

# Acharya Pathasala Evening College of Arts and Commerce

N.R.Colony, Bangalore-19

## Internal quality Assurance Cell

### Two institutional best practices

#### **Mentoring system:**

Mentoring involves face to face communication and provides psychological support relevant to work, career and professional development. Mentoring is the foundation of a lasting professional network. Mentors identify skill gaps in mentees in order to expand and realize their potentialities.

The practice: -

- Each faculty member is the mentor of a group of 20 to 25 students allocated to him/ her by the Head of the Department. Those faculties will continue to be the mentors for the same group of students till their graduation.
- The teacher mentor collects personal information from the ward without touching sensitive issues or forcing any information out of the wards and then provides the needed counselling to the wards.
- Critical issues are brought to the notice of the Head of the Department.
- The teacher meets the wards informally outside class hours as well and guides them regarding their career options.
- When the students enter the college, they get lost in the crowd with too many students in the same class coming from different backgrounds these students face stress of complex course, peer pressure, and emotional immaturity. Therefore, it is the need of the hour to intervene and introduce mentorship program to this vulnerable group.

The teacher mentor will perform the following functions: -

- Meet the group of students at least once a month.
- Keep contact details of students and parents.



- Send letter to parents/guardian for parents meet and also contact parents/guardian if situation demands.
- Continuously monitor, counsel, guide and motivate the students in all academic pursuits.
- Advises students in their career development/professional guidance.
- Keeps contact with the students even after their graduation.
- Intimates HOI and suggest if any administrative action is called for.

Mentoring enables mentees to gain invaluable insight beyond their own education and experience and gives them the edge with support and guidance.

### **Feed-back system**

It is yet another best practice which the institution has evolved to maintain uniform and elegant education dispensation in the college. Feedback is any response regarding a student's performance or behaviour. It can be verbal, written or gestural. The purpose of feedback in the assessment and learning process is to improve a student's performance - not put a damper on it. The college has come out with a proforma to distribute it to all the students about the core values of teaching with respect to every subject and every teacher. The questionnaire has been formulated in consultation with the I Q A C Members and students representatives and will be distributed to the students. The marking ranges from 1 to 10 and sometimes 1 to 05 range of scale. This marking based on the present students in the class room would be collected and finally analysed and reported to the principal. If there is any need for improvement, the concerned teacher will be called personally and informed about the corrective measures.

  
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