

Action Taken Report

Mentor-Mentee Meeting – Odd Semester 2024-25

1. Meeting Details:

Semester	Date of meeting	Mode
UG 3 rd Sem	15 th October, 2024	Offline
UG 5 th Sem	15 th October, 2024	Offline
UG 1 st Sem	21 st October, 2024	Offline

2. Agenda Discussed

UG 1st Semester (NEP Batch):

- Overview of sessional Exam (Mid Term Exam) and continuous Assessment Process.
- Explanation of semester end examination pattern under the NEP framework.
- Detailed discussion on Internal Assessment Criteria for both Theory and Practical Exams.
- Review of important rules and regulations issued by Kurukshetra University.
- 75% minimum attendance requirement .
- Impact of short attendance on internal marks and eligibility
- Orientation regarding the structure of the NEP based curriculum.

UG 3rd Semester (NEP Batch):

- All agenda points of 1st semester covered.
- Internship Guidelines:
 - a) Mandatory 4-credit internship to be completed after the 4th Semester.
 - b) Duration: Minimum 4 to 6 weeks, preferably during summer vacations.
 - c) Students were advised to explore opportunities, with mentorship and institutional support.

UG 5th Semester (Non-NEP Batch):

- Overview of attendance regulations (same as above).
- Review of sessional and final exam pattern (Non-NEP format).
- Students were advised to maintain attendance and performance to avoid academic penalties.

3. Action Taken

- Students were sensitized about academic responsibilities, assessment schemes and attendance requirements.
- Mentor records were updated with individual student queries and concerns.
- Students were advised to plan for internships well in advance and departments to assist with:
 - a) Institutional tie-ups.
 - b) Recommendation letters.

Discipline and decorum in the campus were emphasized:

- Regularity and punctuality in classes.
- Respectful behaviour within the college premises.
- No use of cellular phones (mobile phones) during lectures.
- Maintenance of cleanliness in classrooms and labs.
- Students were guided to maintain respectful communication with faculty and fellow students.
- List of students with low attendance was prepared for follow-up in the subsequent classes.
- Students were encouraged to take responsibility for their academic journey under NEP reforms.

Follow-up Planned

- Attendance improvement.
- Academic performance in midterm exam
- Internship preparations for NEP students.
- Further reinforcement of discipline and behavioral expectations to ensure a healthy academic environment.

Aakhar

(Principal)

Principal

Dyal Singh College

KARNAL

R. Arora

(Rajesh Arora)

Incharge

Mentor-Mentee Committee