



ROHINI

COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by AICTE and Affiliated to Anna University, (An ISO Certified Institution)



About College

Rohini College of Engineering and Technology- a temple of learning, is an ISO certified institution was founded by the great Industrialist and Philanthropist, Shri. K.Neela Marthandan. The main objective of our college is to advance the knowledge base of the engineering professions and to influence the future directions of engineering education and practice.

RCET - Best Engineering College in Nagercoil, Kanyakumari District. We believe not only in educating the students, but also in grooming characters, with moral and ethical values to build the nation. Since the beginning, the college has been providing world-class facilities & infrastructure in education and learning. The emphasis is on transformational leadership rather than directional leadership. We aim to establish new trends, introduce innovative training methodologies, and thus guide students towards the road to success.

Mentoring Policy

Vision

To be an academic institute of continuous excellence towards education and research in rural regime and provide service to nation in terms of nurturing potentially higher social, ethical and engineering companion graduands.

Mission

To foster and promote technically competent graduands by imparting the state of art Engineering education in rural regime. To enunciate research assisted scientific learning by dissemination of knowledge towards science, agriculture, industry and national security.



ROHINI COLLEGE OF ENGINEERING AND TECHNOLOGY

AUTONOMOUS INSTITUTION

Approved by AICTE & Affiliated to Anna University

NBA Accredited for BE (ECE, EEE, MECH) | Accredited by NAAC with A+ Grade

Anjugramam - Kanyakumari Main Road, Palkulam, Variyoor P.O. - 629 401, Kanyakumari District.

Mentoring Policy

Student Mentoring

Mentoring and counseling are planned for the following aspects:

- Improve Academic performance.
- Develop a Research Orientation.
- Guidance for Professional Career, Higher Studies & Skill Development.
- Resolve Personal issues: Behavioral; psychological
- Encourage Spirit of Innovation by motivating and training students to participate in Contests, Conferences, Projects and Internships.
- Motivate to pursue Extra-curricular and Social activities.
- Encourage students to participate in Cultural activities, Arts and Sports.
- Develop Personality and Character.
- Foster Good Values, Healthy living and Discipline.

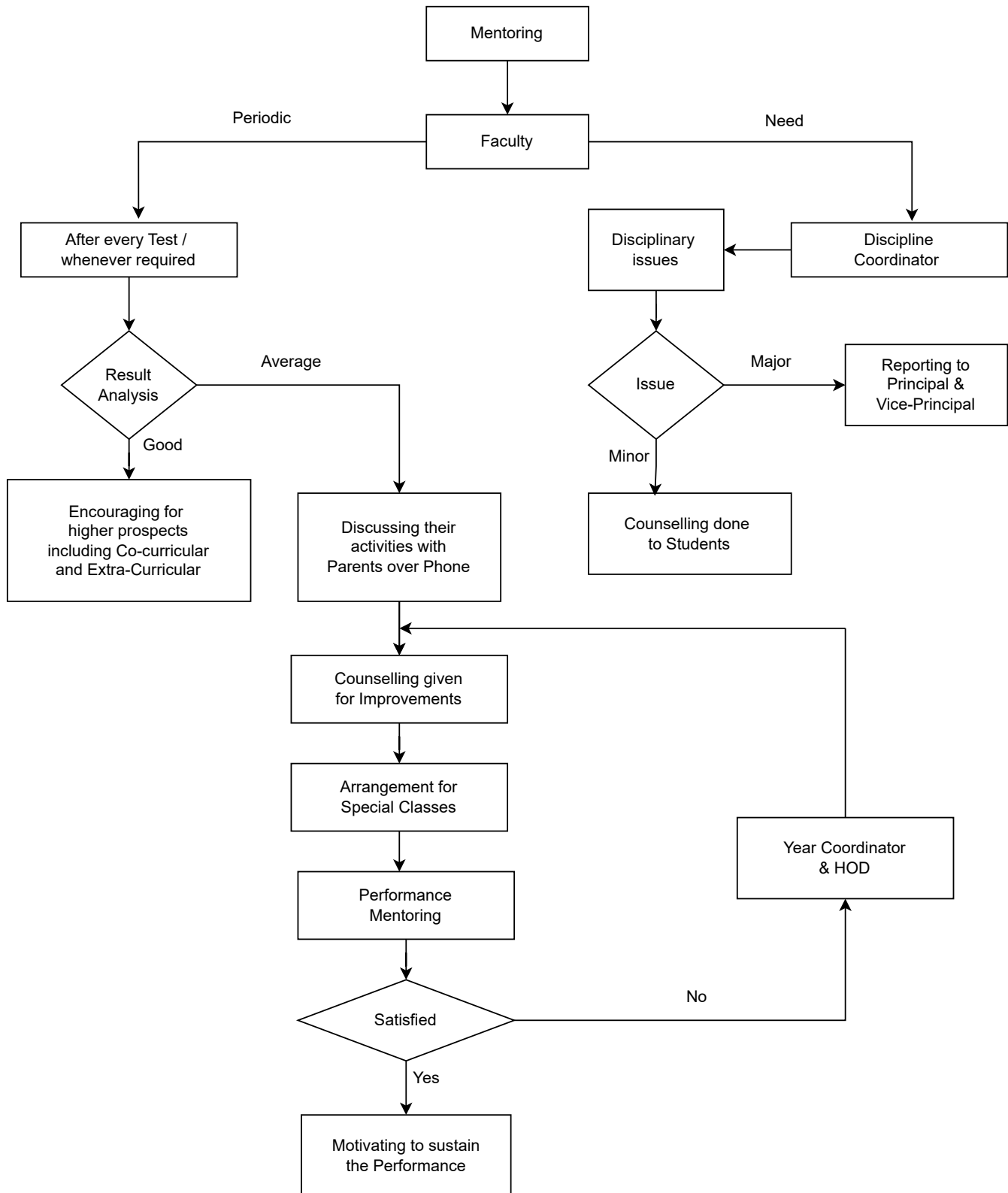
Summary of mentoring system in RCET:

Type of mentoring : All round development of students.

Average number of students per mentor : 16-20

Frequency of meeting : Three times per semester /whenever required.

RCET, we have an effective mentoring system for the development of the students.



Description of mentoring system:

Mentoring and counselling are planned for the following aspects

1. Faculty Mentors:

- A group of 16-20 students is allowed with a faculty as a mentor who take care of the student as faculty advisors and play the role of close monitoring of the student both academic and personal mentoring.
- The role of faculty advisors relies in giving supports to students in academic, professional and personal issues and challenges.
- Based on student's interest and understanding family commitments, they are directed for other placements, higher studies and entrepreneurship.
- Faculty mentors maintains and book which contains the following details of the ward
 - Personal information
 - Educational Details
 - Counselling schedules
 - Meeting with parents
 - CGPA and GPA Details

Suggested plans to improve the academic performance

- Suggested and Complete the Skill development and value-added courses
- Placement training details
- Attendance details
- Paper presentation and project details
- Faculty mentors give guidance and direction for the above mentioned items

2. Class Advisors

- Class Advisors identify the fast and slow learners in consultation with the course teachers.
- Class Advisors prepare the result analysis of each sessional and monitor the Continuous improvement.
- Class Advisors ensures the availability of course plan, materials, simplified notes, flipped contents, etc. for the slow learners.
- Guidance to student enroll GATE coaching, value added courses, skill development courses, etc. are given to fast learners.
- The class advisor also maintains a regular contact with parents/guardians of their Wards and updates them about the student's performance.

3. Head of the Department

- Head of the department (HOD) plays a vital role in the student faculty system where he acts as a authoritative support to the student and meet student once in a month or based on the need.
- Effective feedback is collective in students to finalize value added and skill development courses.
- To ensure higher placement, special counselling or given to the student by HOD.
- HOD supports the student by linking the fast learners to reputed to foreign for national Institutions for exchange, projects, etc.

4. Club In-charges

- Department level and institute level club in charges motivate students to enhance their co-curricular and extracurricular activities.
- They go to each class and motivate students by mentioning the club activities, need, expected outcomes, etc.

5. Student Mentors

- Student mentors are selected among the senior/final year students based on their academic excellence, leadership skills, regularity and interpersonal and communication skills.
- They are expected to be upholding high moral standards in their interactions with the mentees.
- They help the mentees to face the challenges in academics and campus life.
- To foster a healthy relationship between senior and junior students.
- To share experiences on learning and achieving success in academic and other activities.
- To help the mentees aim at a career suitable to them.
- To serve as a student guardian to the mentees.
- To assist mentees in procuring information and learning resources.

Mentoring Activities

- All teachers in a department except the HoD / Head in charge will serve the students as Faculty Mentors.
- Faculty Mentors monitor the attendance of the students under their care every month.
- If the students abstain from classes without prior information, they will find out the reasons by contacting the students and pass the information to the parents.

- Faculty Mentors monitor if the mentees fulfil all the academic requirements like submission of assignments, taking class tests, applying for examinations and so on.
- Faculty Mentors conduct periodic interaction with the Mentees. Faculty Mentors provide counselling to mentees whenever necessary.
- They guide mentees in finding the right resources for learning and progress. Faculty Mentors maintain a record of the mentoring activities.
- Faculty mentors make themselves available whenever the mentees need their assistance.
- Responsibilities of the Mentee
- Mentees are expected to Meet their faculty mentor and student mentor at least once a week. Discuss all the issue faced with the mentor
- Ask for guidance in areas that are challenging to learn.

In addition to the above mention system, hostel, authorities and physical director also render mentor students at institution level toward the upliftment of students. And, for few specific cases, external counsellor also used for personal counselling.

Efficacy of mentoring/counseling system:

- The faculty mentoring system shows a drastic improvement in academic performance of the student.
- The student's attendance is also improved.
- Good academic performers are provided with opportunities to take part in various symposiums, conferences, workshops etc...
- Enhanced the efficacy of the teaching learning process.
- The outcome of the effective mentoring system helps students to develop their attitude, aptitude, communication skills, self-confidence, creativity/innovation and overall personality.
- Increased the comfort level of the students by progressing them through a systematic and structured path to their graduation.



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OFFICE ORDER

RCET/E1/Counsellor/2014/001

Date:05.06.2014

SUB: Establishment- Rohini College of Engineering and Technology- Appointment for Students Counsellor-Order issued- Reg

Ref- 1: Your Application for the post of Students counsellor

2: Minutes of the selection committee meeting held on 04.06.2014

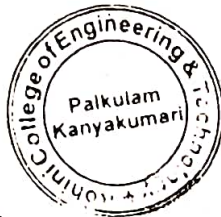
We are glad to inform that you are appointed as a students counsellor to our institution. You are advised that you have to provide counselling to the student on all Fridays.

You will adhere the rules and regulation of Saroja Educational Trust.

Wish you a productive time ahead in the vision and mission of education in Rohini College of Engineering and Technology.

To

Dr.T.Sujatha,
21/3, Christu nagar,
Vetturnimadam,
Kanyakumari Dist-629201.



PRINCIPAL
Rohini College of Engineering & Technology
Anjugramam, Kanyakumari Main Road
Palkulam, Varyoor (P.O.) - 629 401
Kanyakumari District, Tamil Nadu

Copy to

1. PA to Managing Director
2. PA to CFO
3. Exam Cell
4. E1 Section