



**SRI BALAJI VIDYAPEETH (SBV)**  
(Deemed to be University)  
U/S 3 of UGC Act 1956  
Puducherry-607402

## 2.3.4

Circulars pertaining to the formation of mentor-mentee committee, Mentor and the mentees allocation

KGNC

This Document is attested from pages (1-20)

**REGISTRAR**  
**SRI BALAJI VIDYAPEETH**  
(Deemed University u/s 3 of UGC ACT, 1956)  
Accredited by NAAC with 'A' Grade  
Pillaiyarkuppam, Pondicherry-607 402.



Date: 18.11.2019

**CIRCULAR**

Dear Madam/ Sir,

Greetings! This is to inform you that the Mentor-Mentee Committee of Kasturba Gandhi Nursing College has finalized the list of Mentors and Mentees for the academic year 2019-20. There will be a meeting regarding discussion about roles and responsibilities of Mentors, maintenance of logbook and scheduled meeting to be conducted periodically. Mentor Mentee allocation list is enclosed herewith. We solicit your cooperation in this regard.

Copy To:

- All Mentors, KGNC

*Dr. Renuka K*  
18/11/19

**Dr. Renuka K**  
Principal

**TO DR. RENUKA K. M. SCIN., Ph.D.**  
**PRINCIPAL**  
Kasturba Gandhi Nursing College  
Kasturba Gandhi Medical College & Hospital Campus  
Kasturba Nagar, Pondicherry - 605 002



**KASTURBA GANDHI NURSING COLLEGE**  
**SRI BALAJI VIDYAPEETH, SBV CAMPUS**  
**Pillaiyarkuppam, Pondicherry- 607 402.**

**MENTOR-MENTEE COMMITTEE**

**07.01.2019**

**1. Dr. Renuka.K**  
Principal, KGNC

**Convenor**

**2.Mrs.Poongodi.V**  
Asst. Prof, KGNC

**Member Secretary**

**3.Ms. Rajalakshmy.P**  
Lecturer, KGNC

**Member**

**4.Mrs.Subakeerthi V**  
Asst. Prof, KGNC

**Member**

**5.Mrs.Aruna Devi M**  
Asst. Prof, KGNC

**Member**

**6.Mrs.Sherin Nithya S**  
Asst. Prof, KGNC

**Member**

**7.Mrs.Jayanthi K**  
Asst. Prof, KGNC

**Member**



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*Renuka K.*  
**PRINCIPAL** 7/1/19

**Dr. RENUKA K., M.Sc(N), Ph.D(N), PGDYT.,**  
**PRINCIPAL**  
Kasturba Gandhi Nursing College  
Mahatma Gandhi Medical College & Research Institute Campus,  
Pillaiyarkuppam, Puducherry-607 402.



## KASTURBA GANDHI NURSING COLLEGE

Sri Balaji Vidyapeeth (Deemed to be University) SBV Campus,  
Pillaiyarkuppam, Puducherry-607402

### MENTOR-MENTEE COMMITTEE (2019-2020)

#### COMPOSITION:

Convener : Dr.Renuka K, Principal, KGNC

Member Secretary : Mrs.Poongodi V, Associate Professor, KGNC

#### COMMITTEE MEMBERS:

Mrs. Lavanya S, Associate Professor, KGNC

Mrs. Prabavathy S, Associate Professor, KGNC

Mrs. Nandhini M, Assistant Professor, KGNC

Mrs. Bamalakshmy J, Associate Professor, KGNC

Mrs. Subakeerthi V, Assistant Professor, KGNC

Mrs. Aruna Devi M, Assistant Professor, KGNC

Mrs. Sherin Nithiya S, Assistant Professor, KGNC

Mrs. Jayanthi K, Assistant Professor, KGNC

Mentor-Mentee system was introduced in 2015 with the aim of establishing a trusting relationship with accountability and responsibility from the mentor and mentee.

#### OBJECTIVES

1. Assess mentee's current level of expertise.
2. Assess mentee's areas of strengths and weaknesses.
3. Assist mentee in identifying objectives/goals.
4. Facilitate and make recommendations on best practices surrounding mentee's objectives/goals. Provide guidance and support by creating an atmosphere of openness where meaningful communication and trust can exist.

*Stela*  
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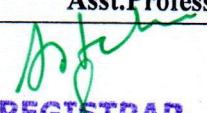
**KASTURBA GANDHI NURSING COLLEGE  
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Pillaiyarkuppam, Puducherry- 607 403**

**MENTOR - MENTEE LIST 2019 - 2020**

S.No	Name of the Mentees	UIN	Year	Name of the Mentor
1	Murali E	1903034002	M.Sc (N) I Year	<b>Dr. Renuka.K Professor-cum Principal KGNC</b>
2	Sangeetha S	1903034004	M.Sc (N) I Year	
3	Vijayalakshmi R	1903034005	M.Sc (N) I Year	
4	Ms. Malarmathi. M	1803034003	M.Sc (N) II Year	
5	Mrs.Renuga.N	1803034001	M.Sc (N) II Year	
6	Mrs.R. Elavarasi	1805001006	PhD Nursing	
7	Mr. Z. Rama Prabu	1805001004	PhD Nursing	
8	Mrs. Manopriya.V	1805001005	PhD Nursing	
9	Mr.Karthikeyaprasath P	1805002005	PhD Nursing	
10	Mrs.Prabavathy S	1805001013	PhD Nursing	
11	Mrs. Aruna Devi S	1805001012	PhD Nursing	
12	Mrs. Jayanthi K	1805001011	PhD Nursing	
13	Ms. Parveen Nather N	1905002001	PhD Nursing	
1	Akbar Ali M R	1903001003	B.Sc (N) I Year	<b>Prof. P.Sumathy Professor-cum Vice Principal KGNC</b>
2	Aarathi K	1803001002	B.Sc (N) II Year	
3	Amirtharaj A	1703001002	B.Sc (N) III Year	
4	Abinaya A	1603001002	B.Sc (N) IV Year	
5	Agasthiya D	1603001003	B.Sc (N) IV Year	
6	Nandhini K	1903033001	M.Sc (N) I Year	
7	Iniyaval. R	1803031002	M.Sc (N) II Year	
1	Akshaya V	1903001004	B.Sc (N) I Year	<b>Prof. Annie Annal HOD, Department of OBG Nursing KGNC</b>
2	Bavithira S	1903001005	B.Sc (N) I Year	
3	Adaikala Renish S	1803001003	B.Sc (N) II Year	
4	Ananda Narayanan R	1703001003	B.Sc (N) III Year	
5	Akshaya G	1603001004	B.Sc (N) IV Year	
6	Amutha M	1603001005	B.Sc (N) IV Year	
7	Piraiseela S	1903033002	M.Sc (N) I Year	
8	Guna K	1903031001	M.Sc (N) I Year	
1	Kanimozhi M	1903034001	M.Sc (N) I Year	<b>Prof .Kripa Angeline.A Department of Medical – Surgical Nursing KGNC</b>
2	Paskaline Rani C	1903034003	M.Sc (N) I Year	
3	Nandhini. S	1803034002	M.Sc (N) II Year	
1	Binita G	1903001008	B.Sc (N) I Year	<b>Prof.Geetha.C Department of Child Healt Nursing KGNC</b>
2	Arul Kumar K	1803001005	B.Sc (N) II Year	
3	Arshavarthana Avinesh S	1703001004	B.Sc (N) III Year	
4	Bouvanesvary. S	1903002003	P.B.B.Sc (N) I Year	
5	Mrs. Sherin Nithya S	1905001005	PhD Nursing	

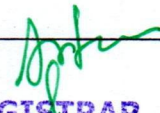
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7	Arthy M	1603001012	B.Sc (N) IV Year	<b>Mrs.M. Aruna Devi</b> <b>Asst.Professor</b> <b>Department of Community</b> <b>Health Nursing</b> <b>KGNC</b>
8	Narmadha T	1903035002	M.Sc (N) I Year	
9	Danalakshmi.L.M	1803002004	P.B.B.Sc (N) II Year	
1	Gracy J	1903001015	B.Sc (N) I Year	
2	Evangelin Siffo Carol S	1803001019	B.Sc (N) II Year	
3	Gajalakshmi S	1803001020	B.Sc (N) II Year	
4	Gayathri I	1803001021	B.Sc (N) II Year	
5	Gnanasoundari G	1703001016	B.Sc (N) III Year	
6	Gokulavasan G	1703001017	B.Sc (N) III Year	
7	Arunachalam S	1603001013	B.Sc (N) IV Year	
8	Kavitha.S	1803002005	P.B.B.Sc (N) II Year	<b>Mrs. S. Sherin Nithiya</b> <b>Asst.Professor</b> <b>Department of Child Health</b> <b>Nursing</b> <b>KGNC</b>
1	Harini B	1903001016	B.Sc (N) I Year	
2	Gayathri K	1803001022	B.Sc (N) II Year	
3	Gokul B	1803001023	B.Sc (N) II Year	
4	Haritha M	1803001024	B.Sc (N) II Year	
5	Harini P	1703001018	B.Sc (N) III Year	
6	Hema S	1703001019	B.Sc (N) III Year	
7	Ashok Kumar P	1603001014	B.Sc (N) IV Year	
8	Nandha Kumar.M	1803002006	P.B.B.Sc (N) II Year	<b>Mrs. Poongodi.V</b> <b>Asst.Professor</b> <b>Department of OBG Nursing</b> <b>KGNC</b>
1	Hepsy Maria T	1903001017	B.Sc (N) I Year	
2	Ikraam M A	1803001025	B.Sc (N) II Year	
3	Jakir Hussain M	1803001026	B.Sc (N) II Year	
4	Hemachandru V	1703001020	B.Sc (N) III Year	
5	Hemavathy M	1703001021	B.Sc (N) III Year	
6	Aswanthkumar K	1603001015	B.Sc (N) IV Year	
7	Balaji E	1603001016	B.Sc (N) IV Year	
8	Padmavathi.L	1803002007	P.B.B.Sc (N) II Year	<b>Mr. Z. Rama Prabu</b> <b>Asst.Professor</b> <b>Department of Community</b> <b>Health Nursing</b> <b>KGNC</b>
1	Ismath Farveen I	1903001018	B.Sc (N) I Year	
2	Kanimozhi M	1903001026	B.Sc (N) I Year	
3	Janani S	1803001027	B.Sc (N) II Year	
4	Jananie R	1803001028	B.Sc (N) II Year	
5	Immanuvel Gnanadurai J	1703001022	B.Sc (N) III Year	
6	Balaji P	1603001017	B.Sc (N) IV Year	
7	Barath Kumar R	1603001018	B.Sc (N) IV Year	
8	Bharatha Devi G	1903002002	P.B.B.Sc (N) I Year	
9	Samundeeswari.K	1803002008	P.B.B.Sc (N) II Year	<b>Mrs. Jayanthi.K</b> <b>Asst.Professor</b> <b>Department of Mental Health</b> <b>Nursing</b> <b>KGNC</b>
1	Jayasamundeeswari S	1903001019	B.Sc (N) I Year	
2	Jayaprathika A	1803001029	B.Sc (N) II Year	
3	Jayapriya J	1803001030	B.Sc (N) II Year	
4	Lokeshwaran A	1803001041	B.Sc (N) II Year	
5	Janani V	1703001023	B.Sc (N) III Year	
6	Bharath Kumar R	1603001019	B.Sc (N) IV Year	
7	Bharathi C	1603001020	B.Sc (N) IV Year	
8	Saraswathi.T	1803002009	P.B.B.Sc (N) II Year	<b>Mrs.R. Uma Maheswari</b> <b>Asst.Professor</b>
1	Jayashree M	1903001020	B.Sc (N) I Year	
2	Jayasri D	1803001031	B.Sc (N) II Year	

  
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8	Rajalakshmi B	1903002007	P.B.B.Sc (N) I Year	<b>Mr. Mahesh S</b> <b>Tutor</b> <b>Department of Medical</b> <b>Surgical Nursing</b>  <b>KGNC</b>
1	Aarthi Nishanthi K	1903001001	B.Sc (N) I Year	
2	Agila I	1903001002	B.Sc (N) I Year	
3	Bavithran M	1803001009	B.Sc (N) II Year	
4	Devadarshini B	1803001014	B.Sc (N) II Year	
5	Sri Ranjani P	1703001079	B.Sc (N) III Year	
6	Thamil Ilakkiya R	1703001090	B.Sc (N) III Year	
7	Swathi G	1603001091	B.Sc (N) IV Year	
1	Bhuvaneswari B	1903001006	B.Sc (N) I Year	<b>Ms.Karthiga M</b> <b>Tutor</b> <b>Department of Medical –</b> <b>Surgical Nursing</b>  <b>KGNC</b>
2	Buvaneswari E	1903001007	B.Sc (N) I Year	
3	Mahalakshmi G	1803001043	B.Sc (N) II Year	
4	Mamtha S	1803001044	B.Sc (N) II Year	
5	Kiruthika R	1703001031	B.Sc (N) III Year	
6	Ilamaran M	1603001032	B.Sc (N) IV Year	
7	Jayasurya R	1603001033	B.Sc (N) IV Year	
1	Kaviarasi R	1903001028	B.Sc (N) I Year	<b>Mrs. V. Subakeerthi</b> <b>Asst.Professor</b> <b>Department of Community</b> <b>Health Nursing</b>  <b>KGNC</b>
2	Kishore N	1903001029	B.Sc (N) I Year	
3	Manojkumar A	1803001045	B.Sc (N) II Year	
4	Manikandan P	1703001032	B.Sc (N) III Year	
5	Sridharan M	1703001080	B.Sc (N) III Year	
6	Jeeva T	1603001034	B.Sc (N) IV Year	
7	Kalaiselvi K	1603001035	B.Sc (N) IV Year	
1	Lakshmi P	1903001030	B.Sc (N) I Year	<b>Ms. J. Jayasri</b> <b>Asst.Professor</b> <b>Department of Mental Health</b> <b>Nursing</b>  <b>KGNC</b>
2	Meera K	1903001031	B.Sc (N) I Year	
3	Manoj Kumar S	1803001046	B.Sc (N) II Year	
4	Mohamed Musthak M F	1803001047	B.Sc (N) II Year	
5	Marina Mathew	1703001033	B.Sc (N) III Year	
6	Subalakshmi M	1703001081	B.Sc (N) III Year	
7	Kalaivani R	1603001036	B.Sc (N) IV Year	
8	Subashini. K	1903002009	P.B.B.Sc (N) I Year	
1	Mithun Aravindh P.A	1903001032	B.Sc (N) I Year	<b>Mr. S. Dhivagar</b> <b>Tutor</b> <b>Department of Mental Health</b> <b>Nursing</b>  <b>KGNC</b>
2	Monisha D	1903001033	B.Sc (N) I Year	
3	Mugilarasi J	1803001048	B.Sc (N) II Year	
4	Murath Basha S	1803001049	B.Sc (N) II Year	
5	Mohamed Arif A	1703001034	B.Sc (N) III Year	
6	Sumitha R	1703001082	B.Sc (N) III Year	
7	Kalaiyarasi M	1603001037	B.Sc (N) IV Year	
8	Kamalahasan R	1603001038	B.Sc (N) IV Year	
1	Monissh P	1903001034	B.Sc (N) I Year	<b>Mrs. M. Nandhini</b> <b>Asst.Professor</b> <b>Department of Medical –</b> <b>Surgical Nursing</b>  <b>KGNC</b>
2	Murugavel C	1903001035	B.Sc (N) I Year	
3	Navin R	1803001050	B.Sc (N) II Year	
4	Nisha D	1803001051	B.Sc (N) II Year	
5	Mohamed Jaffar M Y	1703001035	B.Sc (N) III Year	
6	Sundara Narayanan N	1703001083	B.Sc (N) III Year	
7	Karkuzhaly V	1603001039	B.Sc (N) IV Year	
8	Karthick R	1603001040	B.Sc (N) IV Year	

6	Monisha R	1603001051	B.Sc (N) IV Year	<b>Ms. Girija.N</b> Tutor Department of Medical – Surgical Nursing KGNC
7	Monisha V	1603001052	B.Sc (N) IV Year	
8	Thilagavathi. M	1903002011	P.B. B.Sc (N) I Year	
1	Priyadharshini N	1903001048	B.Sc (N) I Year	
2	Priyadharshini S	1903001049	B.Sc (N) I Year	
3	Ramya V	1803001062	B.Sc (N) II Year	
4	Ranganathan P	1803001063	B.Sc (N) II Year	
5	Nagalakshmi T	1603001053	B.Sc (N) IV Year	
6	Nandhini A	1603001054	B.Sc (N) IV Year	<b>Ms. Nivetha. G</b> Tutor Department of OBG Nursing KGNC
1	Priyadharshini S	1903001050	B.Sc (N) I Year	
2	Pushpa N	1903001051	B.Sc (N) I Year	
3	Ranjani Devi R	1803001064	B.Sc (N) II Year	
4	Rashika R	1803001065	B.Sc (N) II Year	
5	Nirubama R	1703001043	B.Sc (N) III Year	
6	Thamizhventhan D	1703001091	B.Sc (N) III Year	
7	Nandhini R	1603001055	B.Sc (N) IV Year	
8	Naveen R	1603001056	B.Sc (N) IV Year	<b>Ms. Ankalaparameshwari</b> Tutor Department of Medical – Surgical Nursing KGNC
1	Radhiga R	1903001052	B.Sc (N) I Year	
2	Ramana R	1903001053	B.Sc (N) I Year	
3	Ravitha V	1803001066	B.Sc (N) II Year	
4	Thulasinathan R	1703001092	B.Sc (N) III Year	
5	Naveen Kumar M	1603001057	B.Sc (N) IV Year	
6	Nivedha G	1603001058	B.Sc (N) IV Year	
7	Valli S	1903002012	P.B. B.Sc (N) I Year	
1	Roshini M	1903001054	B.Sc (N) I Year	<b>Mrs.Nandhini D</b> Tutor Department of Medical – Surgical Nursing KGNC
2	Sangeetha A	1903001055	B.Sc (N) I Year	
3	Saranya G	1803001067	B.Sc (N) II Year	
4	Sarika S	1803001068	B.Sc (N) II Year	
5	Nithya S	1703001045	B.Sc (N) III Year	
6	Vidhya D	1703001093	B.Sc (N) III Year	
7	Noorul Aspiya M	1603001059	B.Sc (N) IV Year	
8	Preethi M	1603001060	B.Sc (N) IV Year	
1	Santhalakshmi G	1903001056	B.Sc (N) I Year	<b>Ms.Sivamalini S</b> Tutor Department of OBG Nursing KGNC
2	Santhosh S	1903001057	B.Sc (N) I Year	
3	Sayed Kalith K	1803001069	B.Sc (N) II Year	
4	Shalini R	1803001070	B.Sc (N) II Year	
5	Piravin S	1703001046	B.Sc (N) III Year	
6	Vidhya P	1703001094	B.Sc (N) III Year	
7	Prem Kumar V	1603001061	B.Sc (N) IV Year	
8	Priyadharshini V	1603001062	B.Sc (N) IV Year	
1	Saravanan J	1903001058	B.Sc (N) I Year	<b>Mr. Palanivelrajan</b> Tutor Department of Community Health Nursing KGNC
2	Saravanasundar. K	1903001059	B.Sc (N) I Year	
3	Shobana P	1803001071	B.Sc (N) II Year	
4	Prabavathy M	1703001049	B.Sc (N) III Year	
5	Vijaya S	1703001095	B.Sc (N) III Year	
6	Priyadharshini P	1603001063	B.Sc (N) IV Year	

  
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6	Ranjini Priya P	1603001070	B.Sc (N) IV Year	<b>Mr. Ramesh. D</b> Tutor Department of Medical – Surgical Nursing KGNC
7	Ravirajan V	1603001071	B.Sc (N) IV Year	
1	Sudhershnan A	1903001070	B.Sc (N) I Year	
2	Surandhan E	1903001071	B.Sc (N) I Year	
3	Thamarai Devi D	1803001085	B.Sc (N) II Year	
4	Ramkumar V	1703001060	B.Sc (N) III Year	
5	Ramya A	1703001061	B.Sc (N) III Year	
6	Reethu Ravindran	1603001072	B.Sc (N) IV Year	
7	Subatthra R	1603001088	B.Sc (N) IV Year	
1	Surya S	1903001072	B.Sc (N) I Year	<b>Ms.Nandhini.S</b> Tutor Department of Community Health Nursing KGNC
2	Vasanthkumar	1803001087	B.Sc (N) II Year	
3	Vengatesh	1803001088	B.Sc (N) II Year	
4	Ramya G	1703001062	B.Sc (N) III Year	
5	Ranjith Kumar K	1703001063	B.Sc (N) III Year	
6	Reshma D	1603001073	B.Sc (N) IV Year	
7	Subhalakshmi B	1603001089	B.Sc (N) IV Year	
8	Saidani Bee G	1603001075	B.Sc (N) IV Year	
1	Swetha S	1903001073	B.Sc (N) I Year	<b>Ms.Kayathiri R</b> Tutor Department of Community Health Nursing KGNC
2	Thamizhpriya S	1903001074	B.Sc (N) I Year	
3	Veronika A	1803001089	B.Sc (N) II Year	
4	Vidhiya	1803001090	B.Sc (N) II Year	
5	Reshma S	1703001064	B.Sc (N) III Year	
6	Sameer A	1703001065	B.Sc (N) III Year	
7	Revanth V S	1603001074	B.Sc (N) IV Year	
8	Suriya Prakash S	1603001090	B.Sc (N) IV Year	
1	Thanikasalam R	1903001075	B.Sc (N) I Year	<b>Ms.Priyanga.P</b> Tutor Department of Child Health Nursing KGNC
2	Thenmozhi J	1903001076	B.Sc (N) I Year	
3	Vinitha V	1803001091	B.Sc (N) II Year	
4	Varsha R	1803001086	B.Sc (N) II Year	
5	Sangeetha R	1703001068	B.Sc (N) III Year	
6	Sangeetha S	1703001069	B.Sc (N) III Year	
7	Samir S	1603001076	B.Sc (N) IV Year	
8	Syed Anwar B	1603001092	B.Sc (N) IV Year	
1	Thirumurugan E	1903001077	B.Sc (N) I Year	<b>Ms. Ramya. M</b> Tutor Department of Community Health Nursing KGNC
2	Thulasimani A	1903001078	B.Sc (N) I Year	
3	Vinothini J	1803001092	B.Sc (N) II Year	
4	Sangavi S	1703001066	B.Sc (N) III Year	
5	Santhiya R	1703001070	B.Sc (N) III Year	
6	Shalini S	1703001071	B.Sc (N) III Year	
7	Samitha P	1603001077	B.Sc (N) IV Year	
8	Tamil Kudi V	1603001093	B.Sc (N) IV Year	
1	Umamaheswari S	1903001079	B.Sc (N) I Year	<b>Ms.Anitha K</b> Tutor Department of Mental Health Nursing KGNC
2	Venkatesh A	1903001080	B.Sc (N) I Year	
3	Yasheni C	1803001093	B.Sc (N) II Year	
4	Sindhuja E	1703001073	B.Sc (N) III Year	
5	Vithya S	1703001099	B.Sc (N) III Year	

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SRI BALAJI VIDYAPEETH (SBV)  
(Deemed to be University)  
U/S 3 of UGC Act 1956  
Puducherry-607402

## 2.3.4

Mentor-Mentee Committees and minutes of the  
meeting, samples of Mentee Issues and action taken

KGNC

**REGISTRAR**  
**SRI BALAJI VIDYAPEETH**  
(Deemed University u/s 3 of UGC ACT, 1956)  
Accredited by NAAC with 'A' Grade  
Puducherry, Pondicherry-607 402.



**SRI BALAJI VIDYAPEETH**  
DEEMED UNIVERSITY  
DECLARED UNDER SEC. 3 OF UGC ACT, 1956

ACCREDITED BY NAAC  
WITH 'A' GRADE



**KASTURBA GANDHI NURSING COLLEGE**

Office of Principal/KGNC/ Mentor-Mentee/2019/002

13.11.2019

**CIRCULAR**

Greetings!

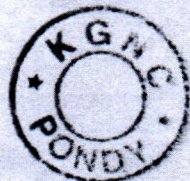
Mentor-Mentee committee has planned to convene a meeting for its members on 18.11.2019 between 2 pm- 3 pm at College Council Room.

Agenda of the meeting would be Allotment of the Mentor to the Mentees and list preparation, planning Mentor- Mentee Meeting Schedule for the Academic Year 2019-2020. All members are instructed to attend the meeting without fail.

*[Handwritten Signature]*  
PRINCIPAL 13/11/19

Copy to:

- Vice Principal
- Members- Mentor Mentee Committee
- File/ Notice Board



REGISTRAR  
SRI BALAJI VIDYAPEETH  
(Deemed University u/s 3 of UGC ACT, 1956)  
ACCREDITED BY NAAC with 'A' Grade  
Pondy-607 402.



## MINUTES OF MEETING



**KASTURBA GANDHI NURSING COLLEGE**  
SRI BALAJI VIDYAPEETH, SBV CAMPUS  
Pillaiyarkuppam, Puducherry- 607 402.

Mentor – Mentee Committee meeting convened on 22 November 2019 at 2pm between 3pm at council room.

S.NO	AGENDA	DISCUSSION POINTS IN ANY	RESOLUTIONS & RESPONSIBILITY
1.	Calling of meeting to order	Yes	
2.	Quorum confirmation	Yes	
3.	Apologies if any	-	
4.	Approval of the minutes of previous meeting	Approved	
5.	Review of pending action items	-	
<b>6. New matters /Agenda</b>			
A.	Agenda for information	<p>1. Allotment of the mentors to the mentees and list preparation for the Academic Year 2019-2020</p> <p>As required to provide support and encourage a harmonious learning environment, it is decided to allot the fresh batch of students admitted for the Academic Year 2019-2020 to Mentors.</p> <p>Out going batch Mentees will be removed and fresh batch mentees are included in the list. Allotment is as per SOP</p> <p>2. Revision of the Mentor-Mentee log book: As per IQAC, SBV revised log book had been provided. Essence of the revision had been discussed.</p>	<p>Member Secretary will communicate the list to all Mentors and Mentees.</p> <p>Member Secretary will circulate the revised log book to the fresh batch of students admitted in the Academic year 2019-2020</p>
9	Plan for next meeting	Second week of March 2020	
	Closure of meeting	3pm	

**MEMBER SECRETARY**  
22/11/19

**PRINCIPAL**  
22/11/19



Internal Quality Assurance Cell (IQAC)

Page 1 of 2

# SRI BALAJI



# VIDYAPEETH

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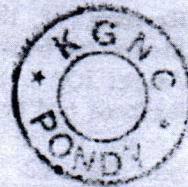
DEEMED UNIVERSITY  
DECLARED U/S 3 OF THE UGC ACT, 1956

## MINUTES OF MEETING - 22/11/2019

S.NO	MEMBERS PRESENT	DESIGNATION	SIGNATURE	APOLOGIES IF ANY
1.	Dr. Renuka K	Convenor/Principal, KGNC		
2.	Mrs. Poongodi V	Member Secretary		
3.	Mrs. Prabavathy S	Asso prof		
4.	Mrs. Bamalakshmi J	Asso prof		
5.	Mrs. Lavanya S	Asso prof		
6.	Mrs. Aruna devi M	Asst prof		
7.	Mrs. Subakeerthi V	Asst prof		
8.	Mrs. Sherin nithiya S	Asst prof		
9.	Mrs. Jayanthi K	Asst prof		
10.	Mrs. Nanthini M	Asst prof		

MEMBER SECRETARY  
22/11/19

PRINCIPAL  
22/11/19



**REGISTRAR**  
**SRI BALAJI VIDYAPEETH**  
(Deemed University, u/s 3 of UGC ACT, 1956)  
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Puzos, Arkuppam, Pondicherry - 605 002.

Internal Quality Assurance Cell (IQAC)

Page 2 of 2



**SRI BALAJI VIDYAPEETH**  
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**KASTURBA GANDHI NURSING COLLEGE**

Office of Principal/KGNC/ Mentor-Mentee/2019/004

02.03.2020

**CIRCULAR**

Greetings!

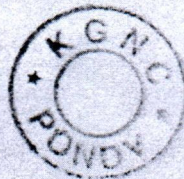
Mentor-Mentee committee has planned to convene a meeting for its members on 11.03.2020 between 3pm- 4pm at College Council Room.

Agenda of the meeting would be to know the progress of Mentor- Mentee system for the Academic Year 2019-2020. All members are instructed to attend the meeting without fail.

*[Handwritten Signature]*  
PRINCIPAL 2/3/2020

Copy to:

- Vice Principal
- Members- Mentor Mentee Committee
- File/ Notice Board



REGISTRAR  
**SRI BALAJI VIDYAPEETH**  
(Deemed University u/s 3 of UGC ACT, 1956)  
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Mangalagiri, Pondicherry-605 002.

# SRI BALAJI



# VIDYAPEETH

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WITH 'A' GRADE

DEEMED UNIVERSITY  
DECLARED U/S 3 OF THE UGC ACT, 1956

## MINUTES OF MEETING



**KASTURBA GANDHI NURSING COLLEGE**

SRI BALAJI VIDYAPEETH, SBV CAMPUS

Pillaiyarkuppam, Puducherry- 607 402.

Mentor – Mentee Committee meeting convened on 11 March 2020 at between 3pm – 4pm at council room.

S.NO	AGENDA	DISCUSSION POINTS IN ANY	RESOLUTIONS & RESPONSIBILITY
1.	Calling of meeting to order	Yes	
2.	Quorum confirmation	Yes	
3.	Apologies if any	-	
4.	Approval of the minutes of previous meeting	Approved	
5.	Review of pending action items	-	
6. New matters /Agenda			
A.	Agenda for information	<p>To Know the progress of mentor-mentee program:</p> <p>Discussed about the Mentees common needs and problems.</p> <p>Convenor enquired about Log book of Mentees filled during the Scheduled meeting with Mentors. All Mentors are encourage to provide harmonious learning environment to mentees.</p> <p>Discussed regarding Mentor-Mentee Program for the next Academic Year</p>	<p>Members Secretary has taken the responsibility to look over all the log book of Mentees</p>
9	Plan for next meeting	Third week of August 2020	
	Closure of meeting	3 pm	

MEMBER SECRETARY

11/3/2020

REGISTRAR

SRI BALAJI VIDYAPEETH

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Pillaiyarkuppam, Pondicherry-607 402.



Internal Quality Assurance Cell (IQAC)

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PRINCIPAL

11/3/2020

# SRI BALAJI

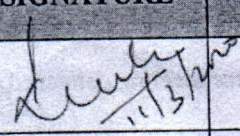
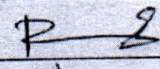

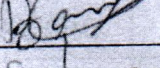
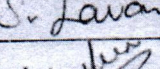
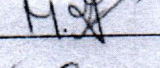
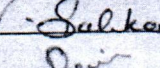
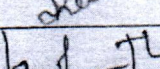
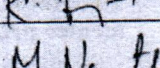
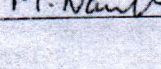



# VIDYAPEETH

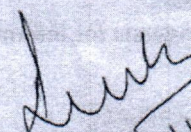
ACCREDITED BY NAAC  
WITH 'A' GRADE

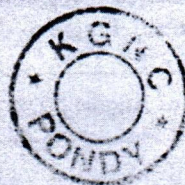
DEEMED UNIVERSITY  
DECLARED U/S 3 OF THE UGC ACT, 1956

## MINUTES OF MEETING - 11/03/2020

S.NO	MEMBERS PRESENT	DESIGNATION	SIGNATURE	APOLOGIES IF ANY
1.	Dr. Renuka K	Convenor/Principal, KGNC		
2.	Mrs. Poongodi V	Member Secretary		
3.	Mrs. Prabavathy S	Asso prof		
4.	Mrs. Bamalakshmi J	Asso prof		
5.	Mrs. Lavanya S	Asso prof		
6.	Mrs. Aruna devi M	Asst prof		
7.	Mrs. Subakeerthi V	Asst prof		
8.	Mrs. Sherin nithiya S	Asst prof		
9.	Mrs. Jayanthi K	Asst prof		
10.	Mrs. Nanthini M	Asst prof		

  
MEMBER SECRETARY  
11/3/2020

  
PRINCIPAL  
11/3/2020



REGISTRAR  
SRI BALAJI VIDYAPEETH  
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Accredited by NAAC with 'A' Grade  
Pillayarkuppam, Pondicherry - 605 002.

Internal Quality Assurance Cell (IQAC)  
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23.11.2020

Office of Principal/KGNC/Mentor-Mentee/2020/001

**CIRCULAR**

Greetings!

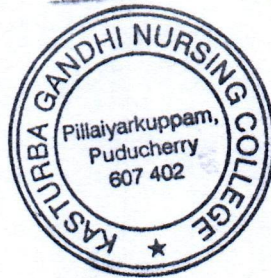
Mentor – Mentee Committee has planned to convene a meeting for its members on 26.11.2020 between 3pm – 4pm at College Council Room.

Agenda of the meeting would be Allotment of the Mentor to the Mentees and list preparation, planning Mentor- Mentee Meeting Schedule for the Academic Year 2020-2021. All members are instructed to attend the meeting without fail.

*[Handwritten Signature]*  
23/11/2020  
**PRINCIPAL**

Copy to:

- Vice Principal
- Members- Mentor Mentee Committee
- File/ Notice Board



*[Handwritten Signature]*  
**REGISTRAR**  
**SRI BALAJI VIDYAPEETH**  
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Accredited by NAAC with 'A' Grade  
Pillaiyarkuppam, Pondicherry-607 402.



MINUTES OF MEETING



**KASTURBA GANDHI NURSING COLLEGE**  
SRI BALAJI VIDYAPEETH, SBV CAMPUS  
Pillaiyarkuppam, Puducherry- 607 402.

Mentor – Mentee Committee meeting convened on 26.11.2020 between 3pm – 4pm at College Council Room

NO	AGENDA	DISCUSSION POINTS IN ANY	RESOLUTIONS AND RESPONSIBILITY
1.	Calling of meeting to order	Yes	
2.	Quorum confirmation	Yes	
3.	Apologies if any	-	
4.	Approval of the minutes of previous meeting	Approved	-
5.	Review of pending action items	-	-
6.	<b>New matters / Agenda</b>	<b>Allotment of the mentors to the mentees and list preparation for the Academic year 2020-2021.</b>	
A.	Agenda for information	As required to provide support and encourage a harmonious learning environment, it is decided to allot the fresh batch of students admitted for the academic year 2020-2021 to mentors.  Outgoing batch mentees will be removed and fresh batch	Member secretary will communicate the list to all mentors and mentees.



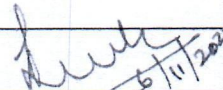
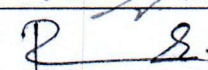


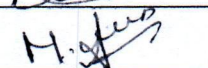
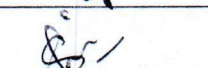


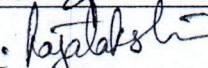
'A' Grade NAAC 2015

SRI BALAJI VIDYAPEETH

DEEMED-TO-BE UNIVERSITY  
U/S 3 of UGC Act

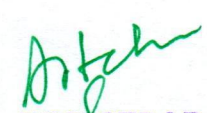
INTERNAL QUALITY ASSURANCE CELL

**MINUTES OF MEETING**

S.NO	MEMBERS PRESENT	DESIGNATION	SIGNATURE	APOLOGIES IF ANY
1.	Dr.Renuka K	Convenor /Principal, KGNC	 26/11/2020	
2.	Mrs.Poongodi V	Member Secretary		
	Mrs.Prabavathy S	Asso Prof		
4.	Mrs.Bamalakshmi J	Asso Prof		
5.	Mrs.Aruna Devi M	Asst Prof		
6.	Mrs.Sherin Nithiya S	Asst Prof		
7.	Mrs.Jayanthi K	Asst Prof		
8.	Mrs.Saranya S	Asst Prof		
9.	Mrs.Rajalakshmi R	Asst Prof		

  
MEMBER SECRETARY

  
PRINCIPAL 26/11/2020

  
REGISTRAR  
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**KASTURBA GANDHI NURSING COLLEGE**

Office of Principal/KGNC/Mentor-Mentee/2020/003

19.03.2020

**Mentor – Mentee issues faced and Action taken to resolve the issues**

**Academic Year 2019 – 2020**

S.No	Name of Faculty (Mentors)	Issue Faced	Action taken by institution to resolve the issues
1	Prof. Annie Annal M HOD, Department of OBG Nursing	Mentees had language issues	Additional training given to improve their communication skill
2	Mrs. Prabavathy S, Associate Professor, HOD, Department of Mental Health Nursing	Difficulties faced in understanding the concepts of core subjects	Educated and Encouraged to follow the Concept Mapping/ Mind Mapping technique
3	Mrs. Sherin Nithiya S, Assistant Professor, Department of Child Health Nursing	Difficulties in completion of requirements on time	Advised to frame a schedule and adhere to follow.
4	Mrs. Bamalakshmi J, Associate Professor, Department of Community Health Nursing	Inability to recollect the studied contents while writing examinations	Encouraged to practice group studies and advised to extra time and efforts during examination
5	Mrs. Lavanya S, Associate Professor, Department of OBG Nursing	Lack of presentation skills during examinations	Encouraged to practice writing skill while preparing notes. Advised to follow mind mapping technique.

*P. S.*  
Member Secretary  
19/3/2020

*[Signature]*  
19/3/2020  
Principal Signature



**REGISTRAR**  
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Pondy, Jakkupam, Pondicherry-607 402.