## STANDARD OPERATING PROCEDURE

## Teacher - ward Committee

- The teacher ward committee has been introduced in Bharati Vidyapeeth (Deemed to be) University Dental College & Hospital, Pune way back in the year 2003.
- This committee was formed to have one-to-one interaction with students.
- A batch of 5-6 students is allocated to one mentor.
- The assigned students continue with the same mentor till completion of internship
- The mentor holds sessions with assigned wards every three months. During the session the student informs mentor regarding academic progress & personal well being.
- A record of every session is maintained by the teacher
- Personal data and communication information of every student is taken at the first session itself.
- Mentor counsels and advises the student regarding academic difficulties as well as personal problems if any.
- Students reporting with psychological problems are referred to Bharati hospital,
   Pune for professional counseling by the psychiatrist.
- Apart from academics students are encouraged to participate in co-curricular and extra-curricular activities such as sports and cultural programs.
- Mentor also reports academic feedback to committee and parents regularly.
- Thus the Mentor serves as a friend, philosopher and guide to these students and offers emotional and academic support along with motivation.
- The mentors /teachers of this institution help to ensure safety of the newly admitted students. They act as a buffer for the first year students helping them get acclimatized to our college environment.
- They are encouraged to speak/report about any incidence of ragging in the college, campus, hostel or elsewhere.
- Thus teachers also help to lessen the anxiety and apprehension of students and their parents.

Dr.Rajesh Kshirsagar

Principal
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