



Minutes of the Meeting with the Mentees

REF. NO.: (SIT/EE/ Mentor-Mentee /2021-2022/ PR-BM/11-01)

Meeting Date: 16.11.2022;

Meeting Time: 11.50 PM (2024 Batch);

1.50 PM (2023 Batch);

1.40 PM (2022 Batch);

Meeting Venue: Electrical Measurement Lab., Dept. of EE, SIT

Meeting Facilitator: Pralay Roy

Minutes Issued By: Pralay Roy

1. Meeting Purpose/Agendas: Determination of student Academic and Non-Academic gaps
 2. Enquiry on health-related issue of Mentees and his / her family member(s).
 3. No. of Academic / Extra Curricular activities attended and motivation to attend future events.
 4. Motivate the member for indulging in positive thought and attitude in their academic activities.
 5. Peer learning activity details (e.g. Club Activity, Skill Development, GDPI Session, Short Extempore)
 6. Participation in Extra-Curricular activities - Dance, Sing, Music, Poetry, Sports.
 7. Soft Skill details.
 8. MOOC'S attended details.
 9. Student Research Activity details if any with support provided
 10. Scholarship details
 11. Attendance details
 12. Misc.
- I. **Member Present:** Indrani Das, Pratham Thapa, Akash Das, Arico Dhar, Saroj Kumar Gouda, Shuvajit Sarkar, Sayan Bhowmick, Sayan Malakar, Sayon Kundu, Soumyajyoti Kar.
- II. **Member Absent:** Chhandalika Ghosh, Biplab Mandal, Anmol Bagdas, Sandipan Basu, Sayan Choudhury, Sayan Roy, Mujahid Alam.
- III. **Key Discussion Points on present agendas:**
- a) The gathering's main topic of discussion was academic issues. The lateral entry students were being asked if they had any problems with the current session's classes. The majority of students expressed satisfaction with their classes. A few participants were concerned about the quantity of lab lessons and the fact that English was the language of instruction, which resulted in minor concerns that were swiftly resolved.

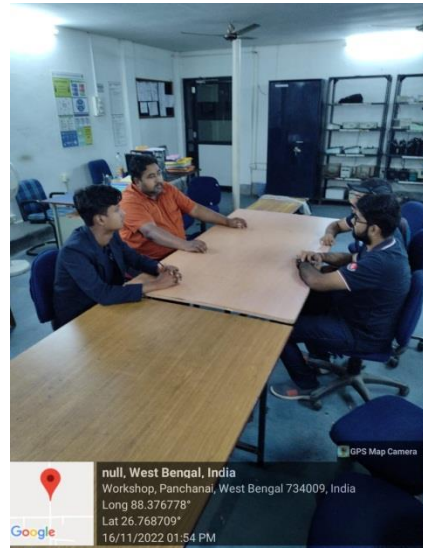


- b) A small percentage of students' poor attendance was one of the key difficulties. A few family matters were discussed, including PG's job search and the death of a family member. All of their difficulties, however, have been overcome, and they have all agreed to attend class every week beginning next week.
- c) If they had not already done so, all of the students were encouraged to enrol in NPTEL courses for the upcoming session. There will also be suggestions on how to select the best topic.
- d) Every student was encouraged to participate in the upcoming Cultural and Tech Fest. It was also discussed how important it is to participate in extracurricular activities.
- e) Students who excelled at games and athletics were encouraged to take part in such activities. The significance of sports in overall development was adequately explained.
- f) They were also advised to attend the upcoming technical training regularly and attentively.
- g) The health state of each mentee was investigated. The majority of them appeared to be in good condition. A few persons had a general cough and cold as a result of the temperature drop. They were all told to take care of themselves and see a doctor if they had any medical issues.

IV. Next Steps:

- a) Students' attendance will be closely monitored beginning next week in order to increase their attendance.
- b) Students' engagement in these extracurricular activities will also be monitored. They were told that they needed to submit all certificates connected to their accomplishments or accolades to the mentor.
- c) 3rd year students will be provided all necessary support for their upcoming placement season.

Some Glimpses of Mentor Mentee meeting II, 2022 odd Sem



Pralay Roy 29/11/22

Full Signature of Mentor with date: