

**Parul<sup>®</sup> University**  
**NAAC A++**



अखिल भारतीय तकनीकी शिक्षा परिषद्  
All India Council for Technical Education



MoE's  
INNOVATION CELL  
(GOVERNMENT OF INDIA)



INSTITUTION'S  
INNOVATION  
COUNCIL  
(Ministry of Education Initiative)



# ONLINE ORIENTATION SESSION FOR MENTEE INSTITUTIONS

Under Mentor-Mentee Scheme of  
MoE's Innovation Cell IIC.



**20th March 2024**  
03:30 PM



**Google Meet**





## Parul University

### Orientation Program for the Mentee Intuitions under Mentee-Mentor Program

#### Schedule of the activity:

**Title of the session:** Orientation Program for the Mentee Intuitions.

**Date and Time:** Duration: March 20<sup>th</sup>, 2024

**Session:** One

**Mode:** Online

**Quarter:** Quarter-2

#### Expert/Speaker Details:

**No. of Experts Engaged:** 2

#### Details of all the Experts

Sr.No	Name of the Expert	Organization	Designation	Brief about Expert/Speaker
1.	Hutesh Baviskar	Parul University	Incubation Manager	Incubation Manager, Parul Innovation and Entrepreneurship Research Centre
2.	Riddhi Bagha	Parul University	Incubation Manager	Incubation Manager, Parul Innovation and Entrepreneurship Research Centre

## Outcome of the activity:

### Objective:

The objective of an Orientation Program for the Mentee Intuitions under a Mentee-Mentor Program is to provide mentees with a clear understanding of the program's goals, expectations, and structure. Here are some key objectives:

- **Introduction to the Program:** Provide an overview of the Mentee-Mentor Program, including its purpose, benefits, and how it aligns with the institution's goals and values.
- **Understanding Roles and Responsibilities:** Clarify the roles and responsibilities of both mentors and mentees, outlining what is expected from each party in terms of communication, commitment, and goal setting.
- **Setting Expectations:** Define the objectives and outcomes of the mentorship relationship, ensuring that mentees have realistic expectations regarding what they can achieve through the program.
- **Building Relationships:** Facilitate opportunities for mentees to meet their mentors and begin building rapport. Emphasize the importance of open communication, trust, and mutual respect in the mentorship relationship.
- **Goal Setting and Development Planning:** Assist mentees in identifying their personal and professional goals, as well as areas for growth and development. Encourage them to create a development plan outlining specific steps they will take to achieve their objectives.
- **Providing Resources and Support:** Inform mentees about available resources, such as training materials, workshops, and support services that can help them succeed in their mentorship journey.
- **Addressing Concerns and Questions:** Create a supportive environment where mentees feel comfortable asking questions, seeking clarification, and expressing any concerns they may have about the program or their mentorship experience.
- **Evaluating Progress:** Discuss the process for evaluating progress and assessing the effectiveness of the mentorship relationship. Encourage mentees



to provide feedback on their experience to help improve the program for future participants.

By achieving these objectives, the Orientation Program aims to ensure that mentees are equipped with the knowledge, skills, and support they need to fully engage in the mentorship program and derive maximum benefit from the experience.

### **Description:**

The Mentee-Mentor Program provided by Parul University, acting as the Mentor Institute, aims to guide and support mentee institutions participating in the Institution Innovation Council (IIC) activities, particularly focusing on the utilization of the YUKTI repository and the celebration of innovation-related events. Here's a detailed description of the program:

**Orientation and Onboarding:** The program begins with an orientation session where mentee institutions are introduced to the goals and objectives of the Mentee-Mentor Program. Mentees receive guidance on how to effectively utilize the resources available through the program.

**Mentorship Support:** Parul University assigns experienced mentors to mentee institutions, who serve as guides throughout the program duration. Mentors provide personalized support and guidance to mentees, helping them navigate challenges, set goals, and make the most of available resources.

**Utilization of YUKTI Repository:** Mentees receive training and support on how to effectively utilize the YUKTI repository, which serves as a centralized platform for storing and sharing innovative ideas, best practices, and success stories. Mentors assist mentees in uploading relevant data, documents, and updates to the repository, ensuring that they can easily access and leverage this information.

**Innovation Celebration Activities:** Mentee institutions are encouraged to organize various innovation-related events and activities to foster a culture of creativity and entrepreneurship on their campuses. Mentors provide guidance and assistance in planning and executing these events, helping mentees showcase their innovative projects and initiatives.

**Data Update Process in IIC Portal:** Mentors guide mentees on how to effectively update data in the IIC portal, ensuring that accurate information regarding their



institution's innovation activities is maintained. Mentees are trained on the data update process, including adding new initiatives, updating progress reports, and providing feedback on their experiences.

**Regular Monitoring and Evaluation:** Mentors conduct regular monitoring and evaluation of mentee institutions' progress in implementing innovation-related activities. They provide feedback and recommendations for improvement, helping mentees stay on track towards achieving their innovation goals.

**Community Building and Collaboration:** The Mentee-Mentor Program facilitates networking and collaboration among participating institutions, fostering a supportive community where mentees can share ideas, collaborate on projects, and learn from each other's experiences.

Overall, the Mentee-Mentor Program provided by Parul University aims to empower mentee institutions to drive innovation and excellence in their respective campuses through effective guidance, support, and collaboration. By leveraging the resources and expertise available through the program, mentees can enhance their innovation capabilities and contribute to the broader goal of promoting a culture of innovation in the higher education ecosystem.

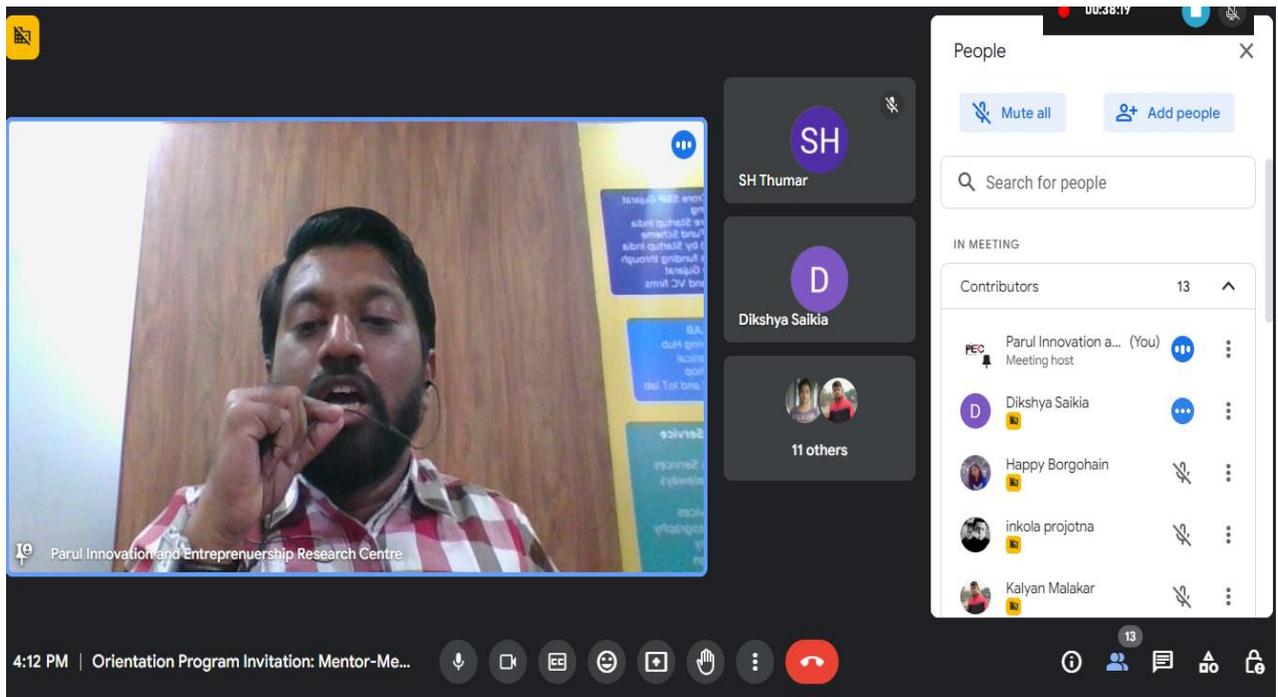
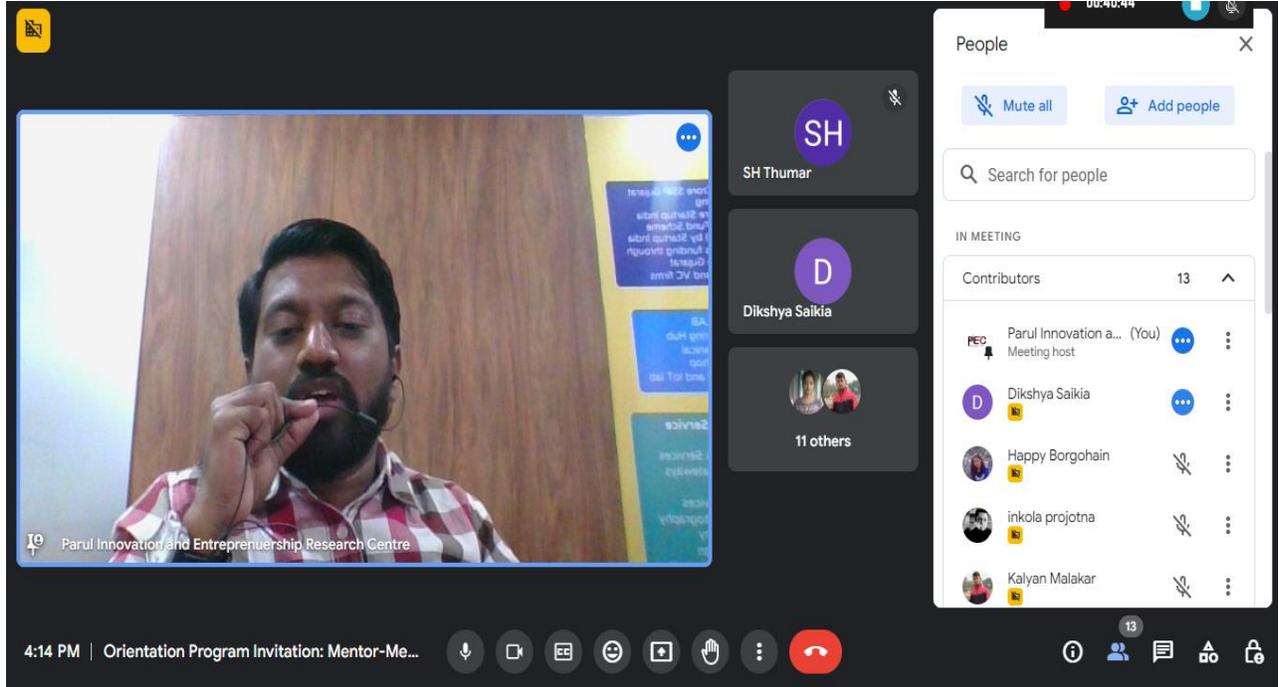
### **Participant details:**

Sr.No.	Mentee Institute Name	Total no. of Staff (Teaching/Non-teaching) participation:	Total no. of Student participation:
1.	Dr. Subhash University	2	0
2.	J.D.S.G.College P.O. Bokakhat-785612	3	0
3.	Pandit Deendayal Upadhyaya Adarsha Mahavidyalya	1	0
4.	S.P.P.College	3	0
5.	Silapathar Collge. P.O. Silapathar-	3	0

**Attendance details:**

Sr.No.	Mentee Institute Name	Participant Name	Contact Details
1.	Dr. Subhash University	Prof. (Dr.) Ashok M. Thummar	9426781818
2.	J.D.S.G.College P.O. Bokakhat- 785612	Miss Dikshya Saikia	7002444496
3.	Pandit Deendayal Upadhyaya Adarsha Mahavidyalya	Dr. Mukul Kalita	96786 1306
4.	S.P.P.College	Susmita Hazarika	9365248620
5.	Silapathar Collge. P.O. Silapathar-	Mr. Kalyan Malakar	8638780553

## Glimpses of the Programme



This screenshot shows a Zoom meeting in progress. The main video feed displays a man with a beard and a red-and-white checkered shirt, identified as SH Thumar. To the right of the video is a vertical list of participants: SH Thumar, Lipika Lahkar, and a group of 11 others. On the far right, a 'People' sidebar is open, showing options to 'All muted' and 'Add people', a search bar, and a list of participants under the heading 'IN MEETING'. The list includes 'Raised hands' (1), 'Contributors' (14), and individual names like 'Parul Innovation a... (You) Meeting host' and 'Dikshya Saikia'.

This screenshot shows a Zoom meeting with a blank video feed. The participant list on the right includes SH Thumar, Dikshya Saikia, and 11 others. The 'People' sidebar on the far right shows 'Mute all' and 'Add people' options, a search bar, and a list of participants under 'IN MEETING'. The list includes 'Contributors' (13) and names such as 'Parul Innovation a... (You) Meeting host', 'Dikshya Saikia', 'Happy Borgohain', 'inkola projotna', and 'Kalyan Malakar'.