
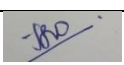




Patrician College of Arts and Sciences
Patrician Mentoring and Counselling Services (PMCS)
Minutes of Committee Meeting – I
2020 - 2021

TITLE	PMCS MEETING	
HELD ON	16/07/2020	
TIME	04:00 PM to 04:45PM	
PLATFORM	Google meet https://meet.google.com/uaf-kbxv-ewt	
ATTENDANCE	Dr. Meena B, Convener	Present
	Dr. Senthil Kumaran J, Coordinator	Present
	Dr. Illakiya L, Member	Present
	Ms. Leanne Maria, Member	
	Mr. Justus Wallis, Member	
	Mr. Dinesh, Member	Present
AGENDA OF THE MEETING	1. Introducing the committee and committee members 2. Action Plan for the year 2020 – 2021	
MINUTES PREPARED BY	Mr. Justus Wallis, Assistant Professor, Department of Social Work.	

- Ms. Leanne Maria started the meeting with the Prayer
- Dr. Ilakkiya introduced the members of the committee and a constitution
- Dr. Meena is the convener and Dr. Senthil Kumaran the coordinator

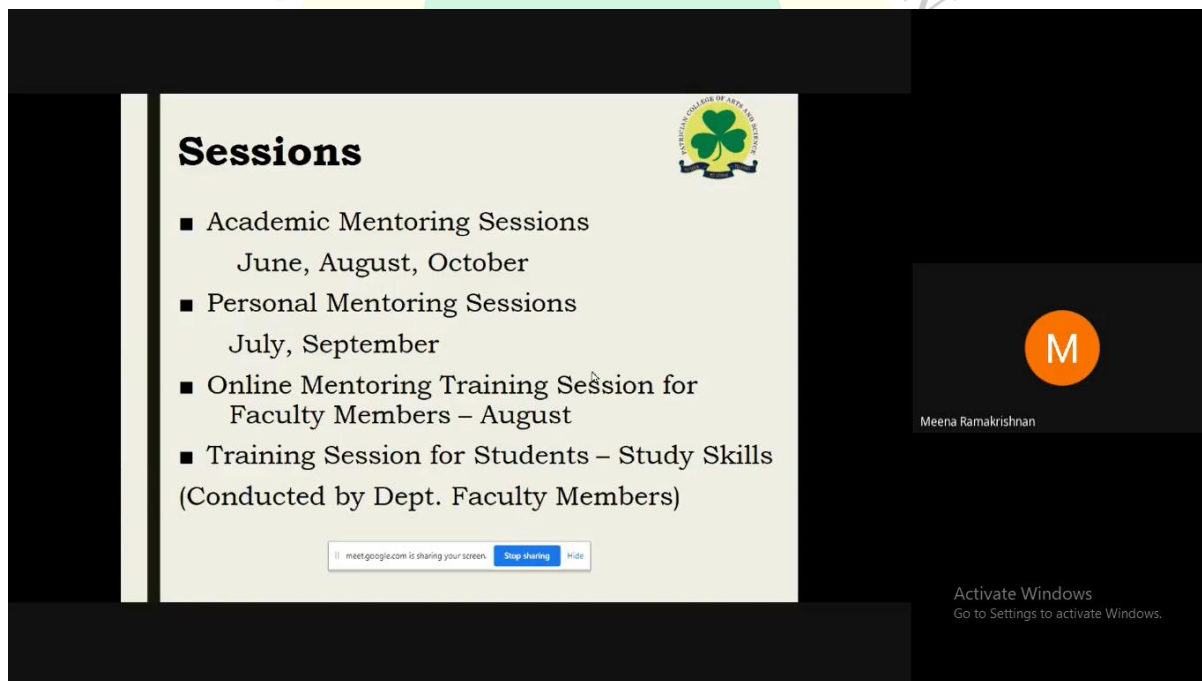
- Dr. Illakkiya, Ms. Leanne Maria, Mr. Justus Wallis & Mr. Dinesh are the committee members.
- Dr. Senthil Kumaran explained the Action plan
- Training session for staff members. One “IN HOUSE” workshop for staff members in the month of August. The committee will be the resource person.
- Training session for students will be done by department faculty members
- Till the physical class takes place there is no new recruitment. Existing staffs should manage in place of shortage.
- Question raised by Convener is “Can we replace a new staff in the place of relieved staff?” Answer by the Coordinator is “Data collection is secondary part but we need existing faculty members to take up as personal mentors. Also departments having shortage of faculty members can get support from Language and English departments”
- Personal mentoring session I will be scheduled before 31-07-2020
- On August, the academic mentors will conduct a in-class workshop to the students about self-directed learning.
- We were trying for the counselling cell and this year we will establish definitely
- Roles and responsibilities of the convener, coordinator and members was explained
- Departments were assigned for the members.
 - Dr. Illakkiya L – B.Sc (CS), BCA, B.Com (AF) & B.Sc Psychology
 - Justus Wallis C J – BA English, B.Sc Maths, B.Sc Vis Com & BBA
 - Ms. Leanne Maria – B.Com General, B.Com (CS) & BSW
 - Mr. Dinesh – All departments of Shift II
- Members are to start an inclusive chat group (WhatsApp, etc) with their assigned department heads, academic mentors & personal mentors as participants.
- We should request the head of the departments and staff to finish the task but no compromise in postponing or missing sessions.
- Convener addressed the group and encouraged the group members to take mentoring cell to great heights
- Instruction was given to keep on reminding Department heads and staff members to get the work done

- The committee needs to be working in compliance with expectations of management with respect to any accreditor, monitoring, ranking body.
- Central government and UGC will be looking the mentoring and counselling cell in a different perspective.
- Emotional connect with the students is important and primary whereas documentation is given immediate next importance.
- Prof Dinesh concluded the meeting with the short story

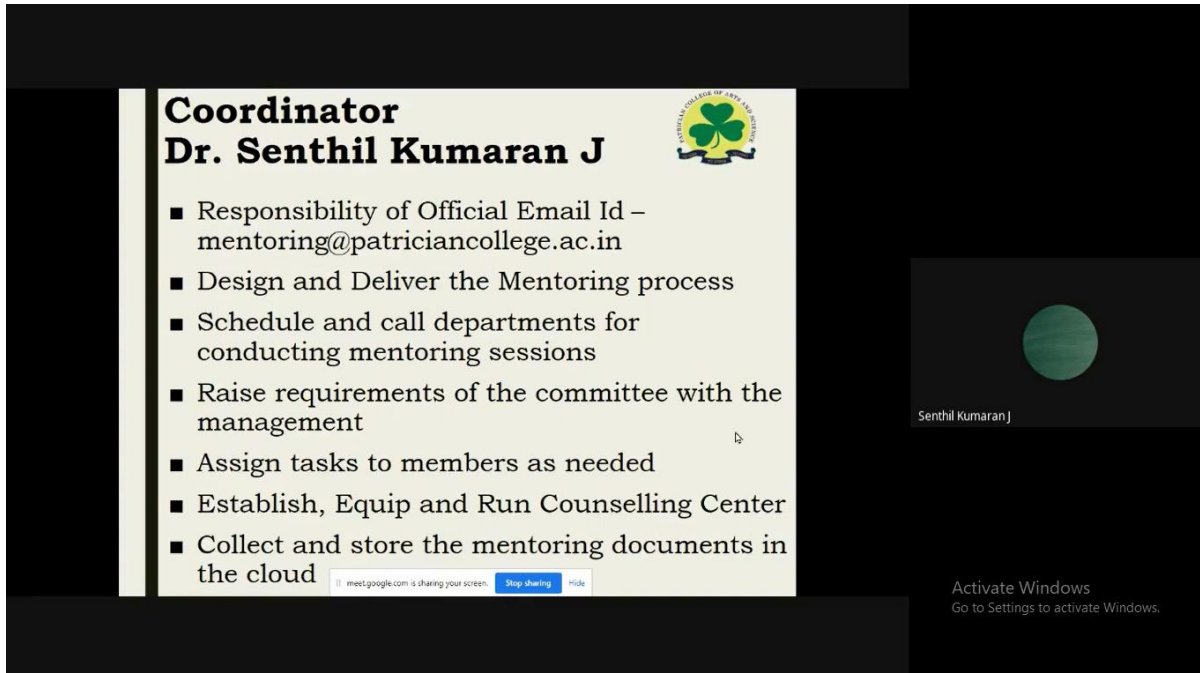
Recorded Link

<https://drive.google.com/file/d/1wUut4fBveevSMO3sdzif0D76Lr2tkDA/view?usp=sharing>

Screenshots



Academic Mentoring and Personal mentoring sessions



Coordinator
Dr. Senthil Kumaran J

- Responsibility of Official Email Id – mentoring@patriciancollege.ac.in
- Design and Deliver the Mentoring process
- Schedule and call departments for conducting mentoring sessions
- Raise requirements of the committee with the management
- Assign tasks to members as needed
- Establish, Equip and Run Counselling Center
- Collect and store the mentoring documents in the cloud

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Senthil Kumaran J

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Dr. Senthil Kumaran explained about the roles and responsibilities

