



J.K.K.MUNIRAJAH MEDICAL RESEARCH FOUNDATION'S ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY

Ethirmedu, B.Komarapalayam – 638 183, Namakkal Dist. Tamilnadu. India.

Approved by : Pharmacy Council of India, New Delhi & The Tamilnadu Dr.M.G.R Medical University, Chennai.

Website : www.jkkmmrfpharmacy.edu.in |E-Mail : principal@jkkmmrfpharmacy.edu.in

Ph : 9789456750, 9843035735, 9789456737.

**Dr. N.SENTHIL KUMAR, M.Pharm.,Ph.D.,
Principal**

Date: 03/06/2022

CIRCULAR

This is to inform that a meeting is scheduled to all the members of Mentor-Mentee committee of the college on 06/06/2022 in board room at 11.00 AM. All the IQAC Committee member and faculties are requested to be available on time.

The Agenda of the meeting is to discuss the Allotment of Mentors to the Mentees (Students)

Principal

**Dr. N. SENTHILKUMAR,
PRINCIPAL,**

JKK MUNIRAJAH MEDICAL RESEARCH FOUNDATION
ANNAI JKK SAMPOORANI AMMAL COLLEGE OF PHARMACY
ETHIRMEDU, KOMARAPALAYAM - 638 183.
NAMAKKAL DISTRICT, TAMILNADU.

Copy to:

1. IQAC Coordinator
2. All HODS
3. Library
4. Concerned Faculty
5. Students Notice Board



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Date: 13/06/2022

CIRCULAR

SUB: MENTORING THE STUDENTS - REG.

In regard to the Mentor-Mentee System the HODs are hereby directed to take the following measures -

- For every 25 Students there will be one faculty allotted as mentor. The mentors would be allotted to the students.
- The mentor needs to keep a record of each of their 25 students. A file/record book (Menteebook/data sheet) has to be maintained.
- Mentor should meet the mentees regularly and update mentees' data sheet
- Mentor should keep track the mentees' academic performance, attendance and participation in competition, co-circular and extra circular activities.
- Mentor should identify the advance learners based on the academic performance and advise them to organize and participate in various clubs, committees and skill development programs.
- Mentor should identify the slow learners and advise them to attend remedial and make-up classes.
- Mentor should identify the mentees whose attendance is below than the minimum requirement. He should discuss with the student and try to find out the problem. If required the mentor will involve the parents and Head of the department for reforming the student.
- Mentor should give psychosocial support to the mentees.
- Mentor also should identify the strengths and weakness of the students and motivate them to achieve the goals

All the HODs are requested to allot the Mentors for each and every student (Mentee) of their respective branch, and forward the list of Mentor-Mentee to the undersigned at the earliest.

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Date: 22/06/2022

CIRCULAR

It is to inform all the faculty and students that the following is the Mentor - Mentee list of all the Departments.

All the Mentors allotted are instructed to follow the Roles & Responsibilities as mentioned:

1. Mentor should introduce and discuss the concept of Mentor-Mentee system with the assigned mentees
2. Mentor should update mentees data sheet regularly
3. Mentor should meet the students at least twice in a month
4. Mentor should maintain semester-wise Course Registration form of the students
5. Mentor should keep track of mentees attendance, academic performance and career development.
6. Mentor should intimate the parents about the student attendance and academic performance regularly
7. Mentor should check the attendance of mentees, if anybody's attendance is below the requirement then he should find out the problem and take necessary actions to reform and the same should be communicated to the parents and HOD.
8. Mentor should identify talents (sports, cultural, coding, innovation, interests) of their students and encourage them to organize and participate in the events.
9. Mentor should support mentees academically and emotionally.
10. Mentor should ensure that their students following instructions given by college or department.


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MENTOR - MENTEE COMMITTEE

MINUTES OF MEETING

The Committee Meeting was held on 06/06/2022, 11.00 AM in board room. Following points were discussed

Mentor-Mentee System procedures, Guide lines to be followed by the Departments and Roles & responsibilities of Mentors

Mentor-Mentee system **procedures**

Departments should follow the following guidelines

1. Student shall be assigned Mentor (Teaching faculty) from start of every academic year/semester of the program
2. Mentor shall have a maximum of 25 mentees
3. Mentees should be attached to the same mentor for the duration of academic year/semester.
4. Mentor should meet the mentees regularly and update mentees' data sheet
5. Mentor should keep track the mentees' academic performance, attendance and participation in competition, co-circular and extra circular actives.
6. Mentor should identify the advance learners based on the academic performance and advise them to organize and participate in various clubs, committees and skill development programs.
7. Mentor should identify the slow learners and advise them to attend remedial and make-up classes.
8. Mentor should identify the mentees whose attendance is below than the minimum requirement. They should discuss with the student and try to find out the problem. If required the mentor will involve the parents and Head of the department for reforming the student.
9. Mentor should give psychosocial support to the menaces.
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Roles & Responsibilities

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The List of Committee members attended the meeting:

S.NO	NAME	SIGN
1	SENTHIL KUMAR.N	
2	VIJAY AMIRTHARAJ.R	
3	ANBARASI.B	
4	ANBUKARASI.V	
5	ARULPRAKASAM.K.C	
6	BALAJI.K	
7	BANDARU LAKSHMI NARAYANA RAO	
8	CHANDRA.S	
9	CHITRA.A	
10	CHITRA.M	
11	DEEPAN.N	
12	GAYATHIRI.P	
13	GLADY GLORIA GRANT.C.J	
14	KANNAN.R	
15	KALAISELVI.P	
16	KAVIBHARATHI.S	
17	MAHESH REDDY.C	
18	MUHAMMED ASHRAF VATTIKUTH	
19	MUTHUKUMARAN.G	
20	NANDHINI.B	
21	NIRMALA.S	
22	NITHYA.S	
23	PRASATH.K	
24	RAMANA CHANDRA CHUT.K	
25	RAMYA.A	
26	SANGEETHA.S	
27	SATHEESH KUMAR.P	
28	SATHYA.K	
29	SATHYASUNDARI.K	
30	SHEIKALISHA.A	
31	SRINIVASAN.A	
32	SUMATHI.K	
33	SURESH.R	

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34	SURESH.V	
35	SURESH KANNAN.V	
36	THILAGAM.E	
37	THAMOTHARAN.G	
38	VENKATACHALAM.T	
39	VENUGOPAL	
40	SOMIREDDY SIVAKAMESWARI	
41	SENTHIL KUMAR.B	
42	SENTHIL.M	
43	DILEEP.R	
44	ATHIRA RAJKUMAR	
45	JAGANATHAN.K	
46	NEELAMEGARAJAN.R	
47	THALU VAHANA	
48	ARCHANA M NAIR	
49	SHAKTHI.R	
50	KOPPERUNDEVI	
51	SREELEKHA.K	
52	NAOMI.L	
53	VETRIVEL KRISHNAN	
54	P. KANNIYAPPAN	
55	RAGAVI.P	

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I-Pharm.D Mentor and Mentees List for the Academic year 2022-2023

NAME OF THE MENTOR	NAME OF THE MENTEES
Mr. M DEEPAN	ARBITHA B
	BALRAJ P
	DANISHA T
	DELPHIN KINGSY
Mr. R. SURESH	DHARANIKA S
	GIRILIKESH R
	HARIHARAN D
	HARSINI T
Dr.T. VENKATACHALAM & Ms. GAYATRI	INFANT JOE SUBISHA A
	JAYESH P
	JOTHIPRAKASH A
	KIRTHICK ROSHAN R
	KIRUBA K
Mr. V. SURESH KANNAN & Mrs. P. RAGAVI	LOKESH L
	MANIKANDAN V
	MANOJ C
	MOHAMMED A
	MOHANAPRIYA S
Mr. R. VIJAY AMIRTHARAJ	MOHAN RAJ R
	NITHYASHREE S
	POOVARASAN C
	PRIYADHARSHINI S
Dr. P. SATHEESH KUMAR	SAKTHIPRIYA P
	SIVAPOOJA C
	SUBHAHARINI P
	SUDESH G
Mrs. S. NIRMALA	SWADESHI O S
	THIRUNAVUKARASU M
	VIGNESH R
	YOGESHWARAN M


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II-Pharm.D Mentor and Mentees List for the Academic year 2022-2023

NAME OF THE MENTOR	NAME OF THE MENTEES
Mr. M SENTHIL	AJAY MILAN
	AJAY SRINIVAS M
	AZHAGURAJA B
	DHARENI M
	GOBIKA G
Mrs. KAVIBHARATHI S	HARINI M
	HARSHINI REETHU S
	HASAN MOHAMED K
	JAGAN S
	JOHN BERLIN JOE J U
Dr.E THILAGAM	KANIMOZHI K
	KARTHICK J
	KAVIYA R
	KIRANKUMAR V
	MOHANRASU P
Dr. R. KANNAN	MOTHI R
	PARTHASARATHY S
	PAVITHRA M
	PRASANTH R
	PUNITHKUMAR V
Dr. ATHIRA RAJKUMAR	SARANYA R
	SARATHY S
	SHYAM S S
	SIVAPRASATH G
	SREESANTHEYA S G
Dr.DILEEP R	SUBASH B
	SUHITHA SREE M
	THIRUMALAIVASAN V
	THIRUSELVAM C
	USMAAN A

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III-Pharm.D Mentor and Mentees List for the Academic year 2022-2023

NAME OF THE MENTOR	NAME OF THE MENTEES
Mr. G. THAMODHARAN	ABIRAMI S
	AKESH S
	CHARANKUMAR C
	DHANUSH KUMAR S
	EDWIN V REJI
Dr. P. KALAISELVI & GAYATRI	FALAHUDDHARAIN R
	GEHESH S V
	GUNASEKAR M
	KALAIKARUNA K
	KARTHIKEYAN K
Mr. A. SRINIVASAN	KEERTHI VASAN A
	KEERTHIVEL T S
	KESTIN K SABU
	KIRTHIGA A
	MAGCELINE CHRISTOPHER
Mr. A. SHEIK ALISHA	MARSHAL RAJ S
	MUKESHKUMAR M
	MUKILAN S
	RAGUL VIGNESHAA K
	RAJASEKAR R
Mr.R. VIJAY AMIRTHARAJ	RAKSHANA B
	SABARINATHAN A
	SHEPHILA S S
	SHYLA I
	SRINITHI C G
Dr. B. SENTHIL KUMAR	SURYA R
	SURYA S
	TAMILARASAN P
	VASANTH KUMAR C
	VINYA BHAGATH B


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IV-Pharm.D Mentor and Mentees List for the Academic year 2022-2023

NAME OF THE MENTOR	NAME OF THE MENTEES
Dr. C.J.GLADY GLORIA GRANT	ALSHADA SHARF
	ANCY B
	ARCHANA B
	BALAJI S
Dr. K.C.ARUL PRAKASAM	BHARATH M
	DHILIP KUMAR M
	DONY D
	GODWIN S
Mr. M.SENTHIL	JACKSON SELVIN Y
	JAYA PRIYA N
	JEBIN MISHAEL DAVIS S
	JEEVITHA M
Mrs. NIRMALA S	JOSEPH CHINNAPPA RAJ J
	JOTHIMANI S
	KIRUTHIGA O B
	MAHALAKSHMI M
Dr. N.SENTHILKUMAR	NAVEENA S
	PRABHAT KUMAR GUPTA
	PRADESH C
	RAMYA G K
Mrs.S.SANGEETHA	SHANMUGAPRIYA D
	SILAMBARASAN M
	SOUNDHAR K
	SURENDHARAN P
Mr.G.MUTHUKUMARAN	TAMILSELVAN S
	THOMAS JUDE RODRIGUES
	VIGNESHWAR R
	VIMALRAJ G

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V-Pharm.D Mentor and Mentees List for the Academic year 2022-2023

NAME OF THE MENTOR	NAME OF THE MENTEES
Dr.C.J.GLADY GLORIA GRANT	AAMINA HANEEF
	ABDUL BASITH
	ABDUL VASEEM A
	ABISHEK P
	ALWIN BABYKUTTY ALEX
	ANAGHA S
	ASWIN A V
	BERFININ MAHIBA R J
	BIBIN RIJO W
	DIVIKA S
Mr. A. SRINIVASAN	EZILKKAVIA S
	FELIC S
	GNANAGURU C
	GOPI B
	KARTHIKA SREEKUMAR J
	KEZIA K SABU
	KISHANKANTH P
	KUMAR V
	MANOJ KUMAR S
	NANTHISH N
Dr.K.C.ARUL PRAKASAM	NAVEEN C S
	NAVEEN V
	OMARALI THANGAL V
	PAPITHA S
	PRAVEEN N
	RESHMA P VARGHESE
	SHAFRIN FATHIMA A S
	THIRUMURUGAN N
VENKATESH A	


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