



Criteria 2.3. Teaching -Learning Process

2.3.2 The institution adopts effective Mentor-Mentee Schemes to address academic and student psychological issues

2.3 Teaching-Learning Process

Criteria 2.3.2:

S.NO	Description
1	Mentor mentee Circular with allotted mentees
2	Documents related to Participative learning:
3	issues raised and resolved in the mentor system (mentor-wise).
4	Professional counselling & personalized guidance record by psychological department.



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Sushant University

Academic Year

2023-2024

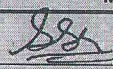
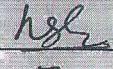
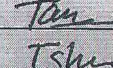
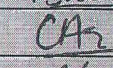
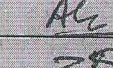
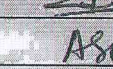

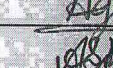


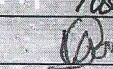
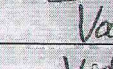
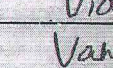
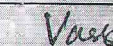







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Session Report for Mentor – Mentee Meeting 2023-24

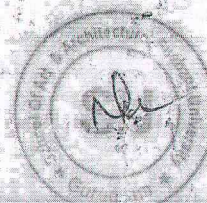
Sushant
University

Name of the Institution : School of Art and Architecture
Date of Meeting : 21/02/2024
Meeting Venue/Room no.: E-509
Name of Faculty Mentor : Robbin Dwivedi
Program/Year/ Batch: B. Arch

Attendance		Sheet	
S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	220BARCH056	Shritima Sharma	
2	220BARCH039	Hardik Sharma	
3	210BARCH039	Tejass Aneja	
4	210BARCH024	Tushar Sharma	
5	220MARCHUD004	Chintan Aggarwal	
6	220MARCHUD005	Abdul Basit	
7	190BARCH037	ZO SANG VUNGA	
8	190BARCH125	Aditya Singhal	
9	190BARCH008	Anchita Topwal	
10	200086928 (application no)	Abhav Gupta	
11	200113326 (application no)	Abhinav Sinha	
12	200144593 (application no)	Anurag Gautam	
13	190BARCH088	Tanishq Roy	
14	190BARCH021	Yashpal Singh Jaitawat	
15	200147321 (application no)	Vani Goel	
16	200138864 (application no)	Vansh Chauhan	
17	200152876 (application no)	Vidhi Jain	
18	2301316 (application no)	Vanshika Gupta	
19	2300309 (application no)	Vasudev Rana	

Session Agenda :

- GSSC + Summer Aspects
- Programmes + Proposals
- motivational issues
- Assignment Issues.



Signature

Points discussed:

- ★ Motivational Issues.
- ★ Assignment Issues.
- ★ Programmes + proposals.
- ★ motivated for not getting any GSSC or Summer Exams.

Major issues

Not Primarily
Any.

Action taken:

N.A.

Signature of faculty Mentor

Date

Purivedi
21/02/2024

See

Session Report for Mentor – Mentee Meeting 2023-24

Sushant
University

Name of the Institution : School of Art and Architecture
Date of Meeting : 29/03/2024
Meeting Venue/Room no.:
Name of Faculty Mentor : Santanu Dey
Program/Year/ Batch: B. Arch + BFA
Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	220MPLAN001	Samiksha Gogoi	Ab
2	220MPLAN002	Nitish Raghuvanshi	Ab
3	220MPLAN003	Architha M Riya	Ab
4	220MPLAN004	Tanmay Goyal	Ab
5	220MPLAN005	Prachi Vyas	Ab
6	220MPLAN006	Anukul Borgaohain	Ab
7	220MPLAN007	Himani Gautam	
8	220MPLAN008	Rachna KS	
9	220MPLAN009	Poorva Singh	
10	230BFA001	Ishita Aggarwal	Ishita
11	230BFA003	Kritika Sheokand	Kritika
12	230BFA002	Arti Jangid	Arti
13	230BFA004	Varun Yadav	Varun
14	230BFA005	Kashish Verma	Kashish
15	230BFA006	Yashica Gupta	Yashica
16	230BFA013	Chitra Sharma	Chitra
17	230BFA008	Choubey Rashmi Chinmoy	Rashmi
18	230BFA007	Mitali Devatwal	Mitali
19	230BFA012	Sanya Sehgal	Sanya
20	230BFA011	Kalpna Yadav	Kalpna
21	230BFA009	Manya Singh	Manya
22		Shanskriti	Shanskriti

Session Agenda :

1. Discussed and understand after the end of Mid Term what kind of challenges they are facing and how to overcome.

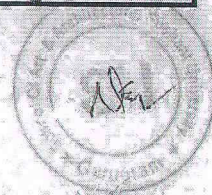
Points discussed:

- Discussed about their problem and guide them.
- Tell them children how they can holistically develop skill as well as mind set.
 - A. Visit Museum
 - B. Exhibition
 - C. Discussing Art with their peers group.

Major issues	Action taken:
<ul style="list-style-type: none"> • Attendance • Mid term Marks 	<ul style="list-style-type: none"> • Inform students for their course and curriculum. • Discussed with students for their possibility and how to respond with each and every project.

Signature of Faculty Mentor
Date

Santam Dey
29/3/2024.



San

Session Report for Mentor – Mentee Meeting 2023-24

Sushant
University

Name of the Institution : School of Art and Architecture (Department of Planning and Development)
Date of Meeting : 29/03/24
Meeting Venue/Room no.: A 102
Name of Faculty Mentor : Ria Kapoor / Shalini K. / Shantanu Dey
Program/Year/ Batch: M. Plan - Urban Planning/2nd Year/ 2022-24

Attendance Sheet 2023-24

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	220MPLAN001	Samiksha Gogoi	<i>Samiksha</i>
2	220MPLAN002	Nitesh Raghuwanshi	<i>Nitesh</i>
3	220MPLAN003	Architha M Riya	<i>Architha</i>
4	220MPLAN004	Tanmay Goyal	<i>Tanmay</i>
5	220MPLAN005	Prachi Vyas	<i>Prachi</i>
6	220MPLAN006	Anukul Borgaohain	<i>Anukul</i>
7	220MPLAN007	Himani Gautam	<i>Himani</i>
8	220MPLAN008	Rachna KS	<i>Rachna</i>
9	220MPLAN009	Poorva Singh	<i>Poorva</i>

Session Agenda :

Attendance
Placements

See

Points discussed:

Attendance marking on EKP.

Placement of Students after final year.

Major issues	Action taken:
<ul style="list-style-type: none">- EKP was not working. Students unable to check their attendance update on EKP.- Will there be any companies coming to University for placement.	<ul style="list-style-type: none">- Talk to Respective faculties to get the update on attendance.- The Companies came to SAA & Students Set in the interview.

Signature of Faculty Mentor

Date 29/03/24

29/03/2024
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Session Report for Mentor – Mentee Meeting



Name of the Institution :

School of Art and Architecture (Department of Planning and Development)

Date of Meeting :

22/2/23

Meeting Venue/Room no.:

Name of Faculty Mentor :

Shalini Kumari

Program/Year/ Batch:

B. Plan Urban and Regional Planning/1st Year 2022-26/ 2nd Year 2021-25/ 4th Year 2019-23

Attendance Sheet

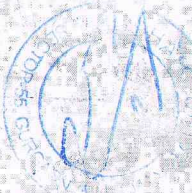
S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	220BPLAN001	Aditi Azad	<i>Aditi Azad</i>
2	220INTBPL001	Hemanshikha Khanna	<i>Hemanshikha Khanna</i>
3		Vaidehi Sisodiya	<i>Vaidehi Sisodiya</i>
4	210BPLANUP002	Kabeer Sodhi	<i>Kabeer Sodhi</i>
5	210INTMP001	Sahiba Kohli	<i>Sahiba Kohli</i>
6	190INTBPLMPL004	Mahima Shivam Yadav	<i>Mahima Shivam Yadav</i>
7	190INTBPLMPL003	Srinsh Dayma	<i>Srinsh Dayma</i>
8	190BPLURP001	Naman Yadav	<i>Naman Yadav</i>
9	190BPLURP004	Avdeep	<i>Avdeep</i>
10	190BPLURP005	Mrinali Solankee	<i>Mrinali Solankee</i>

Session Agenda :

- ✓ Mid Term Assessment
- ✓ Noshplan Experience (1st yr)
- ✓ Syllabus Coverage of Theory & practical Subjects
- ✓ CV preparation



NE



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Points discussed:

few Subjects are left to be covered for Mid term Assessment (The Subjects are of visiting faculties)

✓ for mid term Assessment, for of assessment to be discussed with the respective faculties.

✓ for 1st yr, Nashlam was a 1st time experience. Students are energetic & excited for the coming Nashlams.

Major issues

- ✓ Syllabus Coverage
- ✓ CV preparation

Action taken:

- discuss with faculties
- need to update the CV

Signature of Faculty Mentor

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Session Report for Mentor – Mentee Meeting



Name of the Institution : School of Art and Architecture (Department of Planning and Development)
Date of Meeting : 22.02.23
Meeting Venue/Room no.: A014 (MPlan studio)
Name of Faculty Mentor : Ishani Garg
Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2022-24

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	220MPLAN001	Samiksha Gogoi	
2	220MPLAN002	Nitesh Raghuwanshi	
3	220MPLAN003	Architha M Riya	
4	220MPLAN004	Tanmay Goyal	
5	220MPLAN005	Prachi Vyas	
6	220MPLAN006	Anukul Borgaohain	
7	220MPLAN007	Himani Gautam	
8	220MPLAN008	Rachna KS	
9	220MPLAN009	Poorva Singh	

Session Agenda :

- CV and portfolio preparation for the upcoming internship after the current semester.
- LinkedIn Profile update.
- Cover Letter Formulation

Points discussed:

- CV and portfolio (not yet started)
- LinkedIn Profile (has been set up by all the students)
- What other things can be added to enhance the CV along with the LinkedIn Profile.
- Cover Letter.

Major issues	Action taken:
<ul style="list-style-type: none"> → Draft CV prepared by the students but has to be worked upon further. → Doubt regarding what has to be added in the portfolio in terms of project. → Some subjects are being taught from the perspective of architecture. → Cover letter sample required → Biased behaviour felt by some students 	<ul style="list-style-type: none"> → CV sample shared with the mentees → Students were encouraged to pursue certificate courses for CV enhancement. → Site links were shared with the students from where they can pursue online courses. → The students were guided as to how and which projects or accomplished work can be added.

Signature of Faculty Mentor

- cover letter formulation techniques explained and sample shared.
- The issue regarding biasedness informed to the faculty in charge for student's welfare and the same was addressed to all the faculty members.



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Session Report for Mentor – Mentee Meeting 2023-24

Sushant
University

Name of the Institution : School of Art and Architecture
Date of Meeting : 26.09.2023
Meeting Venue/Room no.: E-block room no. 209
Name of Faculty Mentor : Shruti Hippalgaonkar
Program/Year/ Batch: B. Arch

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210BARCH110	Srishti Agrawal	SA
2	210BARCH121	Anava Kapoor	Anava
3	210BARCH030	Angad Saini	Angad
4	210BARCH097	Navya Singh	Navya Singh
5	210BARCH059	Nikhil Sharma	NS
6	200117195 (application no)	Nabh Singhroha	Nabh S
7	200087455 (application no)	Parleen Kaur	Parleen
8	200151219 (application no)	Parv Shah	PARV
9	200148587 (application no)	Prachi Gatha	PP
10	190BARCH096	Mansi Harsh	V yr. - internship (Ab)
11	190BARCH033	Mehak Arora	(Ab)
12	190BARCH009	Mudit Khanna	(Ab)
13	2302010 (application no)	Pritha Gauba	(Ab)
14	2301184 (application no)	Rahul Sharma	(Ab)
15	2301363 (application no)	Ridya Nitin Aggarwal	(Ab)
16	2301261 (application no)	Shatakshi Gupta	Shatakshi
17	2301216 (application no)	Yash Sisodia	Yash
18	2301213 (application no)	Md. Tahseen Jawed	TS
19	2301838 (application no)	Prachi Singh	Prachi

Session Agenda :

1. Academic progress - concerns/problems/appreciation. etc.
2. Non-academic progress -
3. Misc. - career growth, future target, etc.



Signature

Points discussed:

1. One on one academic progress, submissions, ~~at~~ deadlines discussed.
2. Studio progress discussed.
3. Non academic participation
4. Design competition participation discussed.
5. Faculty feedback/concerns taken. (if any)

Major issues

Action taken:

- None major issues.
- Smooth conduct as of now.

No action needed.

Signature of Faculty Mentor

Date 26/09/23

[Signature]



[Signature]

[Signature]

Session Report for Mentor – Mentee Meeting 2023-24

Sushant
University

Name of the Institution : School of Art and Architecture

Date of Meeting : 10th Oct 2023

Meeting Venue/Room no.: 405

Name of Faculty Mentor : Sindhuree Iyengar

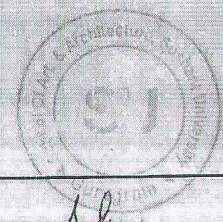
Program/Year/ Batch: B. Arch

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	200148581 (application no)	Rohan Bardia	Rohan
2	200131041 (application no)	Sanjoli Jain	Sanjoli
3	190BARCH081	Pushphas Jalan	ABSENT
4	190BARCH094	Rakshita Singh	Rakshita
5	190BARCH107	Samiksha Bansal	Samiksha
6	2302248 (application no)	Diya Bharadwaj	Diya
7	2300589 (application no)	Dwij Mishra	Dwij
8	2300463 (application no)	Govind Grover	Govind
9	2300067 (application no)	Kamda Gupta	Kamda
10	2300672 (application no)	Karan Maan	Karan
11	2301952 (application no)	Kristi Shadija	Kristi
12		Kudrat Sidhu	Kudrat
13	2300312 (application no)	Leerina Gill	Leerina
14	2301412 (application no)	Luvish	Luvish
15	2300846 (application no)	Manya Wasan	Manya
16	2300015 (application no)	Misha Singh	Misha
17	2302012 (application no)	Muskaan Sood	Muskaan
18	2301519 (application no)	Nandini Agarwal	Nandini
19	2300792 (application no)	Nipun Budhiraja	ABSENT
20		Alisha Behal	Alisha

Session Agenda :

Settling in college and personal issues



lh
Nha

Points discussed:

- One of the students approached about the quality of food in the hostel and requested a refund, Directed her to dean and the Pro.V.C.
- The others first years are settling into the course, discipline and regular attendance.

Major Issues	Action taken:
<ul style="list-style-type: none"> → Quality of food in hostel → Pressure for new subjects 	<ul style="list-style-type: none"> → In process → suggested timely approach to work given

Signature of Faculty Mentor

Date

10th Oct 2023



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Sushant University

Academic Year

2022-2023

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OFFICE NOTE

Subject: Mentor Mentee Allocation for Odd Semester 2022-23

Ref: SPD/OO/Aug 22/35

Date: 18th August 2022

Student mentoring in the School of Planning and Development, Sushant University, Gurugram is defined as a one-to-one relationship between a student and the mentor during their journey with the institute. The mentor provides consistent support, guidance and concrete help to a student and tries to be a positive support to them. Students in their college years go through various ups and downs, they may be going through a difficult and/or challenging situation, a period of life in which they need extra support, or they may simply need to have another significant adult present in their life. The goal of the student mentoring programme is to help all students involved who are participating in the mentoring programme develop the skills and confidence they need to be responsible for their own futures, and reach their full academic and personal potential. The School of Planning and Development tries to ensure that all learners receive the care, guidance and support necessary to maintain and extend their personal development and academic progress. The Mentor Mentee programme enables them to experience inclusive space with academic growth along with skills development.

All mentors shall ensure interaction with their respective mentee. The mentors shall ensure minimum one meeting with mentee every month. The agenda for meeting should be fixed beforehand. The meetings shall be conducted in-person.

The schedule for odd semester (August to December 2022) is mentioned below:

SCHEDULE FOR MENTOR MENTEE SESSION IN ODD SEMESTER 2022-23			
S.No.	Date	Day	Time
1	31 st August 2022	Wednesday	2 to 5 pm
2	21 st September 2022	Wednesday	2 to 5 pm
3	19 th October 2022	Wednesday	2 to 5 pm
4	23 rd November 2022	Wednesday	2 to 5 pm

The mentor- mentee allocation list is attached as Annexure.

School Of Planning & Development.
Sushant University
Gurugram (Haryana)

Prof Preetha Ravisree Sajin

HOD,

School of Planning and Development



(Signature)

Annexure: Mentor Mentee Allocation List Odd Semester 2022-23

Faculty Mentor: Asso Prof Varsha Khetrapal

S.No	Enrollment No.	Name of Student Mentee
1	210MPLANUP002	Antima Pathak
2	210MPLANUP010	Jaideep Gill
3	210MPLANUP007	Riya Beniwal
4	210MPLANUP009	Rashi Sharma
5	210MPLANUP006	Vanshika Vashisht
6	210MPLANUP023	Rizul Khanna
7	210MPLANUP011	Varun V Nair
8	210MPLANUP012	Varenya Warrior
9	210MPLANTP001	Aman Joy

Faculty Mentor: Asst Prof Ria Kapoor

S.No	Enrollment No.	Name of Student Mentee
1	210MPLANUP013	Hrishika Panwar
2	210MPLANUP024	Naman Golchha
3	210MPLANUP016	Davenshu Yadav
4	210MPLANUP017	Nishant Singh
5	210MPLANUP019	Rajender Singh
6	210MPLANUP003	Swati Dushyant Sisoudiya
7	210MPLANUP025	Anand Shrivastava
8	210MPLANUP014	Meenakshi Gaur

Faculty Mentor: Asst Prof Ishani Garg

S.No	Enrollment No.	Name of Student Mentee
1	220MPLAN001	Samiksha Gogoi
2	220MPLAN002	Nitesh Raghuwanshi
3	220MPLAN003	Architha M Riya
4	220MPLAN004	Tanmay Goyal
5	220MPLAN005	Prachi Vyas
6	220MPLAN006	Anukul Borgaohain
7	220MPLAN007	Himani Gautam
8	220MPLAN008	Rachna KS
9	220MPLAN009	Poorva Singh

Faculty Mentor: Asst Prof Ankita Srivastava

S.no	Enrollment No.	Name of Mentee
1	220MPLAN010	Shriraj Javia
2	220MPLAN011	Shrayansh Jain
3	220MPLAN012	Vipul Dubey
4	220MPLAN013	Dennies Daise Thomas
5	220MPLAN014	Midhunraj C T
6	220MPLAN015	Anjana Jayakumar
7	220MPLAN016	Ajay Dwivedi
8	220MPLAN017	Anshika Gangwar
9	220MPLAN018	Prakhar Gupta
10	220MPLAN019	Saumye Khanna

School Of Planning & Development
Sushant University
Gurugram (Haryana)

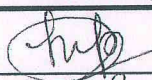
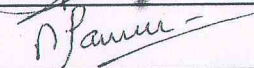
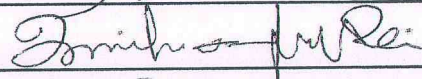

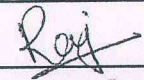

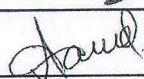
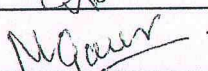


Prachi
KS

Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 11th May 2022
Meeting Venue/Room no.: A 007
Name of Faculty Mentor : Ria Kapoor
Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP013	HRISHIKA PANWAR	
2	210MPLANUP024	NAMAN GOLCHHA	
3	210MPLANUP016	DAVENSHU YADAV	
4	210MPLANUP017	NISHANT SINGH	
5	210MPLANUP019	RAJENDER SINGH	
6	210MPLANUP003	SWATI DUSHYANT SISOUDIYA	
7	210MPLANUP025	Anand Shrivastava	
8	210MPLANUP014	MEENAKSHI GAUR	

Session Agenda :

Internship

Points discussed:

They shared their concern for Internship in the Summer Break.

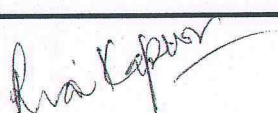
One student faced issue in coping up with the syllabus due to her absence being married and a mother.

Major issues	Action taken:
Some students could not find Internship yet.	The students were provided with the list of organisations to apply. They were guided to connect with the organisations.
One student, Meenakshi being a mother was finding difficult to cope up.	Meenakshi was guided and motivate to work hard and faculty members were informed the same. She was asked to be present whenever she may and faculty would take extra care.

Signature of Faculty Mentor

Date

12/05/22





Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 23rd March 2022
Meeting Venue/Room no.: A008
Name of Faculty Mentor : Ishani Garg
Program/Year/ Batch: M.Plan - Urban Planning/2nd Year/ 2020-22

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	200MPLUP018	Ellora Ghosh	<i>Ellora</i>
2	200MPLUP012	Shubhra Sharma	<i>SS</i>
3	200MPLUP019	Yashika Singhal	<i>Yashika</i>
4	200MPLUP001	Shoaib ul Islam	<i>Shoib</i>
5	200MPLUP007	Rahul Shamsundar Kasat	<i>Rahul</i>
6	200MPLUP015	Sheena Sharma	<i>Sheena</i>
7	200MPLUP021	Paras Mongia	<i>Paras</i>
8	200MPLUP025	Lokesh Meena	<i>Lokesh</i>

Session Agenda :

1. Placement and Strong Resume
2. Thesis Work

Points discussed:

This meeting was focussed on building up the resume so that all the aspiring graduates have a decent and updated CV to be shared with offices.

Also, focus was laid on having a strong LinkedIn Profile and cover letter were discussed.

Major issues	Action taken:
<ol style="list-style-type: none">1. Most of the students are concerned for placements. They do not know how to apply and work on the Industry Connect.2. Shoaib and Paras were slow with the progress of thesis work.3. Paras is unable to attend classes and slow with the Thesis work due to mental health issues	<ol style="list-style-type: none">1. A Placement Drive is being planned by the Placement Coordinator, Dr Himadri S Dey for providing a platform to our students.2. They were motivated to focus more.3. Paras was guided on how to cope up with the work and directed to the Thesis Coordinator for guidance.

Signature of Faculty Mentor
Date

24/03/22

Ishani



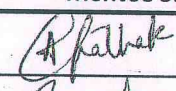
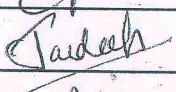
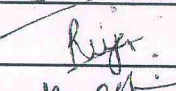
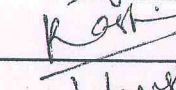
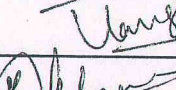

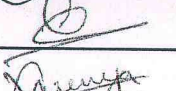

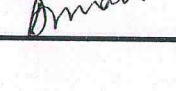
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Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 22nd September 2021
Meeting Venue/Room no.: A Block 015
Name of Faculty Mentor : Varsha Khetrpal
Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2021-22

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP002	ANTIMA PATHAK	
2	210MPLANUP010	JAIDEEP GILL	
3	210MPLANUP007	RIYA BENIWAL	
4	210MPLANUP009	RASHI SHARMA	
5	210MPLANUP006	VANSHIKA VASHISHT	
6	210MPLANUP023	RIZUL Khanna	
7	210MPLANUP011	VARUN V NAIR	
8	210MPLANUP012	VARENYA WARRIOR	
9	210MPLANTP001	AMAN JOY	

Session Agenda :

Start of course.
Initial settling time to students
Any Other Personal Issue

Topics discussed:

Academic level Issues, Handbook Lesson Plans, and course content.
Understanding of the new courses.
Issues during Site Visit.
Daily requirements of students.

Major issues

Lesson Plan of some visiting faculty was not shared.
Conduct of classes on fridays was a lag due to events and festivals

Action taken:

Faculty was asked to share the lesson plan at earliest.
Extra classes were organised.

Signature of Faculty Mentor
Date






Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 22nd September 2021
Meeting Venue/Room no.: A - 014
Name of Faculty Mentor : Harneet Kaur
Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP013	HRISHIKA PANWAR	<i>R. Pathak</i>
2	210MPLANUP024	NAMAN GOLCHHA	<i>Naman</i>
3	210MPLANUP016	DAVENSHU YADAV	<i>Davenshu</i>
4	210MPLANUP017	NISHANT SINGH	<i>Nishant</i>
5	210MPLANUP019	RAJENDER SINGH	ABSENT
6	210MPLANUP003	SWATI DUSHYANT SISOUDIYA	<i>Swati</i>
7	210MPLANUP025	Anand Shrivastava	<i>Anand</i>
8	210MPLANUP014	MEENAKSHI GAUR	<i>Meenakshi</i>

Session Agenda :

Student registration

Points discussed:

Students, ID, Emails and ERP logins

Major issues	Action taken:
Issue of the ID cards Activation of the Email ID's	Issue resolved

Signature of Faculty Mentor
Date

Harneet Kaur




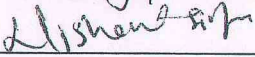
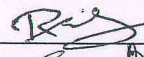
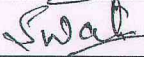

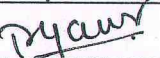


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Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 19th October 2022
Meeting Venue/Room no.:
Name of Faculty Mentor : Ria Kapoor
Program/Year/ Batch: M.Plan - Urban Planning/2nd Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP013	HRISHIKA PANWAR	
2	210MPLANUP024	NAMAN GOLCHHA	
3	210MPLANUP016	DAVENSHU YADAV	
4	210MPLANUP017	NISHANT SINGH	
5	210MPLANUP019	RAJENDER SINGH	
6	210MPLANUP003	SWATI DUSHYANT SISOUDEYA	
7	210MPLANUP025	ANAND SHRIVASTAVA	
8	210MPLANUP014	MEENAKSHI GAUR	

Session Agenda :

1. Understanding in Planning Studio
2. Research Paper





Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 19th October 22
Meeting Venue/Room no.:
Name of Faculty Mentor : Varsha Khetrapal
Program/Year/ Batch: M.Plan - Urban Planning/2nd Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP002	ANTIMA PATHAK	<i>Antima Pathak</i>
2	210MPLANUP010	JAIDEEP GILL	<i>Jaideep</i>
3	210MPLANUP007	RIYA BENIWAL	<i>Riya</i>
4	210MPLANUP009	RASHI SHARMA	<i>Rashi</i>
5	210MPLANUP006	VANSHIKA VASHISHT	<i>Vanishika</i>
6	210MPLANUP023	RIZUL Khanna	<i>Rizul</i>
7	210MPLANUP011	VARUN V NAIR	<i>Varun</i>
8	210MPLANUP012	VARENYA WARRIOR	<i>Varenya</i>
9	210MPLANTP001	AMAN JOY	<i>Aman</i>

Session Agenda :

Varun lost his mobile and shared the difficulties for the same.



Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development

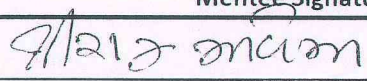
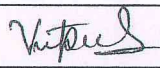





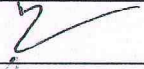

Date of Meeting : 23rd November, 2022 (3 pm to 5 pm)

Meeting Venue/Room no.:

Name of Faculty Mentor : Ankita Srivastava

Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2022-24

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	220MPLAN010	Shriraj Javia	
2	220MPLAN011	Shrayansh Jain	ABSENT
3	220MPLAN012	Vipul Dubey	
4	220MPLAN013	Dennies Daise Thomas	
5	220MPLAN014	Midhunraj C T	
6	220MPLAN015	Anjana Jayakumar	
7	220MPLAN016	Ajay Dwivedi	
8	220MPLAN017	Anshika Gangwar	
9	220MPLAN018	Prakhar Gupta	
10	220MPLAN019	Saumye Khanna	

Session Agenda :

- Discussion on the closing session of the semester.
- Studio progress submission & jury.



Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development

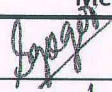

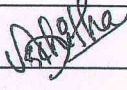
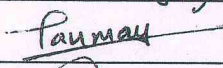

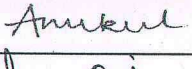
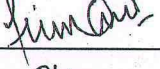

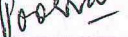
Date of Meeting : 23 November, 2022 (3pm to 5pm)

Meeting Venue/Room no.:

Name of Faculty Mentor : Ishani Garg

Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2022-24

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	220MPLAN001	Samiksha Gogoi	
2	220MPLAN002	Nitesh Raghuwanshi	
3	220MPLAN003	Architha M Riya	
4	220MPLAN004	Tanmay Goyal	
5	220MPLAN005	Prachi Vyas	
6	220MPLAN006	Anukul Borgaohain	
7	220MPLAN007	Himani Gautam	
8	220MPLAN008	Rachna KS	
9	220MPLAN009	Poorva Singh	

Session Agenda :

- Infrastructure not efficient in terms of
- Discussion with the students regarding academic and non-academic issues that they might be facing.


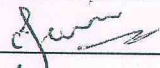
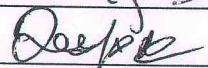


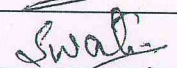

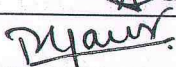


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Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 23rd November 2022
Meeting Venue/Room no.:
Name of Faculty Mentor : Ria Kapoor
Program/Year/ Batch: M.Plan - Urban Planning/2nd Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP013	HRISHIKA PANWAR	
2	210MPLANUP024	NAMAN GOLCHHA	
3	210MPLANUP016	DAVENSHU YADAV	
4	210MPLANUP017	NISHANT SINGH	
5	210MPLANUP019	RAJENDER SINGH	
6	210MPLANUP003	SWATI DUSHYANT SISOUDEYA	
7	210MPLANUP025	ANAND SHRIVASTAVA	
8	210MPLANUP014	MEENAKSHI GAUR	

Session Agenda : Attendance, Final Internal examination,
Thesis in next semester







Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 23rd Nov '22
Meeting Venue/Room no.:
Name of Faculty Mentor : Varsha Khetrapal
Program/Year/ Batch: M.Plan - Urban Planning/2nd Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP002	ANTIMA PATHAK	<i>Antima Pathak</i>
2	210MPLANUP010	JAIDEEP GILL	<i>Jaideep</i>
3	210MPLANUP007	RIYA BENIWAL	<i>Riya</i>
4	210MPLANUP009	RASHI SHARMA	<i>Rashi</i>
5	210MPLANUP006	VANSHIKA VASHISHT	<i>Vanshika</i>
6	210MPLANUP023	RIZUL Khanna	<i>Rizul</i>
7	210MPLANUP011	VARUN V NAIR	<i>Varun</i>
8	210MPLANUP012	VARENYA WARRIOR	<i>Varenya</i>
9	210MPLANTP001	AMAN JOY	<i>Aman</i>

Session Agenda :

Students discussed about the publication and its challenges.



NE

OFFICE NOTE**Subject: Mentor Mentee Allocation for Even Semester 2022-23**

Ref: SAA/OO/Jan 2023/03

Date: 9th January 2023

Student mentoring in the Department of Planning and Development, SAA Sushant University, is defined as a one-to-one relationship between a student and the mentor during their journey with the institute. The mentor provides consistent support, guidance and concrete help to a student and tries to be a positive support to them. Students in their college years go through various ups and downs, they may be going through a difficult and/or challenging situation, a period of life in which they need extra support, or they may simply need to have another significant adult present in their life. The goal of the student mentoring programme is to help all students involved who are participating in the mentoring programme develop the skills and confidence they need to be responsible for their own futures, and reach their full academic and personal potential. The School tries to ensure that all learners receive the care, guidance and support necessary to maintain and extend their personal development and academic progress. The Mentor Mentee programme enables them to experience inclusive space with academic growth along with skills development.

All mentors shall ensure interaction with their respective mentee. The mentors shall ensure minimum one meeting with mentee every month. The agenda for meeting should be fixed beforehand. The meetings shall be conducted in-person.

The schedule for odd semester (January to April 2023) is mentioned below:

SCHEDULE FOR MENTOR MENTEE SESSION IN EVEN SEMESTER 2022-23			
S.No.	Date	Day	Time
1	18th January 2023	Wednesday	2 to 5 pm
2	22nd February 2023	Wednesday	2 to 5 pm
3	22nd March 2023	Wednesday	2 to 5 pm
4	12th April 2023	Wednesday	2 to 5 pm

The mentor- mentee allocation list is attached as Annexure.



Col Virendra Malik
Dean, Department of Planning and Development,
School of Art and Architecture



Annexure: Mentor Mentee Allocation List Even Semester 2022-23

Faculty Mentor: Asso Prof Varsha Khetrapal

S.No	Enrollment No.	Name of Student Mentee
1	210MPLANUP002	Antima Pathak
2	210MPLANUP010	Jaideep Gill
3	210MPLANUP007	Riya Beniwal
4	210MPLANUP009	Rashi Sharma
5	210MPLANUP006	Vanshika Vashisht
6	210MPLANUP023	Rizul Khanna
7	210MPLANUP011	Varun V Nair
8	210MPLANUP012	Varenya Warrior
9	210MPLANTP001	Aman Joy

Faculty Mentor: Asst Prof Ria Kapoor

S.No	Enrollment No.	Name of Student Mentee
1	210MPLANUP013	Hrshika Panwar
2	210MPLANUP024	Naman Golchha
3	210MPLANUP016	Davenshu Yadav
4	210MPLANUP017	Nishant Singh
5	210MPLANUP019	Rajender Singh
6	210MPLANUP003	Swati Dushyant Sisoudiya
7	210MPLANUP025	Anand Shrivastava
8	210MPLANUP014	Meenakshi Gaur

Faculty Mentor: Asst Prof Ishani Garg

S.No	Enrollment No.	Name of Student Mentee
1	220MPLAN001	Samiksha Gogoi
2	220MPLAN002	Nitesh Raghuwanshi
3	220MPLAN003	Architha M Riya
4	220MPLAN004	Tanmay Goyal
5	220MPLAN005	Prachi Vyas
6	220MPLAN006	Anukul Borgaohain
7	220MPLAN007	Himani Gautam
8	220MPLAN008	Rachna KS
9	220MPLAN009	Poorva Singh

Faculty Mentor: Asst Prof Ankita Srivastava




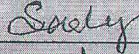
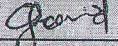
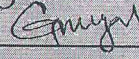

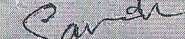
S.no	Enrollment No.	Name of Mentee
1	220MPLAN010	Shriraj Javia
2	220MPLAN011	Shrayansh Jain
3	220MPLAN012	Vipul Dubey
4	220MPLAN013	Dennies Daise Thomas
5	220MPLAN014	Midhunraj C T
6	220MPLAN015	Anjana Jayakumar
7	220MPLAN016	Ajay Dwivedi
8	220MPLAN017	Anshika Gangwar
9	220MPLAN018	Prakhar Gupta
10	220MPLAN019	Saumye Khanna



Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 23rd ~~March~~ 2022 February
Meeting Venue/Room no.: A009
Name of Faculty Mentor : Ankita P Srivastava
Program/Year/ Batch: M.Plan - Urban Planning/2nd Year/ 2020-22

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	200MPLUP017	Anshuman Kumar	
2	200MPLUP022	Anisha Sharma	
3	200MPLUP020	Diksha Tiwari	
4	200MPLUP024	Sartaj Singh	
5	200MPLUP006	Govind Sharma	
6	200MPLUP003	Garima Munjal	
7	200MPLUP005	Kartik Vasisht	
8	200MPLUP010	Sananda Kundu	

Session Agenda :

This meeting was focussed on CV and resume so that all the students have a decent and updated CV to be shared with offices.

Also, LinkedIn Profile and cover letter were discussed.

Points discussed:

1. Most of the students raised their concern for placements.
2. Two students are facing issues regarding thesis work.

Major issues	Action taken:
<p>1. Most of the students are concerned for placements. They do not know how to apply and work on the Industry Connect.</p> <p>2. One student, Anisha is inactive and slow with the progress of her thesis work due to her mother's health.</p> <p>3. Sartaj is unable to attend classes and slow with the Thesis work.</p>	<p>1. A Placement Drive is being planned by the Placement Coordinator, Dr Himadri S Dey for providing a platform to our students.</p> <p>2. Anisha was helped with special permission to discuss online with the Thesis Guide so that she can manage both, her family and studies.</p> <p>3. Sartaj was guided on how to cope up with the work and directed to the Thesis Coordinator for guidance.</p>

Signature of Faculty Mentor

Date

24/03/22

Session Report for Mentor – Mentee Meeting



Name of the Institution : School of Planning and Development
 Date of Meeting : 23rd March 2022
 Meeting Venue/Room no.: A008
 Name of Faculty Mentor : Ishani Garg
 Program/Year/ Batch: M.Plan - Urban Planning/2nd Year/ 2020-22

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	200MPLUP018	Ellora Ghosh	<i>Ellora</i>
2	200MPLUP012	Shubhra Sharma	<i>SS</i>
3	200MPLUP019	Yashika Singhal	<i>Yashika</i>
4	200MPLUP001	Shoaib ul Islam	<i>Shoib</i>
5	200MPLUP007	Rahul Shamsundar Kasat	<i>Rahul</i>
6	200MPLUP015	Sheena Sharma	<i>Sheena</i>
7	200MPLUP021	Paras Mongia	<i>Paras</i>
8	200MPLUP025	Lokesh Meena	<i>Lokesh</i>

Session Agenda :

1. Placement and Strong Resume
2. Thesis Work

Points discussed:

This meeting was focussed on building up the resume so that all the aspiring graduates have a decent and updated CV to be shared with offices.
 Also, focus was laid on having a strong LinkedIn Profile and cover letter were discussed.

Major issues	Action taken:
<ol style="list-style-type: none"> 1. Most of the students are concerned for placements. They do not know how to apply and work on the Industry Connect. 2. Shoaib and Paras were slow with the progress of thesis work. 3. Paras is unable to attend classes and slow with the Thesis work due to mental health issues 	<ol style="list-style-type: none"> 1. A Placement Drive is being planned by the Placement Coordinator, Dr Himadri S Dey for providing a platform to our students. 2. They were motivated to focus more. 3. Paras was guided on how to cope up with the work and directed to the Thesis Coordinator for guidance.

Signature of Faculty Mentor

Date

24/03/22

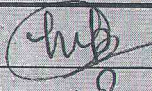
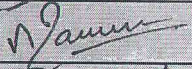
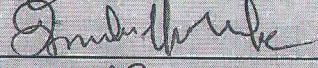
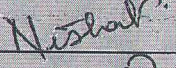
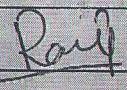

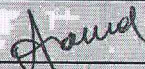



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Session Report for Mentor – Mentee Meeting

Name of the Institution : School of Planning and Development
Date of Meeting : 23rd March 2022
Meeting Venue/Room no.: A 007
Name of Faculty Mentor : Ria Kapoor
Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP013	HRISHIKA PANWAR	
2	210MPLANUP024	NAMAN GOLCHHA	
3	210MPLANUP016	DAVENSHU YADAV	
4	210MPLANUP017	NISHANT SINGH	
5	210MPLANUP019	RAJENDER SINGH	
6	210MPLANUP003	SWATI DUSHYANT SISOUDIYA	
7	210MPLANUP025	Anand Shrivastava	
8	210MPLANUP014	MEENAKSHI GAUR	

Session Agenda :

Internship

Points discussed:

They shared their concern for Internship in the Summer Break.
Infrastructure issues were raised.

Major issues	Action taken:
The students had very less idea about how to apply for Internship hence were worried. They raised issues regarding lack of chairs in the classroom.	A workshop of CV and Portfolio was organised in the same to help the students with the Internship. The issue was raised to the facility department.

Signature of Faculty Mentor
Date

24/03/22

Session Report for Mentor – Mentee Meeting



Name of the Institution : School of Planning and Development
 Date of Meeting : 27th April 2022
 Meeting Venue/Room no.: A 007
 Name of Faculty Mentor : Ria Kapoor
 Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP013	HRISHIKA PANWAR	
2	210MPLANUP024	NAMAN GOLCHHA	
3	210MPLANUP016	DAVENSHU YADAV	
4	210MPLANUP017	NISHANT SINGH	
5	210MPLANUP019	RAJENDER SINGH	
6	210MPLANUP003	SWATI DUSHYANT SISOUDIYA	
7	210MPLANUP025	Anand Shrivastava	
8	210MPLANUP014	MEENAKSHI GAUR	

Session Agenda :

Internship

Points discussed:

They shared their concern for Internship in the Summer Break.
 One student faced issue in coping up with the syllabus

Major issues

The students had query regarding the appropriate firms for Internship.

One student, Anand being from a different discipline background was finding difficult to cope up.

Action taken:

The students were provided with the list of organisations to apply.

Anand was guided and motivate to work hard and faculty members were informed the same.

Signature of Faculty Mentor

Date

28/4/22

Sushant University

Academic Year

2021-2022



Ne

Session Report for Mentor – Mentee Meeting

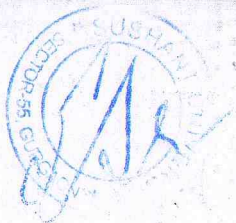
Name of the Institution : School of Planning and Development
Date of Meeting : 15th Dec 2021
Meeting Venue/Room no.: A - 013
Name of Faculty Mentor : Kankan Kataria
Program/Year/ Batch: M.Plan - Urban Planning/2nd Year/ 2020-22

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	200MPLUP018	Ellora Ghosh	<i>Ellora</i>
2	200MPLUP012	Shubhra Sharma	<i>SS</i>
3	200MPLUP019	Yashika Singhal	<i>Yashika</i>
4	200MPLUP001	Shoaib ul Islam	<i>Shoaib</i>
5	200MPLUP007	Rahul Shamsundar Kasat	<i>Rahul</i>
6	200MPLUP015	Sheena Sharma	<i>Sheena</i>
7	200MPLUP021	Paras Mongia	<i>Paras</i>
8	200MPLUP025	Lokesh Meena	<i>Lokesh</i>
9	200MPLUP017	Anshuman Kumar	<i>Anshuman</i>
10	200MPLUP022	Anisha Sharma	<i>— Absent —</i>
11	200MPLUP020	Diksha Tiwari	<i>Diksha</i>
12	200MPLUP024	Sartaj Singh	<i>Sartaj</i>
13	200MPLUP006	Govind Sharma	<i>Govind</i>
14	200MPLUP003	Garima Munjal	<i>Garima</i>
15	200MPLUP005	Kartik Vasisht	<i>Kartik</i>
16	200MPLUP010	Sananda Kundu	<i>Sananda</i>
Session Agenda :			
Conduct of classes during covid			
Points discussed:			
Students were not keeping well due to covid			
Major issues		Action taken:	
Students were not keeping well due to covid		Students were counselled and given help to recover. Relaxation in attendance was given to the affected ones.	

Signature of Faculty Mentor
Date

Kankan



NE

Session Report for Mentor – Mentee Meeting



Name of the Institution : School of Planning and Development
 Date of Meeting : 15th December 2021
 Meeting Venue/Room no.: A Block 015
 Name of Faculty Mentor : Varsha Khetrapal
 Program/Year/ Batch: M.Plan - Urban Planning/1st Year/ 2021-23

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210MPLANUP002	ANTIMA PATHAK	
2	210MPLANUP010	JAIDEEP GILL	
3	210MPLANUP007	RIYA BENIWAL	
4	210MPLANUP009	RASHI SHARMA	
5	210MPLANUP006	VANSHIKA VASHIST	
6	210MPLANUP023	RIZUL KHANNA	
7	210MPLANUP011	VARUN V NAIR	
8	210MPLANUP012	VARENIA WARRIOR	
9	210MPLANTP001	AMAN JOY	

Session Agenda :

Covid 19

Points discussed:

Students wanted Online sessions.

Support was given to the students for recover and other needs during covid infection

Major issues

Online classes due to covid
 Covid support

Action taken

Classes and exams were conducted online
 regular phone calls to the students, and support organised
 from the department.

Signature of Faculty Mentor

Date

