



Criteria 2.3. Teaching -Learning Process

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

Issues raised and resolved in the mentor mentee system

|| Sushant || University

**Academic Year
2023-2024**

Session Report for Mentor – Mentee Meeting



Name of the Institution : School of Business

Date of Meeting : 28/2/23

Meeting Venue/Room no.: D-410

Name of Faculty Mentor : Dr. Richa N. Agarwal

Program/Year/ Batch: BCOM/2023/IV

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	2108COMH047	Amisha Nain	Amisha
2	2108COMH051	Deepak Ambawat	Deepak Ambawat
3	2108COMH051	Ajay Yadav	Ajay
4	2108COMH048	Ashish Yadav	Ashish
5	2108COMH049	Anand Singh	Anand
6	2108COMH046	Aksh Chauhan	Aksh
7	2108COMH015	Deepanshi Jhamb	Deepanshi
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Associate Dean

School Of Business
Sushant University
Sec-55, Gurugram Haryana

Annexure A

FORM MENTOR MENTEE CONSOLIDATED DETAILS

NAME - Deepanshi Thamb
 Roll No - 210B60M H015

S.No	HEAD	Details Required
1	Personal Email Id	Deeptjthamb0@gmail.com
2	Admission Category	General
3	Category Certificate submitted	General
4	Caste	
5	Religion	Hindus
6	Father's Name	Ashok Thamb
7	Contact No.	9873680290
8	Father's Email id	ashokj@gmail.com
9	Mother's Name	Renu
10	Contact No	8010463522
11	Mother's Email id	renu21@gmail.com
12	Permanent Address	213/H sector-6, Bhim nagar, Ggn
13	Local Address	Same as above
14	Area of interest	Entrepreneurship

Session Agenda :

Have an interaction about their studies, personal issues (if those are interfering with academic performance), offer advice and guidance for the same.

Points discussed:

- Discussed about participation in the class and club activities.
- Washrooms hygiene.
- Timetable issues.

Major issues	Action taken:
- Not any major issue	tried to explain them about the importance of college activities and classes.

Signature of Faculty Mentor

28-2-23

Associate

Dean
School of Distance
Education



Resolution Individual Student

Name of the School : School of Business
Meeting Venue/Room no.: D-410
Name of Faculty Mentor: Dr. Richa M. Agarwal
Program/Year/ Batch: 2021-24
Name of the Mentee: Deepanshi Thamb
Enrollment No. 210B Com 11615

Issue / Concerns:

Date:

28/2/23

There is a lot of gap b/w the classes which leads to the ^{waste} time as after 1 class there is a gap of 1hr.

Resolution:

Date:

28/2/23

The gaps has been identified and minimized.

Signature of Mentee

Signature of Faculty Mentor

Session Report for Mentor – Mentee Meeting



Name of the Institution : School of Business

Date of Meeting : 14th April 2023

Meeting Venue/Room no.: D-409

Name of Faculty Mentor : Dr. Gurjan A. Rana

Program/Year/ Batch: BBA / 2nd Year / 2021

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210BBAN005	Parag Jain	
2	210BBAN050	Parth Sharma	Absent
3	210BBAN021	Prince Dussel	Prince
4	210BBAN033	Rahul Yadav	
5	210BBAN013	Rohan Kataria	Rohan Kataria
6	210BBAN027	Shristi	Absent
7	210BBAN038	Shubh	
8	210BBAN046	Tannu	
9	210BBAN019	Yudishree	Yudishree
10	221BBAN001	Aashay	Aashay
11	210BBAN013	Muskan Yadav	
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Annexure A

FORM MENTOR MENTEE CONSOLIDATED DETAILS

NAME - Tanu
Roll No 210BBAW046

S.No	HEAD	Details Required
1	Personal Email I.d	Tanagarwal0903@gmail
2	Admission Category	General
3	Category Certificate submitted	General
4	Caste	Baniya
5	Religion	Hinduism
6	Father's Name	Satyanarayan Agarwal
7	Contact No.	9811357551
8	Father's Email i.d	Snagarwal1973@gmail.com
9	Mother's Name	Meenu Agarwal
10	Contact No	7982807837
11	Mother's Email id	meenuagarwal@gmail.com
12	Permanent Address	394/11 New Colony, Agn Haryana
13	Local Address	Same as above
14	Area of interest	Finance

Session Agenda :

1. Submission of assignment & Assessment
2. Exam End related issues
3. Selection of Specialization
4. Summer Internship

Points discussed:

1. Late submission should be avoided and meeting of deadline should be preferred.
2. Planning of End Term exam subject wise should be done.
3. Looking at the Interest the student should decide about Specialization
4. Start applying for Internship as offered by CRC

Major Issues

- Class end Term
- SIP
- Specialization

Action taken:

- Prepare for End Term
- apply for companies
- Look at your Interest

Signature of Faculty Mentor



School of Business
Sushant University
Sec-55, Gurugram

Resolution Individual Student

Name of the School : School of Business
Meeting Venue/Room no.: D-409
Name of Faculty Mentor: Dr. Gurjau A. Rane
Program/Year/ Batch: BBA 22+25
Name of the Mentee: Tanu.
Enrollment No.

Issue / Concerns:	Date:
Unable to finalize the specialized due to lot of confusion	

Resolution:	Date:
Concussed and explained a special with the future perspective. Now she has decided.	

Signature of Mentee

Signature of Faculty Mentor

Aug - 3

Session Report for Mentor – Mentee Meeting

Name of the School : School of Business
Date of Meeting : 24/11/2023
Meeting Venue/Room no.: D-405
Name of Faculty Mentor : Dr. Alw K. Aganwal
Program/Year/ Batch : MBA 2023-25

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	230MBA005	Esha Bhatnagar	Esha Bhatnagar
2	230MBA011	Tarun Tyagi	Tarun Tyagi
3	230MBA018	Simran Gaur	Simran Gaur
4	230MBA009	Anubhav Kukner	Anubhav Kukner
5	230MBA001	Vishal K. Jain	Vishal K. Jain
6	230MBA019	Yash Yadav	Yash Yadav
7	230MBA012	Rohit Malik	Rohit Malik
8	230MBA010	Pratibha	Pratibha
9	230MBA024	Swasthi K	Swasthi K
10	230MBA026	Anuj	Anuj
11	230MBA022	Bharti	Bharti
12	230MBA021	Shubham	Shubham
13	230MBA008	Kusum	Kusum
14	230MBA023	Harshita	Harshita
15	230MBA014	Sonam	Sonam
16	230MBA016	Lavisha	Lavisha
17	230MBA004	Bhawish	Bhawish
18			



Annexure A

FORM MENTOR MENTEE CONSOLIDATED DETAILS

NAME- Rohit Malik

Roll No- 230MBA012

S.No	HEAD	Details Required
1	Personal Email I.d	rohitmlk685@gmail.com
2	Admission Category	General
3	Category Certificate submitted	General
4	Caste	
5	Religion	Hinduism
6	Father's Name	Surender Malik
7	Contact No.	9599227374
8	Father's Email i.d	surendermalik@gmail.com
9	Mother's Name	Suman Malik
10	Contact No	9910117265
11	Mother's Email id	smn.mlk@gmail.com
12	Permanent Address	529/17 Arya Nagar Thajpur
13	Local Address	Same as permanent
14	Area of interest	Project Management



Annexure A

FORM MENTOR MENTEE CONSOLIDATED DETAILS

NAME - Simran Gaurba

Roll No - 230 MBA 018

S.No	HEAD	Details Required
1	Personal Email I.d	Simran.gaurba.sg@gmail.com
2	Admission Category	General
3	Category Certificate submitted	General
4	Caste	Punjabi
5	Religion	Hinduism
6	Father's Name	Sanjeev Gaurba
7	Contact No.	704275516
8	Father's Email i.d	Sanjeevgaurba@gmail.com
9	Mother's Name	Monica Gaurba
10	Contact No	7054325178
11	Mother's Email id	monicegaurb.mg@gmail.com
12	Permanent Address	41/18 Near Tikona park, Laxmi Garden, Gurgaon
13	Local Address	Same as above
14	Area of interest	Preparation of govt. exam

Session Agenda.

1. Review/Status of Previous Meeting
2. Status of SWOT Analysis.
3. Status of MOOC Courses
4. Identification of learning opportunities

Points discussed:

All above points have been discussed.

Major Issues

1. Slow movement of MOOC courses.

2. Identification of learning opportunities

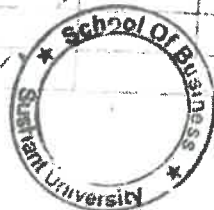
Action taken:

1. Prof. Anchal has guided the students.

2. Move learning platform's linked were shared with students.

Signature of Faculty Mentor

[Signature]



Resolution - Individual Student

Sushant
University

Annexure I

Resolution Individual Student

Name of the School : School of Business
Meeting Venue/Room no.: D-405
Name of Faculty Mentor : Dr. Atul Kumar Agarwal
Program/Year/ Batch:
Name of the Mentee: Rohit Mallick
Enrollment No. 230NB A012

Issue / Concerns:	Date: 24/11/23
Student was feeling emotionally low due to ongoing family conflict, affecting focus & motivation in class.	
Resolution:	Date: 24/11/23
Faculty provided a safe space to talk, encouraged open expression, & recommended deep breathing techniques. Suggest focussing on controllables.	

Signature of Mentee

Signature of Faculty Mentor



Session Report for Mentor – Mentee Meeting

Name of the School : School of Business

Date of Meeting: 14/09/2023

Meeting Venue/Room no.: 413 A

Name of Faculty Mentor: Dr. Gurjan A Rao

Program/Year/ Batch: BBA Sem 3 (2022)

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	220BBA018	Parth Kataria	P.k.
2	220BBA068	Monika	Monika
3	220BBA065	Pramish	Pramish
4	220BBA053	Neha	Neha
5	220BBA022	Nitish	Nitish
6	220BBA061	Priyanshu	Priyanshu
7	220BBA073	Sagar	Sagar
8	220BBA066	Ritik	Ritik
9	220BBA041	Parag	Parag
10	220BBA086	Ritu Taran	Ritu Taran
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Annexure A

FORM MENTOR MENTEE CONSOLIDATED DETAILS

NAME - Neha

Roll No - 220BBA053

S.No	HEAD	Details Required
1	Personal Email I.d	nehajain3223@gmail--
2	Admission Category	General
3	Category Certificate submitted	General
4	Caste	=
5	Religion	Hinduism
6	Father's Name	Vikas
7	Contact No.	7843218140
8	Father's Email i.d	vikas9143@gmail.or
9	Mother's Name	Rupa
10	Contact No	8432109821
11	Mother's Email id	ssrupa@gmail.or
12	Permanent Address	99, Jal Vikas colony, Tharwa, Chugawan, Haryana
13	Local Address	-
14	Area of interest	Financial Modeling

Session Agenda:

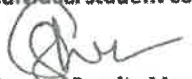
- Academic performance in last semester
- Current Academic Session Classes
- Attendance in Class
- Personal agenda

Points discussed:

- The students have mentioned that their academics are going good.
- The Time table class gap was mentioned by the students
- Attendance was quite satisfactory
- Personal level they are quite happy with things

Major Issues	Action taken:
- Time table gap	Mentioned the same to Time table in charge she will see if any thing can be done in this regard as it is already well enough Time table

For individual student concerns annexures are attached.


Signature of Faculty Mentor



Session Report for Mentor – Mentee Meeting

Name of the School : School of Business

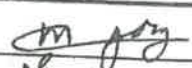
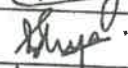
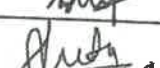
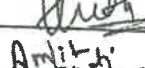
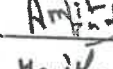
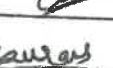
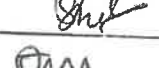
Date of Meeting: 5th Feb. 2024

Meeting Venue/Room no.: D-409

Name of Faculty Mentor: Dr. Kavita

Program/Year/ Batch: BBA/3rd Year / 2021

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	210BBAF001	Mohish Garg	
2	210BBADM018	Sakshya Sharma	
3	210BBADM001	Shweta Sharma	
4	210BBADM011	Amit Bhati	
5	210BBADM012	Manish Yadav	
6	210BBADM015	Jatin Menlawat	
7	210BBAF011	Chirag Sethi	
8	210BBADM003	Saurav Kumar	
9	210BBAF010	Shaheen Siddiqui	
10	210BBAF009	Tushar Ghosh	
11	210BBADM007	Yash Behl	
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Dean
School Of Business
Sushant University
Sec-53 Gurugram Haryana

Annexure A

FORM MENTOR MENTEE CONSOLIDATED DETAILS

NAME - Sabhya Sharma
Roll No - 210 BBADM018

S.No	HEAD	Details Required
1	Personal Email I.d	Sabhya.2323@gmail.com
2	Admission Category	General
3	Category Certificate submitted	General
4	Caste	Brahman
5	Religion	Hinduism
6	Father's Name	Sudhanshu Potkriyal
7	Contact No.	9711601127
8	Father's Email i.d	SPotkriyal@gmail.com
9	Mother's Name	Ritu Sharma
10	Contact No	8279414692
11	Mother's Email id	Ritu.Sabhya@gmail.com
12	Permanent Address	B6-002 World Spices Gurgaon
13	Local Address	Same as above.
14	Area of interest	Entrepreneurship

Session Agenda:

- 5th Sem Results
- Conduct of classes
- Participation in Samatrix Event.

Points discussed:

- Overall the results of most of the students were better in comparison to previous sem.
- Online classes ~~were~~ are not being scheduled as per the TT.
- The importance and relevance of Samatrix was discussed & students were encouraged to ensure their participation.

Major issues	Action taken:
* Online classes are not taking place as per the schedule.	* mail dropped to concerned person.
* The student (Sashya) has not received the cash prize for winning.	* mail dropped to event organizer.
* Delay & her content is not uploaded on social media.	* mail dropped to social media coordinator.
* Room Allocation for Online classes.	mail dropped to TT coordinator.


Signature of Faculty Mentor



✓
Dear,
School Of Business
Sushant University
Sec-53, Gurugram Haryana

Kanika Sachdeva <kanikasachdeva@sushantuniversity.edu.in>

Room Allocation for Online classes - Feedback during Mentoring Session

Kanika Sachdeva <kanikasachdeva@sushantuniversity.edu.in>

Mon, Feb 5, 2024 at 12:13 PM

To: Farhana Mariyam <farhanamariyam@sushantuniversity.edu.in>, Dean SSB Office
<deanssboffice@sushantuniversity.edu.in>

Cc: Dean SSB <deanssb@sushantuniversity.edu.in>

Dear Ms. Farhana & Ms. Monica,

During the mentoring session today, it has been reported by the students that they require a dedicated room for online classes.

Therefore, you are requested to do the needful and communicate the same to the students

Thanks and Regards,

Dr. Kanika Sachdeva
Associate Professor

School of Business

Sushant
University

Gurugram, Haryana



Kanika Sachdeva <kanikasachdeva@sushantuniversity.edu.in>

Feedback during Mentoring Session - Conduct of Online Classes

Kanika Sachdeva <kanikasachdeva@sushantuniversity.edu.in>

Mon, Feb 5, 2024 at 12:17 PM

To: Suman Dahiya <sumandahiya@sushantuniversity.edu.in>

Cc: Dean SSB Office <deanssboffice@sushantuniversity.edu.in>, Dean SSB <deanssb@sushantuniversity.edu.in>

Dear Ma'am,

During the mentoring session today, it has been reported by the students that the online classes by ImaginXp & UpGrad are not being held as per the schedule

Therefore, you are requested to kindly look into the matter.

Thanks and Regards,

Dr. Kanika Sachdeva
Associate Professor

School of Business

Sushant
University

Gurugram, Haryana



Kanika Sachdeva <kanikasachdeva@sushantuniversity.edu.in>

Feedback during Mentoring Session - Post Event Concerns (UDAYA)

Kanika Sachdeva <kanikasachdeva@sushantuniversity.edu.in>

Mon, Feb 5, 2024 at 12:28 PM

To: Deepti Sehrawat <deeptisehrawat@sushantuniversity.edu.in>, Swati Shrivastava

<swatishrivastava@sushantuniversity.edu.in>, Priyanka Pradhan <priyankapradhan@sushantuniversity.edu.in>, Aanchal Dangwal <aanchaldangwal@sushantuniversity.edu.in>

Cc: Dean GSB Office <deanssboffice@sushantuniversity.edu.in>, Dean SSB <deanssb@sushantuniversity.edu.in>

Dear All,

- During the mentoring session today, the below given points were reported by our BBA student Sabhya who has secured second position in UDAYA:
1. She hasn't been awarded with the cash prize yet - Request Dr. Deepti & Dr. Swati to look into the matter and do the needful.
 2. She was asked to record the event experience bytes and she had shared the same, however it is still not uploaded on social media platform - Request Dr. Priyanka & Ms. Aanchal to look into the matter and do the needful.

Thanks and Regards,

Dr. Kanika Sachdeva
Associate Professor

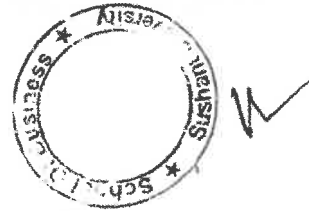
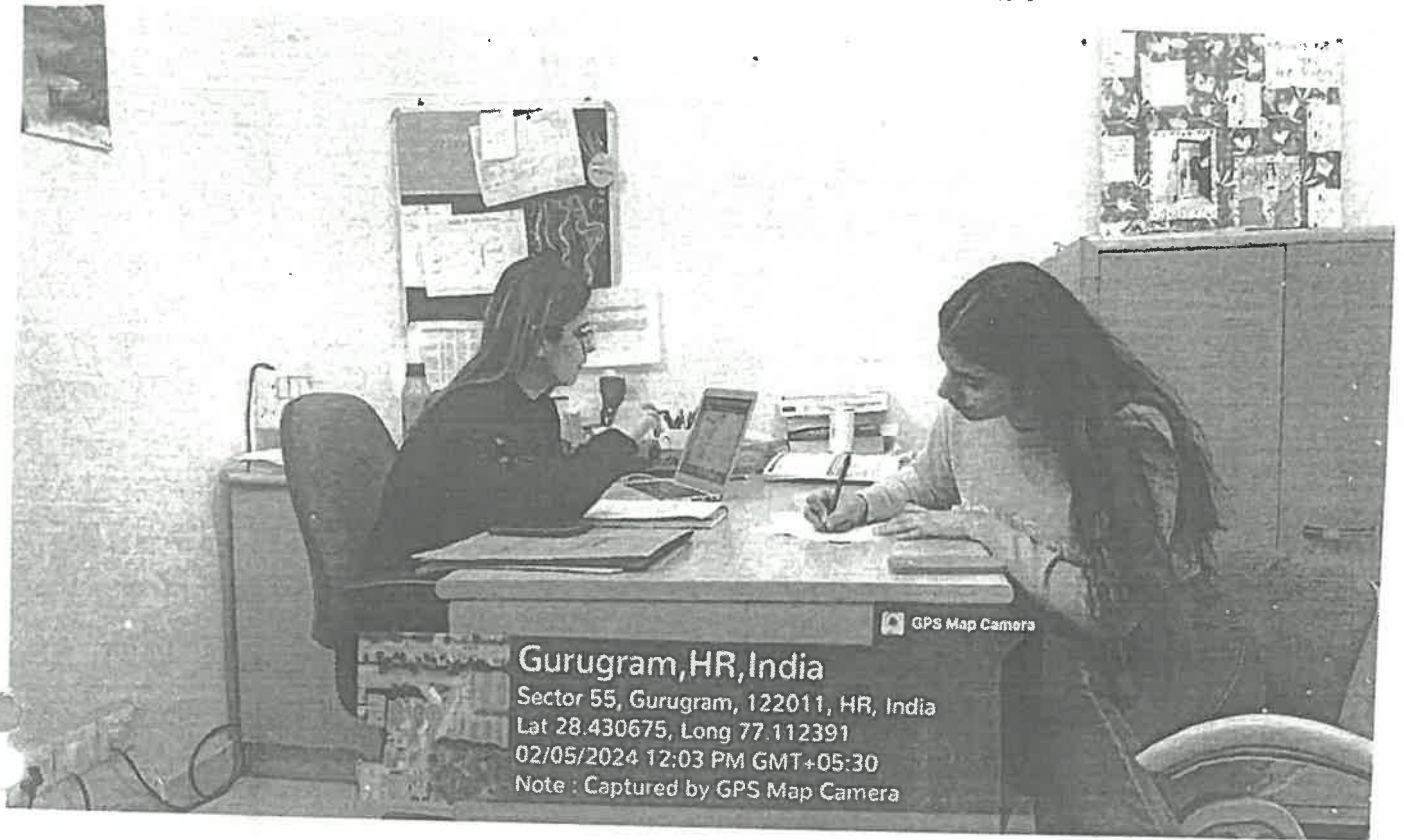
School of Business

Sushant
University
WISDOM BEGETS KNOWLEDGE

Gurgaon, Haryana







Resolution Individual Student

Name of the School : School of Business
Meeting Venue/Room no.: D-409
Name of Faculty Mentor : Dr. Kowls
Program/Year/ Batch: BBA-2021-24
Name of the Mentee: Sabhya Sharma
Enrollment No.

Issue / Concerns:	Date: 5/2/24
She has not received the cash prize she has been awarded in Udaye.	
Resolution:	Date: 11/2/24
She received the cash prize	

Signature of Mentee

Signature of Faculty Mentor

Session Report for Mentor – Mentee Meeting

Name of the School : School of Business
Date of Meeting: 25/1/24
Meeting Venue/Room no.: 408
Name of Faculty Mentor: Dr. Nidhi Chowdhry
Program/Year/Batch: BEA, Sem II

Attendance Sheet

S.no	Enrollment No.	Name of Mentee	Mentee Signature
1	230BBA056	Ayush Kumar	Ayush
2	230BBA049	Khushi Tyagi	Khushi
3	230BBA091	Gaurav Tyagi	Gaurav
4	230BBA076	Alok Mehta	Alok
5	230BBA099	DEVESH	Devash
6	230BBA060	Anu Bansal	Anu
7	230BBA045	Komal Bhat	Komal Bhat
8	230BBA091	Pratishtha Goyal	Pratishtha
9	230BBA092	MANAV	Manav
10	230BBA061	Komal Bansal	Komal
11	230BBA059	Ankit Khandel	Ankit
12	230BBA089	Navi Rajput	Navi Rajput
13	230BBA016	Harsh Goyal	Harsh
14	230BBA104	Gaurav Yadav	Gaurav Yadav
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Dean
School Of Business
Sushant University
Sec-55, Gurugram Haryana

Annexure A

FORM MENTOR MENTEE CONSOLIDATED DETAILS

NAME - Komal Bansal

Roll No - 230 BBA011

S.No	HEAD	Details Required
1	Personal Email I.d	Komalieneer191@gmail.
2	Admission Category	General
3	Category Certificate submitted	General
4	Caste	Baniya
5	Religion	Hinduism
6	Father's Name	Gauri Shankar
7	Contact No.	7824319821
8	Father's Email i.d	Shankar@gmail.com
9	Mother's Name	Sunita
10	Contact No	8543210122
11	Mother's Email id	Sunita17@gmail.com
12	Permanent Address	Dhigawa Jatan (38) Buwani
13	Local Address	H-40/17, Ajeeta Colony Gau.
14	Area of interest	Business Analysis



Session Agenda:

1. Filling up of Mentee application
2. Filling up non-disclosure agreement
3. Understanding the academic and personal goals

Points discussed:

1. Gaining clarity of the academic & personal goals of the mentee
2. Understand any academic issues faced by mentee
3. Setting agenda and plan for the next month.

Major issues

1. Infrastructure
2. Toilets
3. Lifts

Action taken:

message given to
Dean office & Facility
Team.

For individual student concerns annexures are attached.

Signature of Faculty Mentor



Dean
School of Business
Sushant University
Sec-17 Gurgaon Haryana



GPS Map Camera

Gurugram, HR, India

Sector 55, Gurugram, 122011, HR, India

Lat 28.430831, Long 77.112328

01/25/2024 12:02 GMT+05:30

Note : Captured by GPS Map Camera

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Resolution Individual Student

Name of the School : School of Business
Meeting Venue/Room no.: D-408
Name of Faculty Mentor : Dr. Nidhi Chaudhary
Program/Year/ Batch: Komel Bausel
Name of the Mentee: 230B5A04
Enrollment No.

Issue / Concerns:	Date: 25/11/24
Student expressed anxiety about upcoming exams, fearing underperformance due to lack of prep & peer pressure.	
Resolution:	Date: 25/11/24
Advised the student to follow a structured revision plan, practice mindfulness techniques & focus on progress over perfection. Shared tips on managing time & expectations positively.	

Signature of Mentee

Signature of Faculty Mentor

