

M S Ramaiah University of Applied Sciences

NAAC-Criterion 2 Teaching-Learning and Evaluation

HEI CLAIM SHEET

Details		Weightage
Criterion	2 - Teaching-Learning and Evaluation	200
Key Indicator	2.3 - Teaching-Learning Process	20
Metric Number	2.3.2 - The institution adopts effective Mentor-Mentee Schemes to address academics and student-psychological issues (QLM)	10

MSRUAS has a well laid down Student Welfare Policy and a specific SoP for Mentoring/Proctoring. Programmes at university use both terminology of Proctor/Mentor mentee system. The IQAC initiates the process of Mentoring/Proctoring by directing the Heads of the Departments to allot Mentees to each recognized Mentor/Proctor. As per the SoP, the designated mentors take up mentoring. However, certain faculty are exempt from Mentoring due to their academic and administrative responsibilities. They include the Dean-Research, Dean-Academics, HOD, Dean etc. However, there is a healthy Mentor-Mentee ratio due to the availability of 743 faculty on campus. The Mentors diligently conduct mentoring sessions and record the details in the Mentoring Manual. At the end of the academic year, the mentors submit a compliance report to the IQAC through the HoDs. As per the Mentor-Mentee policy of MSRUAS, a faculty member is assigned approximately to 20 students for the purpose of mentoring the students. This system helps in improving student learning approach and academic performance with necessary guidance from mentors. The mentees can discuss their personal grievances seeking the help from the mentor. Even during the pandemic, the institution has conducted mentoring sessions in the online mode to take care of the wellbeing of its stakeholders. MSRUAS has a mechanism to address the student psychological issues; Mentors recommend mentee to meet the trained counselors through student affairs if required. Thereafter the student affairs team engages the student to connect with trained counselors to resolve the issue. Psychiatrist team available at MSRUAS involves in resolving the issues based on the counselor feedback.


 Registrar
 M.S.Ramaiah University of Applied Sciences
 Bangalore
Registrar

List of Documents and links as per HEI response for the Metric 2.3.2

SI No	Name of the Document	Web Link
1	Teaching Learning Evaluation Policy	Version 1
		Version 2
		Version 3
2	IQAC_Circular_2022-23	View Link
3	MENTOR_MENTEE_MEETING_ERP_Screenshots	View Link
4	MENTOR_MENTEE_MEETING_FAD_Samples	View Link
5	MENTOR_MENTEE_MEETING_FHMCT_Samples	View Link
6	MENTOR_MENTEE_MEETING_FLAHS_AHS_Samples	View Link
7	MENTOR_MENTEE_MEETING_FLAHS_BT_Samples	View Link
8	MENTOR_MENTEE_MEETING_FLAHS_FT_Samples	View Link
9	MENTOR_MENTEE_MEETING_FET_ECE_Samples	View Link
10	MENTOR_MENTEE_MEETING_FET_ME_Samples	View Link
11	RUAS_Counselling_Cell_Notification	View Link
12	RUAS_Counselling_Mechanism	View Link
13	RUAS_Hand_Book_RCWC	View Link