

SRI SARADA COLLEGE OF EDUCATION (AUTONOMOUS), SALEM-16
REACCREDITED BY NAAC WITH “A” GRADE (III Cycle)



MENTOR -MENTEE MEETING MINUTES

Copy of Mentor Mentee Minutes


3

CIRCULAR dated 03.08.2017


There will be a meeting of mentors on 08.08.2017 at 11am in the Principal's chamber regarding the allotment of students under mentor-mentees system. Members are informed regarding the same.

Chairperson - Dr. C. Tanakawalli
Principal,

Co-chairperson - Dr. S. Santhi, Asst. Prof. of History - Absent

Mentors - Dr. R. Selwamathi Sugirtha, R. S. 
Asst. Prof. of Bio. Sci.

Dr. V. Priya, — V. Priya
Asst. Prof. of Phy. Sci.

Dr. KP. Shanmuga Vadivu, K.P. 
Asst. Prof. of Education.

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

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

Mrs. R. Saraswathy, R. Saraswathy
Asst. Prof. of Mathematics.

Minutes of the Meeting

08.08.2017

11 am.

The meeting of the mentors was held on 8th August, 2017 in the Principal's chamber. The principal welcomed all. The agenda of the meeting is as follows.

Agenda

1. Allotment of mentees to mentors.
2. Any other.

Item No. 1 :

This item was proposed by Dr. S. Santhi and seconded by Dr. R. Selvamathi Sugirtha.

The principal announced the list of mentees allotted for the mentors.

Any other.

The mentors identified possible mentor-mentees meeting sessions and discussed the particulars of them.

Members present.

1. Dr. C. Janakavalli, Principal
2. Dr. S. Santhi S. S. Santhi
3. Dr. R. Selvamathi Sugirtha Absent
4. Dr. V. Priya V. Priya
5. Dr. K.P. Shanmuga Vadivu K. P. Shanmuga Vadivu
6. Dr. K. Kamala Devi K. Kamala Devi
7. Dr. S. Velvizhi. S. Velvizhi
8. Mrs. R. Saraswathy R. Saraswathy

S. Santhi

PRINCIPAL

Minutes of the Meeting.

03.01.2018

The meeting of the mentors was held on 3.1.2018 at 3 pm in the principal's chamber. After the silent prayer, the principal welcomed all.

Item No. 1

The first item 'Discussion on challenges and progress of mentees' was proposed by Dr. V. Priya and seconded by Dr. K.P. Shanmuga Vadivu.

The mentors discussed the performance of students in their tutorial groups. Both academic and personal problems of the students were brought to the notice of the principal, for which she suggested appropriate suggestions.

Item No. 2

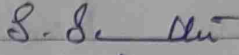

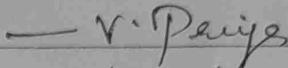

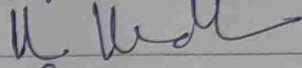
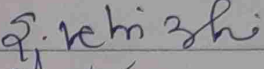
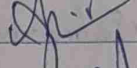
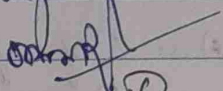
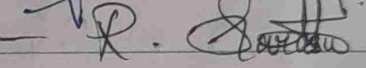
The second item 'Allocation of mentees to the newly recruited faculty members' was proposed by Dr. K. Kamala Devi and seconded by Dr. S. Velvizhi.

The students were re-allotted to the mentors, as the new faculty members Dr. V. Anulselvi and Dr. D. Kavitha had been joined the service.

Any other

The mentors identified possible mentor-mentees meeting sessions and discussed the particulars of them.

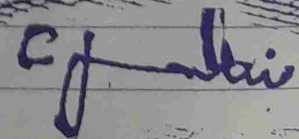
Members present

1. Dr. C. Janakavalli
2. Dr. S. Santhi 
3. Dr. R. Schwamathi Sugirtha 
4. Dr. V. Priya 
5. Dr. KP. Shanmuga Vadivu 
6. Dr. K. Kamala Devi 
7. Dr. S. Velvizhi 
8. Dr. V. Anulselvi 
9. Dr. D. Kavitha 
10. Mrs. R. Saraswathy. 

Action Taken Report.

Without affecting the regular academic sessions, mentor-mentees meetings were conducted 15 minutes before the commencement of the afternoon classes.

During the common meetings between mentors and mentees, the mentees whose mentors were absent were grouped with other mentors.



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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 Kanthishri
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

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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. Arulselvi V. Arulselvi
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

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Circular Dated 26.08.2019

There will be a meeting of mentors on 28.08.2019 at 10 am in the Principal's Chamber. Mentors are informed regarding the same.

Chairperson - Dr. S. Santli
Principal.

S. Santli

Mentors :

1. Dr. R. Selvamathi Sugietha R. S. Sugietha
Asst. Prof. of Biological Science.
2. Dr. V. Priya V. Priya
Asst. Prof. of Physical Science
3. Dr. K.P. Shanmuga Vadivu K. P. Shanmuga Vadivu
Asst. Prof. of Education
4. Dr. K. Kamala Devi K. Kamala Devi
Asst. Prof. of English
5. Dr. V. Arubelini V. Arubelini
Asst. Prof. of Education
6. Dr. D. Kavitha D. Kavitha
Asst. Prof. of Tamil
7. Dr. S. Velvizhi S. Velvizhi
Director of Physical Education
8. Mrs. R. Saraswathy R. Saraswathy
Asst. Prof. of Mathematics

Minutes of the Meeting.

The meeting of the mentor was held on 28.08.2019 at 10 am in the Principal's chamber. The meeting started with silent prayer.

Agenda :

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

Item No. : 1

This item was proposed by Dr. R. Selvamathi Srinidhi and seconded by Dr. V. Poonya.

The Principal announced the list of mentees allotted for the mentors.

Item No : 2

This item was proposed by Dr. K. P. Shanmuga Vadivu and seconded by Dr. K. Kamala Devi.

The staff members discussed their group project - titles and finalised the same.

Any other :


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

Members present :

1. Dr. S. Santhi - Principal S. Santhi
2. Dr. R. Selvamathi Sengultha R. Sengultha
3. Dr. V. Priya V. Priya
4. Dr. K. P. Shanmuga Vadivu K. P. Shanmuga Vadivu
5. Dr. K. Kamala Devi K. Kamala Devi
6. Dr. V. Amalbelvi V. Amalbelvi
7. Dr. D. Kavitha D. Kavitha
8. Dr. S. Velvizhi S. Velvizhi
9. Mrs. R. Saraswathy R. Saraswathy

Action Taken Report

1. To respond to the queries and issues of mentees individually, the mentors allowed their concerned mentees to contact them over phone.
2. As per the request of the students, the mentors suggested the library committee to purchase subjects related reference books in Tamil.

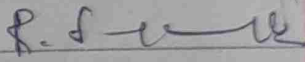
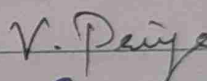

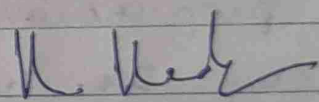
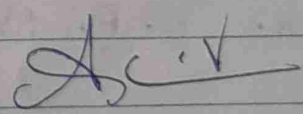
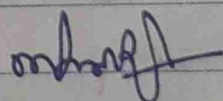
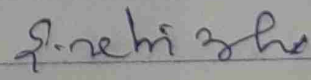

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Circular dated 10.03.2020

There will be a meeting of mentors on 12.03.2020 at 10 am in the Principal's Chamber. Mentors are informed regarding the same.

Chairperson - Dr. S. Santhi
Principal

Mentors :

1. Dr. R. Selvamathi Sugietha 
Asst. Prof. of Biological Science
2. Dr. V. Priya 
Asst. Prof. of Physical Science
3. Dr. K. P. Shanmugavadivu 
Asst. Prof. of Education
4. Dr. K. Kamala Devi 
Asst. Prof. of English
5. Dr. V. Anubalvi 
Asst. Prof. of Education
6. Dr. D. Kavitha 
Asst. Prof. of Tamil
7. Dr. S. Velvizhi 
Director of Physical Education
8. Dr. R. Sanaswalthy Absent
Asst. Prof. of Mathematics.

Minutes of the Meeting.

The meeting of the mentors was held on 13.03.2020 at 10 am in the Principal's Chamber. The meeting started with silent prayer.

Agenda :

1. Silent prayer
2. Discussion on progression of Group project.
3. Discussion on mentee's academic programme
4. Discussion on mentee's challenges and problems
5. Any other.

Item No : 1

The first item 'Discussion on progression of group project' was proposed by Dr. V. Priya and seconded by Dr. K. P. Shanmuga Vadivu.

The mentors shared their current stage of group project and strategies to involve all the mentees in the group project were discussed.

Item No : 2

The second item was on mentees' academic progression which was proposed by Dr. R. Selvamathi Sugirtha and seconded by Dr. K. P. Shanmuga Vadivu.

The mentors reported the academic progression of their mentees and techniques to enhance the mentees who are having low academic - progression are discussed.

Item No : 3

The third item was on challenge of mentees, which was proposed by Dr. K. P. Shanmuga Vadivu and seconded by Dr. V. Amulselvi.

The mentors reported the challenges faced by the mentees in their group and related suggestions were given by the mentors.

Any other :

The mentors planned for the next meeting and the agenda to be discussed.

Members present :

1. Dr. S. Sambhi - Principal S. Sambhi
2. Dr. R. Selvamathi Sugirtha R. Sugirtha
3. Dr. V. Priya V. Priya
4. Dr. K. P. Shanmuga Vadivu K. P. Shanmuga Vadivu
5. Dr. K. Kamala Devi K. Kamala Devi
6. Dr. V. Amulselvi V. Amulselvi
7. Dr. D. Kavitha D. Kavitha
8. Dr. S. Velvizhi S. Velvizhi
9. Dr. R. Saraswathy R. Saraswathy

Action Taken Report

To cope up with the difficult learning concepts of core courses, peer tutoring was encouraged during library hours and in the lunch break session.

S. Sambhi
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Circular dated on 10.3.2021

There will be a meeting of members on 15.3.2021 at 10 am in the Principal's Chamber. Mentors are informed regarding the same

Chairperson - Dr. S. Santhi
Principal

Mentors :

1. Dr. R. Selvamathi Sujitha R. S. ———
Asst Prof. of Biological Science
2. Dr. V. Priya V. Priya
Asst Prof. of Physical science
3. Dr. K.P. Shanmugavadivu K. P. ———
Asst. Prof. of Education
4. Dr. K. Kamala Devi K. Kamala Devi
Asst. Prof. of English
5. Dr. V. Arulselvi Absent
Asst. Prof of Education
6. Dr. D. Kavitha D. Kavitha
Asst. Prof. of Tamil
7. Dr. S. Velvizhi S. Velvizhi
Director of Physical Education
8. Dr. R. Saraswathy R. Saraswathy
Asst. Prof. of Mathematics

Minutes of the Meeting

The meeting of the mentors was held on 15.3.2021 at 10 am in the Principal's chamber. The meeting started with the silent prayer.

Agenda

1. Allotment of mentees to mentors
2. Discussion on group project
3. Any other.

Item No: 1

This item was proposed by Dr. V. Amuselvi and seconded by Dr. D. Kavitha. The Principal announced the list of members allotted for the mentor.

Item No: 2

This item was proposed by Dr. K. Kamala Devi and seconded by Dr. V. Amuselvi. The title of the group project and according to the suggestions of other mentors, everybody finalised their title.

Any other:

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

Members Present

1. Dr. S. Santhi - Principal S. Santhi
2. Dr. R. Selvamattel Sugistha R. Sugistha
3. Dr. V. Priya V. Priya
4. Dr. K. P. Shanmugavadivu K. P. Shanmugavadivu
5. Dr. K. Kamala Devi K. Kamala Devi

6. D. Kavittha Absent
7. Dr. V. Anuselvi
8. Dr. S. Kelvizhi S. Kelvizhi
9. Dr. R. Saraswathy R. Saraswathy

Action Taken Report

1. Students were encouraged to work collaboratively to prepare e-content either for school subjects or for their pedagogy subjects.

S. Senthil

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There will be a meeting of mentors on 16.08.2021 at 10 am in the Principal's chamber. Mentors are informed regarding the same.

Chairperson - Dr. S. Sarathi
Principal.

Mentors :

1. Dr. R. Selvamathi Sugirtha
Asst. Prof. of Biological Science
R. J. — — — — —
2. Dr. V. Priya
Asst. Prof. of Physical Science
V. Priya
3. Dr. K. P. Shanmugavadin
Asst. Prof. of Education
K. P. Shanmugavadin
4. Dr. K. Kamala Devi
Asst. Prof. of English
K. Kamala Devi
5. Dr. V. Arulselvi
Asst. Prof. of Education
Arulselvi
6. Dr. D. Karitha
Asst. Prof. of Tamil
D. Karitha
7. Dr. S. Velvizhi
Director of Physical Education
S. Velvizhi
8. Dr. R. Saraswathy
Asst. Prof. of Mathematics
R. Saraswathy

Minutes of the meeting.

The meeting of the mentors was held on 16.08.2021 at 10 am in the Principal's Chamber. The meeting started with the silent prayer.

Agenda :

1. Silent prayer
2. Discussion on mentee's academic progression
3. Discussion on status of group project
4. Discussion on mentee's challenges and problems in learning.
5. Any other.

Item No. 1:

The first item 'Discussion on mentee's academic progress' was proposed by Dr. D. Kamitha seconded by Dr. S. Velvizhi.

The mentor expressed the academic progression of mentees and remedial measures to be taken to identify the learning needs of students with low academic performance are discussed.

Item No. 2

The second item 'Discussion on status of group project' was proposed by Dr. D. Kamitha and seconded by Dr. V. Anubolu.

The mentors reported the current status of their group project and the modifications to be done are discussed.

Item No: 8

The third item Discussion on mentees' challenges and problem in learning was proposed by Dr. K. P. Shanmuga vadivu and seconded by Dr. K. Kamala Devi.

All the mentors shared the problems and challenges faced by their mentees in their group and the suitable suggestion were given to overcome it.

Any other :

The mentors planned for the next meeting and the agenda to be discussed.

Members present :

1. Dr. S. Santhi - Principal P. S. Santhi
2. Dr. R. Selvamathi Sugirtha - Absent
3. Dr. V. Priya - Absent
4. Dr. K. P. Shanmuga vadivu K. P. Shanmuga vadivu
5. Dr. K. Kamala Devi K. Kamala Devi
6. Dr. V. Anushevi A. Anushevi
7. Dr. D. Kamitha D. Kamitha
8. Dr. S. Velvizhi S. Velvizhi
9. Dr. R. Saraswathy R. Saraswathy

Action Taken Report

Students were motivated to refer Inplibnet sources and other Open Educational Resources to bridge the gap caused by Covid-19 pandemic.

S. S. Santhi
PRINCIPAL
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Circular dated 26.11.21.

There will be a meeting of mentors on 29.11.21 at 10 am in the Principal's Chamber. Mentors are informed regarding the same.

Chairperson - Dr. S. Sankar
Principal

Mentors:

1. Dr. R. Selvamathi Sugietha R.S. ✓
Asst. Prof. of Biological Science
2. Dr. V. Priya V. Priya
Asst. Prof. of Physical Science
3. Dr. K. P. Shammugavadivu K.P. ✓
Asst. Prof. of Education.
4. Dr. K. Kamala Devi K.K.D. ✓
Asst. Prof. of English
5. Dr. V. Anuselvi V.A. ✓
Asst. Prof. of Education
6. Dr. D. Kavitha D.K. ✓
Asst. Prof. of Tamil
7. Dr. S. Velischi S.V. ✓
Director of Physical Education
8. Dr. R. Saraswathy R.S. Absent
Asst. Prof. of Mathematics.

Minutes of the meeting.

The meeting of the mentor was held on 29.11.21 at 10 am in the Principal's chamber. The meeting started with silent prayer.

Agenda :

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

Item No : 1

This item was proposed by Dr. V. Arulselvi and seconded by Dr. D. Kamitha.

The Principal announced the list of mentees allotted for the mentors.

Item no : 2

This item was proposed by Dr. V. Priya and seconded by Dr. K. Kamala Devi.

The staff members discussed about the title of the project to be done for the present academic year was discussed.

Any other :

The strategies to identify the learning needs of the students were discussed.

Members present :

1. Dr. S. Sankar - Principal S. Sankar
2. Dr. R. Selvamathi Sugantha R. Selvamathi
3. Dr. V. Priya Absent
4. Dr. K. P. Shanmuga Vadivu K. P. Shanmuga
5. Dr. K. Kamala Devi K. Kamala Devi
6. Dr. V. Anushree Anushree
7. Dr. D. Kamalitha Kamalitha
8. Dr. S. Velvizhi S. Velvizhi
9. Dr. R. Saraswathy Absent

Action Taken Report.

1. Student teachers have been given permission to use mobile phones and laptops for personalised learning.

2. Student teachers were frequently given guidance and counselling regarding personal hygiene and social distancing as a precautionary practices in the face of Corona.

S. Sankar

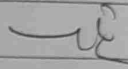

PRINCIPAL
Sri Sarada College of Education
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SALEM-636 616

Circular dated on 22.7.2022

There will be meeting of mentors on 12.8.22 at 10 am in the Principal's chamber. Mentors are informed regarding the same

Chairperson - Dr. S. Santhi
Principal

Mentors :

1. Dr. R. Selvamathi Sugirtha R. S. — 
Asst. Prof. of Biological science
2. Dr. V. Priya V. Priya
Asst. Prof. of Physical science.
3. Dr. K. P. Shanmugavadivu K. P. — 
Asst. Prof. of Education
4. Dr. K. Kamala Devi K. Kamala Devi
Asst. Prof. of English
5. Dr. V. Anuselvi Anuselvi
Asst. Prof. of Education
6. Dr. D. Kavitha D. Kavitha
Asst. Prof. of Tamil Absent
7. Dr. S. Velvizhi S. Velvizhi
Director of Physical Education.
8. Dr. R. Parasurthy R. Parasurthy
Asst. Prof. of Mathematics

Minutes of the meeting.

The meeting of the mentors was held on 12-9-22 at 10 A.M in the Principals Chamber. The meeting started with the silent prayer.

Agenda:

- (1) silent Prayer.
- (2) Discussion on mentee's academic program
- (3) Discussion on progression of group project.
- (4) Discussion on mentee's challenges and problems
- (5) Anyother.

Item No: 1

The first item 'Discussion on mentees academic program' was proposed by Dr. Dr. S. Velvizhi

Academic progress of each student was shared by the mentors and remedial measures to be taken for the low achievers was discussed.

Item: 2

The second item term "Discussion on program of group project" was proposed by Dr. V. Anusreevi and seconded by Dr. D. Kavitha

The mentor reported the students of group project and the needed modifications are discussed.

Item: 3

The third item discussion mentees challenges problems was reported by Dr. K.P. Shanmuga Vadivu and seconded by R. Saraswathy

The problems and challenges faced by the mentees were discussed and the suggestions were given accordingly.

Any other learning enhancement strategies were discussed for the high achievement.

Members present :

1. Dr. S. Santhi - Principal S. Santhi
2. Dr. R. Selvamathi Sugirtha Absent
3. V. Padma Absent
4. Dr. K. P. Shanmuga Vadivu Absent
5. Dr. K. Kamala Devi K. Kamala Devi
6. Dr. V. Arulselvi Arulselvi
7. -Dr. D. Kavitha D. Kavitha
8. Dr. S. Velvizhi S. Velvizhi
9. Dr. R. Saraswathy R. Saraswathy

Action Taken Report.

1. It was decided to help a Student teacher financially from the fund of Alumni Association.
2. Group projects have to be completed well ahead of the practical examination.

S. Santhi

PRINCIPAL
Sri Sarada College of Education
(Autonomous)
SALEM-636 616

Circular dated 25.11.22.

There will be a meeting of mentors on 30.11.22 at 10 am in the Principal's Chambers. Mentors are informed the same.

Chair person - Dr. S. Sankari
Principal.

Mentors :

1. Dr. R. Selvamathi Sugiatha
Asst. Prof. of Biological Science. R. Sugiatha
2. Dr. V. Priya
Asst. Prof. of Physical Science. V. Priya
3. Dr. K. P. Shanmuga Vadivu
Asst. Prof. of Education. K. P. Shanmuga Vadivu
4. Dr. K. Kamala Devi
Asst. Prof. of English. K. Kamala Devi
5. Dr. V. Arumbevi
Asst. Prof. of Education. V. Arumbevi
6. Dr. D. Kaniktha
Asst. Prof. of Tamil. D. Kaniktha
7. Dr. S. Velvizhi
Director of physical Education. S. Velvizhi
8. Dr. R. Saraswathy
Asst. Prof. of Mathematics. R. Saraswathy
9. Dr. A. Balamallika Devi
Asst. Prof. of History. A. Balamallika Devi

Minutes of the meeting.

The meeting of the mentors was held on 30.11.22 at 10 am in the Principal's Chamber. The meeting started with the silent prayer.

Agenda :

1. Allotment of mentors to mentees
2. Discussion on group project
3. Any other.

Item no : 1

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

The Principal announced the list of members allotted for the mentors.

Item No : 2

This item was proposed by Dr. R. Selvamathi Sugirtha and seconded by Dr. V. Peiya.

The staff members discussed about the title of the group project to be done and the same was finalised according to the suggestions made.

Any other :

Mention planned for the learning enhancement strategies to be given.

Members present :

1. Dr. S. Sankhi - Principal S. S. Sankhi
2. Dr. R. Selvamathi Sugirtha R. S. S.
3. Dr. V. Priya V. Priya
4. Dr. K. P. Shanmuga vadivu K. P. Shanmuga vadivu
5. Dr. K. Kamala Devi K. Kamala Devi
6. Dr. V. Anubelvi Anubelvi
7. Dr. D. Kamitha D. Kamitha
8. Dr. S. Velvizhi S. Velvizhi
9. Dr. R. Saraswathy R. Saraswathy
10. Dr. A. Balamalika Devi A. Balamalika Devi

Action Taken Report.

It was appealed to the management to permit the hostel students for self-going to their houses (Earlier their parents must accompany them). It was also requested to allow the students to use mobile phones and laptops in the hostel.

S. S. Sankhi

PRINCIPAL
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SALEM-636 016

Circular dated 03.03.23.

There will be a meeting of mentors on 09.03.23 at 10 am in the Principal's chamber. Mentors are informed regarding the same.

Chairperson - Dr. S. Santhi
Principal.

Mentors :

1. Dr. R. Selvamathi Sugantha R. S. S. ✓
Asst. Prof. of Biological Science
2. Dr. V. Priya V. Priya
Asst. Prof. of Physical Science
3. Dr. K. P. Shanmuga Vadivu K. P. V. ✓
Asst. Prof. of Education
4. Dr. K. Kamala Devi K. K. ✓
Asst. Prof. of English
5. Dr. V. Anubhavi Anubhavi ✓
Asst. Prof. of Education
6. Dr. D. Karitha Karitha ✓
Asst. Prof. of Tamil
7. Dr. S. Velvizhi S. Velvizhi ✓
Director of Physical Education
8. Dr. R. Saraswathy R. Saraswathy ✓
Asst. Prof. of Mathematics.
9. Dr. A. Balamalika Devi A. Balalika ✓
Asst. Prof. of History.

Minutes of the meeting

The meeting of the mentors was held on 09.08.2023 at 10 am in the Principal's Chamber. The meeting started with the silent prayer.

Agenda :

1. Silent prayer
2. Discussion on mentees' academic progress
3. Discussion on status of group projects
4. Discussion on mentees' challenges and problems in learning.
5. Any other.

Item no : 1

The first item discussion on mentees' academic progress was proposed by Dr. V. Anubhai and seconded by

After the discussion on mentees' academic progress, remedial measures to be taken for the low achievers were discussed.

Item no : 2

The second item on status of group project was proposed by Dr. A. Balamajiga and seconded by Dr. D. Kamtha.

The mentors reported the current status of their group project and modifications to be done were discussed.

Item no: 3

The third item Discussion on mentees' Challenges was proposed by Dr. V. Priya and seconded by R. Selvamathi Sugirtha

The problem and challenges faced by the mentees were elaborated and steps to be taken to overcome the problem was discussed.

Any other:

The learning enhancement strategies for high achievers were discussed.

Members present:

1. Dr. S. Santhi - Principal S. Santhi
2. Dr. R. Selvamathi Sugirtha R. Selvamathi
3. Dr. V. Priya V. Priya
4. Dr. K. P. Shanmuga vadivu K. P. Shanmuga
5. Dr. K. Kamala Devi K. Kamala
6. Dr. V. Ambeshvi V. Ambeshvi
7. Dr. D. Karitha D. Karitha
8. Dr. S. Velvizhi S. Velvizhi
9. Dr. R. Saraswathy R. Saraswathy
10. Dr. A. Balamallika Devi A. Balamallika

Action Taken Report

The mentees were given special attention to develop their literacy skills (reading and writing). Students were also encouraged to pursue and successfully complete MOOCs offered in Swayam portals.

S. Santhi
PRINCIPAL
Sri Sarada College of Education
(Autonomous)