



T.J.S ENGINEERING COLLEGE

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai.

Accredited by NAAC / ISO 9001:2015 Certified Institution

TJS Nagar, Peruvoyal, Near Kavaraipettai, Gummidipoondi Taluk, Thiruvallur District -601206



2.3.3. QnM	Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)
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Roles and Responsibilities



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ROLES AND RESPONSIBILITIES OF MENTOR-MENTEE

MENTEE: Role & Responsibilities

- Engage with mentoring process actively.
- Take responsibility for managing mentoring relationships including meeting commitments, arranging meetings, etc.
- Set clear **objectives and goals** & realistic expectations around delivering on development needs.
- Communicate directly, honestly & openly, be curious, pose questions, share ideas
- Be willing to listen & take on board constructive feedback & advice.

MENTOR: Role & Responsibilities

- Provide guidance & support in addressing identified development needs
- Provide encouragement & source of knowledge, stimulate insight
- Create different ways of thinking & new perspectives
- A figure with whom mentees can discuss their aspirations & concerns; who will listen; provide constructive feedback, and challenge as appropriate
- See positives in mentees they may be unaware of
- Support & encourage the mentee to take positive action
- Introduce the mentee to your colleagues for assistance.




PRINCIPAL
T.J.S. ENGINEERING COLLEGE
Peruvoyal, Kavaraipettai,
Gummidipoondi Taluk,
Thiruvallur Dist - 601 206.