected to perform the following functions, whereby it is not inclusive. A mentor can always do more activities for the benefit of the students.

- Meet the allotted group of students frequently
- Continuously monitor, counsel, guide, and motivate the students regarding all the academic matters.
- Advise students regarding choice of electives, projects, summer training, internships etc.
- Contact the parents / guardians if the situation demands e.g. academic irregularities, negative behavioral changes, and interpersonal relations, detrimental activities, etc.
- Advise students in their career development / professional guidance.
- Maintain contact with the students even after their graduation as the prestigious alumni.
- Intimate Head / Coordinator and suggest if any administrative action is to be called for.
- Maintain detailed progressive records of the student.

The Implementation Procedure of the Scheme:

- A Mentor - Mentee Scheme comprises the chief coordinator and coordinators.
- Students are divided into groups of 60 / 120 students, in each group.
- Each group is allotted a Guardian- Tutor.
- A format is issued to all Guardian-Tutor in which all relevant information of each student is entered.
- Mentor Meet is to be held on monthly basis.
- A list is prepared with group number, name of the mentor, name of allotted students, their classes, and the venue where they will assemble for Mentor Meet.

- The Mentor Teacher is free to organize any activity like debate, general discussion, cultural activity, etc. so that students may feel free with their Mentor Teachers to develop rapport.
- After Mentor Meet, the Mentor Teacher has to submit its report to the Heads / Coordinator.
- A feedback form on infrastructural facilities, departmental activities, library, and the teaching methods of teachers is given to students randomly.
- The feedback form is collected and analyzed by coordinators.
- The summary of feedback analysis is submitted to the Principal and the Management for appropriate decisions.
- The decision is communicated to the students.

The Head / Coordinator will:

- Meet all mentors of his / her department at least once a month to review the proper implementation of the system
- Advise mentors wherever necessary regarding curricular, Co – Curricular, Extra – Curricular and Extra – Mural activities.
- Initiate administrative action for the student when necessary.
- Keep the Principal of the College informed.

The Institute emphasizes upon enhancement of the institutional ambience for better services for the ever-changing and dynamic learning community. Effective mentoring begins with the faculty and depends on the healthy relationship between the faculty and students.

The Mentor Teacher is going perform the following functions:

- To maintain personal details of the students including their address, contact numbers, overall academic performance and progress. It will help the mentor in monitoring the academic growth of the students.
- To advise the students regarding choice of electives, projects, summer training, etc.
- To counsel and motivate the students in all academic matters-direct or indirect.
- To guide the students in taking up extra academic and professional activities for value addition as a member of the society.
- To contact the parents / guardians of the students in case of their academic irregularities, behavioral changes, etc., through the Head of the Department or Institute.
- To advise the students in matters of their career.

Type of Mentoring to be done

- Professional Guidance – regarding professional goals, selection of career, higher education.

- Career Advancement – regarding self-employment opportunities, entrepreneurship development, morale, honesty and integrity required for career growth.
- Course work specific – regarding attendance and performance.
- Lab specific – regarding Do's and Don'ts in the lab.

Slow Learners Policy

- To arrange and conduct Remedial Courses
- To maintain absentee reports with the reasons
- To keep records of students involved in sports activities
- To help slow learners to improve subject knowledge with the result of catching up with their peers.
- Group formation of slow learners and conducting activities under the monitoring by advanced learners
- Bridge Course for first year students
- Personal Counseling
- Orientation and Induction Programme at College and departmental level for the freshers
- Provision of simple and easy notes and course material / e content
- To provide need based facilities in departments, library and College for the slow learners
- Teacher Guardian Schemes / Mentor Mentee
- Arrangement of Guest lectures

Advanced Learners Policy

- Support system for advanced learners
- Encouragement to identify and utilize the web learning resources
- Motivation to participate in interactive activities like debates, group discussion on and out of the syllabi contents and participation in various cultural, extra-curricular and research competitions in and out of the college
- To provide need based facility in departments and library to advanced learners.
- Personal Counseling as and when the students turn up for the guidance
- Students encouraged contributing the creative potential by writing essays, articles and poetry in the College Magazine
- Arrangement of Guest lectures
- Meritorious students are felicitated every year with cash prizes and certificate at the hands of distinguished persons in Academic Excellence Award
- Students enrolled into SWAYAM Courses

- Students are engaged in ICT enabled teaching learning and LMS with considerable responses.

Slow and Advanced Learners & Remedial Studies

There is a diversity of learners in the classroom with respect to their learning abilities. To ensure that all the learners are given optimum environment for learning and growth, it is essential to identify and categorize learners as slow and advanced learners. The basis for identification is the preceding exam results and grades. Those with O, A and A+ are identified as advanced learners, while those with D, E and F grades are identified as slow learners.

Once identified, extra sessions are conducted for both the advanced and slow learners. The objective of these extra sessions for slow learners is different from that of the advanced learners. The sessions for slow learners involve revision of difficult parts of the syllabus which they would have missed in the classroom. Doubt solving sessions and special tips to structure answers are also provided. Topics are revised for them, assignments are given to check concept clarity and support in terms of student mentor is also offered for project completion. The TCSC APP also facilitates uploading assignments, notes and shared e-content with them. Attendance for them is marked through the APP for concerned parents to track progress.

On the other hand, Advanced learner sessions are taken to further improve their performance in exams by solving university papers and refining their answers to make them more ideal. In addition, advanced learners are encouraged to take up research projects. They are provided guidelines for research conventions such as Avishkar to streamline their participation in such co-curricular activities. They are also encouraged to take up online courses from SWAYAM and NPTEL which will give them an extra edge over other students.

15:29



← Mathematical and Statistical...

Lecture_3

4:00 pm

5:00 pm

Measures of Dispersion: Skewness and Kurtosis

Homework

Lec Type: Advance Learner

Sample for Slow and Advanced Learners attendance marking on TCSC APP

15:14

4G+ 34

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Mathamatical and Statistical...

Lecture_1

5:00 pm

6:00 pm

Measures of Dispersion: Standard Deviation

Homework

Lec Type:

Slow Learner



Chakraborty

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