



*SRI SARADA COLLEGE OF EDUCATION  
(AUTONOMOUS), SALEM - 16*

*Criteria - II : Teaching Learning and Evaluation*

*KEY INDICATOR : 2.2 HONOURING STUDENT DIVERSITY*

*Metric No : 2.2.2. Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution*

*2.2.2 (E) Any other relevant information*

*Circular, Minutes & ATR of Tutor - Ward System  
2018 -2019*

**Sri Sarada College of Education (Autonomous), Salem – 636 016**

Re-Accredited with 'A' Grade by NAAC (III Cycle)  
Affiliated to Tamil Nadu Teachers Education University, Chennai

CIRCULAR DATED 24.07.2018

There will be a meeting of mentors on 30.07.2018 at 11 am in the principal's chamber. Mentors are informed regarding the same.

Chairperson - Dr. S. Santhi  
Principal.

Mentors

Dr. R. Selvamathi Suresha R. Suresha  
Asst Prof. of Biological Science

Dr. V. Priya V. Priya  
Asst Prof of Physical Science.

Dr. K. P. Shanmug. Vadim. K. P. Shanmug  
Asst Prof of Education.

Dr. K. Kamala Devi K. Kamala Devi  
Asst Prof of English.

Dr. V. Anubeli V. Anubeli  
Assistant Prof of Education.

Dr. D. Karitha D. Karitha  
Assistant Prof of Tamil.

Dr. S. Velvizhi S. Velvizhi  
Director of Physical Education.

Mrs. R. Saranwathy R. Saranwathy  
Asst. Prof. of Mathematics.

## Minutes of the Meeting.

The meeting of the mentors was held on 30.07.18 at 3 pm in the Principal's chamber. The meeting started with silent prayer and the Principal welcomed all.

### Agenda

- (1) Allotment of mentees to mentors
- (2) Discussion on Group project.
- (3) Any other.

#### Item No 1:

This item was proposed by Dr. S. Selvamathi Sugiatha and seconded by Dr. V. Priya. The Principal announced the list of mentees allotted for the mentors.

#### Item No 2:

This item was proposed by Dr. K. P. Shreeya Vadim and seconded by Dr. K. Kamala Devi.

The staff members discussed their group projects' titles and finalised the same.

#### Any other:

The mentors identified possible mentor-mentee session and discussed the particulars of them.



## Members present.

1. Dr. S. Santhi S. Santhi  
Principal
2. Dr. P. Selvamathi Srinivasan P. Srinivasan
3. Dr. V. Pragasam V. Pragasam
4. Dr. K. P. Shanmuga Vadivu K. P. Shanmuga Vadivu
5. Dr. K. Kamala Devi K. Kamala Devi
6. Dr. K. Anilachi Anilachi
7. Dr. D. Kantho Kantho
8. Dr. S. Velischi S. Velischi
9. Mrs. R. Saraswathy R. Saraswathy

## ACTION TAKEN REPORT

To cope up with stress and anxiety of mentees stress management resources and plans were adopted and connect them with a Counselor on Campus.

S. Santhi

PRINCIPAL

Sri Sarada College of Education

(Autonomous)

SALEM-636 016

Circular Dated 3.4.2019.

There will be a meeting of mentors on 11.4.2019 at 10 am in the Principal's Chamber. Mentors are informed regarding the same.

Chairperson - Dr. S. Santhi  
Principal.

### Mentors

Dr. R. Selvamathi Sugirtha R. S. ———  
Asst. Prof of Biological Science.

Dr. V. Priya Absent  
Asst. Prof of Physical Science.

Dr. K. P. Shanmuga Vadivu Dr. P. Rajal  
Asst. Prof. of Education.

Dr. K. Kamala Devi U. U. ———  
Asst. Prof. of English.

Dr. V. Prulselvi A. ———  
Asst. Prof. of Education.

Dr. D. Karitha S. ———  
Asst. Prof of Tamil.

Dr. S. Velvizhi S. ———  
Director of Physical Education.

Mrs. R. Sureswathy Absent  
Asst. Prof. of Mathematics.

## Minutes of the Meeting.

The meeting of the mentors was held on 11.4.2019 at 10 am in the Principal's chamber. The meeting started with the silent prayer.

### Agenda:

- (1) Silent Prayer.
- (2) Discussion on progression of Group project.
- (3) Discussion on mentees' performance and their problems.
- (4) Any other.

### Item No. 1

The first item 'Discussion on progression of Group project' was proposed by Dr. V. Raju and seconded by Dr. K. Kamala Devi.

The mentors discussed about the present stage of group project and ways and means to make all the students to involve in the group project.

### Item No. 2.

The second item on mentees' performance and their problems was proposed by Dr. R. Selamati Srinathe and seconded by Dr. S. Velizh.

The mentors reported the responses and involvement of their students in all the activities and discussed the strategies to improve the performance level of students.

### Any other:

The mentors planned for the next



meeting and the agenda to be discussed.

### Members Present

1. Dr. S. Santhi Principal S. S. Santhi
2. Dr. P. Selvamathi Sengupta. R. S. Selvamathi
3. Dr. V. Priya V. Priya
4. Dr. K. P. Shanmugam Vaidin. K. P. Shanmugam
5. Dr. K. Kamala Devi K. Kamala Devi
6. Dr. V. Arundelini Arundelini
7. Dr. D. Karitha D. Karitha
8. Dr. S. Velizhi S. Velizhi
9. Mrs. R. Saraswathy R. Saraswathy

### ACTION TAKEN REPORT

The role and responsibilities of the members of the tutorial group were informed at the beginning itself to avoid the redundancy of the work done.

S. S. Santhi

PRINCIPAL

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