



Minutes of Meeting of Mentor-Mentee Meetings

Department of Sciences

Bachelor of Science

(Semester:4th)

Session: 2021-22

Quantum University, Roorkee




Registrar
Quantum University

Quantum University

Campus: Mandawar, 22 Km Mile Stone, Roorkee-Dehradun Highway (NH-73)
ROORKEE- 247167 (UK)

Minutes of Mentor-Mentee

Date: 25/04/2022

A meeting of the Mentor-mentee of the Department of Sciences, Quantum School of Technology, Quantum University was held in Dean's Office. The discussion was held between the Dean and the Coordinators of the department for the nomination and approval of the Mentor for the current Academic Session 2021-22.

The following faculty members were assigned as the Mentors for the Academic Session 2021-22.

Session-2021-22				
S No.	Semester	Mentor Name	Year	No of Students
1	4 th Sem	Mr. Ajay Kumar Sharma	2021	20

In the following semester three mentor-mentee meetings were conducted. In those meetings mentor empathized with the problems of mentees and provided the best resolutions in the interest of students and institution as a whole. The following agendas are detailed below:

Agenda:

The first mentor-mentee meeting of the Department of Sciences, Quantum University, academic session 2021-22 was held on 4th March, 2022, venue B-103. The meeting was preceded by the mentor Mr. Ajay Kumar Sharma and 17 mentees, 03 of them were absent.

Mentees Akansha, Tiya Mehta and Vartika Chauhan discussed about the inaccessibility of study materials and reference books in the library. Mentor forwarded this issue to the coordinator to get it resolved soon. Coordinator asked the library department to check the book-related concerns. Library administration department looked into the matter and soon after, all the required study



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materials and reference books were made available as per the academic needs of the students. Hence, the problem was resolved in a couple of weeks.

Another problem was raised by Mahima Saini, Tiya Mehta and Vartika Chauhan. They complained about inadequate hostel amenities such as poor internet access and under maintenance of plumbing and electrical appliances. All such problems were escalated to the LMD Department and got resolved within a span of two to three days.

One more issue was discussed by Charchit Arya and Ayush Rawat on behalf of all students. They wanted to know the strategies for preparing general competitive exams. Mentor assured all students that in the upcoming year they will be provided with the lectures and resources to prepare for competitive exams. Besides, mentor added that the college has rich library resources for the aspirant.

The **Second meeting** was held on 9th April, 2022, venue B103, preceded by the mentor Mr. Ajay Kumar Sharma and 18 mentees, 02 of them were absent.

Mentees: Nishtha Pandey, Akshita Verma, Gaurav Kumar and Kalpana Kumari on behalf of all students raised concerns regarding the cleanliness of washrooms specially girls' washrooms. Mentor brought up this matter during a discussion with the university's registrar, who promptly issued instructions to address the issue with the relevant authorities. Within a span of 3-4 days, the problem was successfully resolved. Subsequently, regular inspections were conducted to ensure the issue did not recur.

A personal problem was discussed by Pushpendra Gorsri who was unable to attend classes regularly due to father's illness. Initially, mentor contacted the student's parents to verify the matter, and then emphasized the importance of maintaining a minimum of 75% attendance as a mandatory requirement.

Mentees Mahima, Siloni, Abhinav & Akansha asked for the additional notes and study materials of a particular subject. Mentor consulted the concern faculty to provide additional notes, study materials and also suggested some YouTube channels.


A. Chauhan



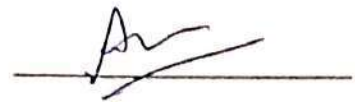
A. J. S.
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In the following semester two mentor-mentee meetings were conducted. In those meetings mentor empathized with the problems of mentees and provided the best resolutions in the interest of students and institution as a whole.

No other issues discussed in this meeting.



Signature:
(Head of the Department)



Signature:
(Mentor)



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Minutes of Meeting of Mentor-Mentee Meetings

Department of Law

**Integrated
Bachelor of Business Administration and Bachelor
of Law (Hons)
(Semester:1st)**

Session: 2021-22

Ghoshan



Quantum University, Roorkee

Ashu

Registrar
Quantum University



Quantum University

Campus: Mandawar, 22 Km Mile Stone, Roorkee-Dehradun Highway (NH-73)
ROORKEE- 247167 (UK)

Minutes of Mentor-Mentee

Date: 10/11/2021

A meeting of the Mentor-mentee of the **Department of Law**, Quantum University was held in **Dean's Office**. The discussion was held between the Dean and the Coordinators of the department for the nomination and approval of the Mentor for the current Academic Session 2021-22.

The following faculty members were assigned as the Mentors for the Academic Session 2021-22.

Session-2021-22				
S No.	Semester	Mentor Name	Year	No of Students
1	1 st Sem	Mr. Arjun Bhardwaj	2021	18

In the following semester three mentor-mentee meetings were conducted. In those meetings mentor empathized with the problems of mentees and provided the best resolutions in the interest of students and institution as a whole. The following agendas are detailed below:

The first mentor-mentee meeting of the Department of Law, Quantum University, academic session 2021-22 was held on 8th October, 2021, venue Moot Court. The meeting was preceded by the mentor Mr. Arjun Bhardwaj and 18 mentees were present.

Arjun Bhardwaj



Arjun Bhardwaj
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Agenda:

In the First meeting, dated 08/10/21, 16 mentees were present and two of them were absent. Mentees: Mentees Aakash Saini, Ayesha, Ishani & Kajal wanted to know the about academics such as subject details, assignments, exams. Mentor informed all the mentees about the orientation program in which information related to academics, university processes and protocols would be extensively discussed. Mentor shared the schedule of orientation program with the mentees.

Mentees Sugam Gupta and Tanya Dhiman, have asked developed study skills. Mentor provided assistance to all the mentees about developing study skills like note-taking, test preparation and critical thinking approach.

Abdulla Iqbal Khan, Anamika Das, Sakshi Singh and Ishani have shared their problems of not being able to balance between academic tasks and other co-curricular activities. Mentor advised mentees to develop time management skills so that they could easily manage their time effectively and balancing coursework, assignments and extracurricular activities.

Anamika Das, Anshika Awasthi and Kajal Dosad have inquired about the accessibility of study materials and reference books within the library. Mentor advised to the subject teacher that he/she should provide adequate study material in the form of hand written notes and e-resources to the mentees.

In the Second meeting, dated 22/10/21, 14 mentees were present and 04 were absent. Mentees: Sakshi Kumari, Vishal Chowjar, Manu Dev and Aakash Saini have shared their problem in selecting reference books for the respective subjects. Mentor consulted with the concerned faculty member and asked him/her to provide assistance to the mentees in selecting and short listing reference books for the respective subjects.

Another problem was raised by Dhiman, Narayan Kumar Jha, Khushi and Shubhanshu Rai they asked the availability of e-study materials and links for the respective subjects. Mentor provided students links and e-study materials.

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Mentess Rashi Yadav and Vishal Chowjar have queried about the question pattern for exams. Mentor described the existing exam pattern with the students and asked all the respective faculty members to conduct mock test so as to prepare students for their internal exams.

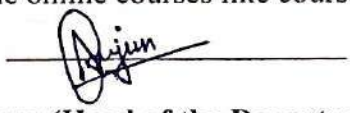
Mentess Anamika Das and Vishal Chowjar asked strategies to develop speaking skills. Mentor advised them to read books, English newspaper from library, watch English subtitle movies and try to speak publically in English with your friends without thinking in your mother tongue language.

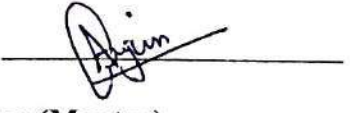
In the Third meeting dated 04/11/2021, 17 mentees were present and 01 were absent. Mentees: Kajal Dosad, Aakash Saini, Ayesha and Vishal indicated a wish to know the certainty of the career goals. Mentor conducted a career counseling session in which s/he provided all the necessary information about the career in their respective fields.

Another problem was forwarded by the Mentees: Tanya: Tanya Dhiman, Sakshi Kumari, Sugam Gupta showed their problem in understanding a topic. Mentor asked the concerned faculty to arrange extra classes for the mentees so as to help them in understanding respective topics.

Mentees: Manu Dev Arya, Sakshi Kumari and Sugam Gupta shared their problem of not being able to complete assignments due to lack of guidance. Mentor facilitated mentees to thoroughly understand the university's assignment guidelines and requirements such as formatting, citation styles, word limits and any specific content expectations. Mentor also assisted the mentee in developing a study and assignment schedule that allocates enough time for research, writing and revisions. Help the mentee break down larger assignments into smaller, manageable tasks. Create a checklist or timeline to track progress.

Mentees: Aakash , Ayesha, Khushi & Sugam shared their problem that due to pandemic lots of difficulties faced while attending online classes. Some classes could not attend due to network glitch. Mentors informed to Coordinators and he advised to subject teacher to provide subject notes and e-resources to the students. Subject Teacher provided notes, some links and advised to do some online courses like course Era and NPTEL.


Signature: (Head of the Department)


Signature: (Mentor)




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