

DEPARTMENT OF ARABIC

GOUR MAHAVIDYALAYA

ACCREDITED BY NAAC (2nd Cycle) B+

Sk Mainuddin
Head of the Department
Email- gmarabic1985@gmail.com



P.O. - Mangalbari, Dist.: Malda. Pin- 732142 (W.B.)
Website: www.gourmaha.ac.in/
www.gourmaha.org

DEPARTMENT OF ARABIC

GOUR MAHAVIDYALAYA



MENTOR -MENTEE Action Taken Report Session 2022-2023

Content

- A brief introduce About Mentor-Mentee Monitoring System
- Aims and Objectives
- Academic Council Notice for Mentor mentee formation and action taken for the session 2022-23
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- List of Mentor-mentee of Semester I & II(Admission Session 2022-23), Semester - III & IV and Semester V& VI
- Departmental Committee resolution for Mentor-Mentee Class and action taken of the Semester I, III, and V (2022-23)
- Departmental Committee resolution for Mentor-Mentee Class and action taken of the Semester II, IV, and VI (2022-23)
- Some Snapshots of Mentor-Mentee Meet
- Attendance of Mentee
- Issue Record raised by Mentees
- Issues resolved in Mentor-Mentee System

A brief Introduce about Mentor-Mentee Monitoring System

The Mentor mentee system is a very effective part of the whole learning and teaching process. This system is functioning with an objective to bridge the gap between the teachers and students and to guide students on both educational and personal aspects.

Throughout the course of the programme, the students may encounter the some difficulty and adjustment challenges too. To cope up with the search problem and the enable to the students to excel in academic and profession as per their potentialities, the mentor mentee group for the students of the department formed on a regular and ongoing basis. In light of the student number, three groups are created to provide assistance and guidance to the students in the department of Arabic, Gour Mahavidyalaya.

Department of Arabic monitors the students regularly through individual attentions and interactions. All the mentors of the group have arranged mentor-mentee meetings to discuss about different practical problems faced by the mentees in their day to day life, which are mainly connected to their academic matters, curriculum coverage, health related issues, financial conditions of the families of the students, issues related to text and reference books, problems faced at the college, etc. The mentors also communicated the students regularly through telephone calls, WhatsApp groups, Gmail and Google Classroom. The minutes are received assistance in choosing their courses for the semester, particularly the DSE (Discipline Specific Elective), as well as different types of scholarship. The entire process actually plays a fruitful role in improving the academic and professional career of the students in the days ahead.

Aims and Objectives: The objectives of the Mentor-Mentee groups of the department of Arabic include the following:

1. To maintain an open and friendly environment between mentor and mentees
2. To provide continuously monitor, counsel, guide and motivate the students in all academic, personal and career concerns
3. To discover talents and interests of minutes and then define and help them in attaining their goals
4. To advise students in their career development regarding self-employment opportunities, entrepreneurship development, honesty and integrity required for career growth
5. To develop their critical thinking and analytical skills on different aspects related to the society at large
6. To advise students in their professional development regarding professional goals, selection of career and higher education
7. To counsel them on their course, regarding improvement in their performance and consistency in attendance

Resolutions and Notices of Academic Council for Mentor-Mentee

Proceedings of the meeting of the Academic Council, Gour Mahavidyalaya, Mangalbari, Malda, held on 29.08.2022 at 1 P.M. in the Virtual Class Room.

Members Present:

- | | | | |
|-----------------------|-----------------------|------------------------|------------------------|
| 1. <i>[Signature]</i> | 4. <i>[Signature]</i> | 8. <i>[Signature]</i> | 12. <i>[Signature]</i> |
| 2. <i>[Signature]</i> | 5. <i>[Signature]</i> | 9. <i>[Signature]</i> | 13. <i>[Signature]</i> |
| 3. <i>[Signature]</i> | 6. <i>[Signature]</i> | 10. <i>[Signature]</i> | 14. <i>[Signature]</i> |
| | 7. <i>[Signature]</i> | 11. <i>[Signature]</i> | 15. <i>[Signature]</i> |

1. Resolved that the resolutions of the previous meeting are read out and confirmed.

2. Resolved that the following chart concerning Academic activities are prepared and confirmed:

ACADEMIC ACTIVITIES: 01.07.2022 to 30.06.2022		
MEETING CONCERNING CODE OF CONDUCT WITH 3 rd semester and 5 th semester students by each Department: Venue: Department: TIME: 1 P.M. to 2 P.M.: RESPONSIBILITY: HOD and Faculty members: PHOTO is to be Kept. DATE: 02.09.2022		
ACADEMIC ACTIVITIES	DATE AND DURATION	RESPONSIBILITIES
ACADEMIC CALENDAR, CLASS ROUTINE	29.08.2022 to 6.09.2022	DR.S.BISWAS, A.MAITRA, ANIRBAN RAY
OBSERVATIO OF TEACHERS' DAY-TOPIC- ROLE OF SAVAPALLI RADHAKRISHNAN	ONLINE LECTURE	DEEP(A LAMA TAMANG AND FACULTY MEMBERS(SCREEN SHOT)
CLASS TUTORIAL/CLASS TEST: ASSIGNMENT, STUDENT SEMINAR, - 3 rd SEMESETER AND 5 th SEMESTER	22.11.2022 TO 9.12.2022	ALL THE HEADS AND FACULTY MEMBERS(1 photo of each programme is to be kept)
MENTOR MENTEE- 3rws SEMESTER, 5 th SEMESTER	13.12.2022 to 14.12.2022	ALL THE HEADS AND FACULTY MEMBERS(1 photo of each programme is to be kopt)
Preparation of Grade Sheet - 6 th semester	Sepetember, 2022	ALL THE HEADS AND FACULTY MEMBERS
Women counseling programme- 3 rd and 5 th SEMESTER	17.12.20222 to 18.12.2022	MEMBERS OF BISHAKHA COMMITTEE

[Signature]
 Supriya Biswas
 29/08/2022
 Convenor
 Academic Council
 Gour Mahavidyalaya
 Mangalbari, Malda

[Signature]
 Principal
 Gour Mahavidyalaya
 Mangalbari, Malda

NOTICE Gour Mahavidyalaya

No. /2022

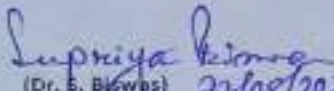
Date : 22-08-2022

Members of the Academic council, Gour Mahavidyalaya, Mangaibari, Malda, are requested to note that a meeting of the Academic Council will be held on 23-08-2022 at 1 P.M. in the Principal's Chamber.

All members are requested to attend the meeting positively.

Agenda :

1. To confirm the resolutions of the previous meeting.
2. Discussion on NAAC 3rd Cycle.
3. Discussion on Class Test, Assignments, Tours, Project report, Exhibition.
4. Review of result of 6th Semester .
5. Misc.


(Dr. E. Biswas)
22/08/2022
Convener
Academic Council
Gour Mahavidyalaya
Mangaibari, Malda


(Dr. A.K. Sarkar),
Principal,
GOUR MAHAVIDYALAYA,
MANGALBARI, MALDA
Principal
Gour Mahavidyalaya
Mangaibari, Malda


No- 45/2023

NOTICE

Date- 12.04.2023

All the Heads of the Twenty Departments are requested to follow the following time table and complete the task concerning Tutorial exams/Class Test, Students seminar, Advance and Slow Learner classes. All the Hods are also requested to convene Departmental Meeting (DC) in this regard. Geotag photo should be kept in the departmental custody.

Date From-To	SEMESTER	ITEM	CLASS TEST, STUDENT SEMINAR, TOUR, PROJECT REPORT
26.04.2023 to 12.05.2023	2 nd , 4 th and 6 th	Advance and Slow Learner class	Geotag photo is to be preserved
13.05.2023- 27.05.2023	2 nd , 4 th and 6 th	Class Test, Students Seminar, Tour, Project Report Submission	Attendance signature and Geotag photo are to be preserved
	2 nd , 4 th and 6 th	Mentor-Mentee Programme	Throughout the year Attendance signature and Geotag photo are to be preserved


Convener
12.04.2023
Academic Council
Academic Council
Gour Mahavidyalaya
Mangaibari, Malda


Dr. A. K. Sarkar
Principal
Gour Mahavidyalaya
Principal
GOUR MAHAVIDYALAYA
Mangaibari, Malda

DC meeting Regulation

Department of Arabic Gour Mahavidyalaya

Departmental Committee Regulation Academic Session 2022-2023

Meeting No -2

An extract of the proceeding of the meeting of the academic committee of the Department of Arabic, Gour Mahavidyalaya, Mangalbari, Malda held on 29.07.2022 at 3:30 PM at office of the Department.

Members present:

1. Sk Mainuddin *SK Mainuddin 29.07.2022*
2. Md. Jainuddin *Md Jainuddin 29.07.2022*
3. Md. Asadullah *Md Asadullah 29.07.2022*

Proceedings:

Mr. Sk Mainudin, Head of the department takes the chair and initiates the discussion.

1. The proceedings of the previous meeting are read out and resolved.
2. The members discussed the division of Mentor-Mentee groups for semester I and II
3. The members discussed counselling test for selection Slow and Advance Learners of Semester- I and II
4. The members discussed the division Slow-Advanced Learner groups for Semester I and Semester II.

Resolved that,

1. Mentor-Mentee groups would be formed for Semester I and Semester III by equally dividing the total number of students of each semester among the three faculty members: Mr Sk Mainuddin: Group- A, Mr. Md. Jainuddin : Group- B and Mr. Md. Asadullah: Group- C
2. Slow- Advanced Learner groups would be formed for Semester- III and I based on the performance of the students in class, semester results and class tests.
3. Faculty members would take extra classes and counsel the students about necessary steps to be taken for progress.

Meeting comes to an end with a vote of thanks and from the chair.



SK Mainuddin
Sk Mainuddin 29.07.2022
Head, Department of Arabic
H.O.D
Department of Arabic
Gour Mahavidyalaya

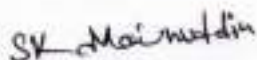
Mentor-Mentee List

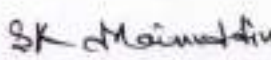
MENTOR – MENTEE
DEPT. OF ARABIC
GOUR MAHAVIDYALAYA
SESSION-2022-23
SEMESTER- I & II

GROUP-A

The following list of Mentor-Mentee for SEM I & II has been prepared in accordance with DC Resolution of the academic session of 2022-2023, meeting No. 02 held on 29.07.2022. The mentor will interact with their mentees in accordance with the meeting norms:

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	SURAIYA YEASMIN	1222ARBH0043	121-1211-0071-22	Sk Mainuddin
2	NASIM AKHTAR	1222ARBH0029	121-1111-0057-22	Sk Mainuddin
3	SHAKIL AKTAR	1222ARBH0040	121-1111-0068-22	Sk Mainuddin
4	NAFISA KHATUN	1222ARBH0028	121-1211-0056-22	Sk Mainuddin
5	NAUSIN SADIA	1222ARBH0037	121-1211-0058-22	Sk Mainuddin
6	SAFIKUL SEKH	1222ARBH0037	121-1114-0065-22	Sk Mainuddin
7	SOHEL SK	1222ARBH0041	121-1114-0069-22	Sk Mainuddin
8	TASLIM ALI	1222ARBH0044	121-1114-0072-22	Sk Mainuddin
9	REBINA KHATUN	1222ARBH0034	121-1211-0062-22	Sk Mainuddin
10	SOLEMAN SK	1222ARBH0042	121-1111-0070-22	Sk Mainuddin
11	MD NAJMI ALAM	1222ARBH0034	121-1114-0051-22	Sk Mainuddin
12	SABUD ALAM	1222ARBH0036	121-1111-0064-22	Sk Mainuddin
13	HASIBUR RAHAMAN	1222ARBH0012	121-1111-0040-22	Sk Mainuddin
14	GOLAM MOHIUDDIN	1222ARBH0008	121-1114-0037-22	Sk Mainuddin
15	ABDUL AJIM	1222ARBH0001	121-1114-0029-22	Sk Mainuddin


Signature of Mentor


Signature Head of the Department
H.O.D
Department of Arabic
Gour Mahavidyalaya


Signature of the Principal
Principal
GOUR MAHAVIDYALAYA
Mangalbari, Malda.

GROUP- B

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	ABDUL HALIM	1222ARBH0003	121-1114-0031-22	Md Jainuddin
2	ABDUL ODUD	1222ARBH0005	121-1111-0033-22	Md Jainuddin
3	MD MOHIBBUL ISLAM	1222ARBH0019	121-1111-0047-22	Md Jainuddin
4	MD RAMJAN ALI	1222ARBH0024	121-1211-0052-22	Md Jainuddin
5	MODASSIR ALAM	1222ARBH0025	121-1211-0053-22	Md Jainuddin
6	MUSLIM ALI	1222ARBH0027	121-1114-0055-22	Md Jainuddin
7	MD MOMIN HOSSAIN	1222ARBH0021	121-1114-0049-22	Md Jainuddin
8	KHALEDUR RAHMAN	1222ARBH0015	121-1114-0043-22	Md Jainuddin
9	RAMJAN ALI	1222ARBH0033	121-1211-0061-22	Md Jainuddin
10	MOKIRUL SK	1222ARBH0020	121-1111-0048-22	Md Jainuddin
11	JOSIMUDDIN	1222ARBH0014	121-1114-0042-22	Md Jainuddin
12	NOUSAD ALI	1222ARBH0031	121-1111-0059-22	Md Jainuddin
13	FARHANA YEASMIN	1222ARBH0032	121-1111-0060-22	Md Jainuddin
14	LALCHAND BADSHA	1222ARBH0016	121-1114-0044-22	Md Jainuddin
15	ABDUL HAI	1222ARBH0002	121-1114-0030-22	Md Jainuddin

Md Jainuddin
Signature of Mentor

SK Jainuddin
Signature Head of the Department
H.O.D

[Signature]
Signature of the Principal

Department of Arabic
Gour Mahavidyalaya

GROUP- C

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	ABDUL HALIM	1222ARBH0004	121-1111-0032-22	Md Asadullah
2	ABU HANIF	1222ARBH0006	121-1114-0034-22	Md Asadullah
3	AFSANA KHATUN	1222ARBH0007	121-1211-0035-22	Md Asadullah
4	ASHRAFUL HOSSAIN	1222ARBH0008	121-1211-0036-22	Md Asadullah
5	GOLAM UMAR	1222ARBH0010	121-1111-0038-22	Md Asadullah
6	IMRAN KHAN	1222ARBH0013	121-1111-0041-22	Md Asadullah
7	MD ASRAFUL HOQUE	1222ARBH0018	121-1111-0046-22	Md Asadullah
8	MD NAJMI ALAM	1222ARBH0023	121-1114-0051-22	Md Asadullah
9	MUDASSIR ALAM	1222ARBH0025	121-1214-0053-22	Md Asadullah
10	MUMREJ ALI	1222ARBH0026	121-1111-0054-22	Md Asadullah

Md Asadullah
Signature of Mentor

SK Jainuddin
Signature Head of the Department
H.O.D

[Signature]
Signature of the Principal
Principal

Department of Arabic
Gour Mahavidyalaya

GOUR MAHAVIDYALAYA
Manuelbari, Moidin

**Department of Arabic
Gour Mahavidyalaya**

**Departmental Committee Regulation
Academic Session 2022-2023**

Meeting No - 03

An extract of the proceeding of the meeting of the academic committee of the Department of Arabic, Gour Mahavidyalaya, Mangalbari, Malda held on 13.08.2022 at 3: 30 PM at office of the Department.

Members present:

1. Sk Mainuddin *Sk Mainuddin 13.08.2022*
2. Md. Jainuddin *Md Jainuddin 13.08.2022*
3. Md. Asadullah *Md. Asadullah 13.08.2022*

Proceedings:

Mr. Sk Mainuddin, Head of the department takes the chair and initiates the discussion.

1. The proceedings of the previous meeting are read out and resolved.
2. The members discussed about Mentor-Mentee groups for semester III and Semester V.
3. The members discussed the division Slow-Advanced Learner groups for Semester III and Semester V.

Resolved that,

1. Mentor-Mentee groups for Semester III and Semester V have already been divided the total number of students of each semester among the three faculty members: Mr Sk Mainuddin, Mr. Md. Jainuddin and Mr. Md. Asadullah.
2. The report of Slow- Advance Learner groups for III and Semester V will prepare based on the performance of the students in class, semester results and class tests
3. Faculty members will take extra classes and counsel the students and necessary steps to be taken regarding the improvement and progress of students.

Meeting comes to an end with a vote of thanks and from the chair.



Sk Mainuddin
Sk Mainuddin 13.08.2022
Head, Department of Arabic
H.O.D
Department of Arabic
Gour Mahavidyalaya

DEPT. OF ARABIC
GOUR MAHAVIDYALAYA
SESSION-2022-23
SEMESTER- III & IV
GROUP-A

The following list of Mentor-Mentee for SEM I & II has been prepared in accordance with DC Resolution of the academic session of 2022-2023, meeting No. 03 held on 13.08.2022. The mentor will interact with their mentees in accordance with the meeting norms:

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	NOURIN NAHAR ALI	1220ARBH0001	121-1211-0001-21	Sk Mainuddin
2	PAYEL YEASMIN	1221ARBH0728	121-1211-0053-21	Sk Mainuddin
3	PESHKAR ALI	1221ARBH0729	121-1114-0054-21	Sk Mainuddin
4	ROYEL SK	1221ARBH0729	121-1114-0055-21	Sk Mainuddin
5	SADIKUL ISLAM	1221ARBH0732	121-1111-0057-21	Sk Mainuddin
6	SAIFUDDIN	1221ARBH0733	121-1111-0058-21	Sk Mainuddin
7	SARIKUL ISLAM	1221ARBH0735	121-1111-0060-21	Sk Mainuddin
8	SHAMIM AKHTAR	1221ARBH0736	121-1111-0061-21	Sk Mainuddin
9	SHITAL RABI DAS	1221ARBH0737	121-1112-0062-21	Sk Mainuddin
10	SULTANA KHATUN	1221ARBH0738	121-1211-0063-21	Sk Mainuddin

Sk Mainuddin
Signature of Mentor

Sk Mainuddin
Signature Head of the Department
Department of Arabic
Gour Mahavidyalaya

GROUP-B

[Signature]
Signature of the Principal
Principal
GOUR MAHAVIDYALAYA
Mangalbari, Malda.

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	JAINAB KHATUN	1221ARBH0711	121-1211-0036-21	Md Jainuddin
2	MD SAYED AFRIDI	1221ARBH0720	121-1111-0045-21	Md Jainuddin
3	MOKSEKUL MAHALAT	1221ARBH0722	121-1111-0047-21	Md Jainuddin
4	MARUFA YEASMIN	1221ARBH0010	121-1211-0010-20	Md Jainuddin
5	ASHIRUDDIN SK	1221ARBH0706	121-1114-0031-21	Md Jainuddin
6	MASUD KARIM	1221ARBH0718	121-1111-0043-21	Md Jainuddin
7	MOST NURANGEJ	1221ARBH0723	121-1211-0048-21	Md Jainuddin
8	MOUSUMI PARVIN	1221ARBH0724	121-1211-0049-21	Md Jainuddin
9	ANJARUL ISLAM	1221ARBH0705	121-1111-0030-21	Md Jainuddin
10	ABDULLA	1221ARBH0701	121-1111-0026-21	Md Jainuddin

Md Jainuddin
Signature of Mentor

Sk Mainuddin
Signature Head of the Department
H.O.D
Department of Arabic
Gour Mahavidyalaya

[Signature]
Signature of the Principal
Principal
GOUR MAHAVIDYALAYA
Mangalbari, Malda.

GROUP- C

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	MOJAMMEL HOQUE	1221ARBH0721	121-1111-0046-21	Md Asadullah
2	FIRDOUSI KHATUN	1221ARBH0707	121-1211-0032-21	Md Asadullah
3	GOLAM MUSTAFA	1221ARBH0708	121-1111-0033-21	Md Asadullah
4	HADIKUL ISLAM	1221ARBH0709	121-1111-0034-20	Md Asadullah
5	HUMAYAN KABIR	1221ARBH0710	121-1111-0035-21	Md Asadullah
6	JANAFJA KHATUN	1221ARBH0712	121-1211-0037-21	Md Asadullah
7	MAKSUDA KHATUN	1221ARBH0716	121-1217-0041-21	Md Asadullah
8	MANIRUL ISLAM	1221ARBH0717	121-1211-0042-21	Md Asadullah
9	ABDULLAH	1221ARBH0702	121-1111-0027-21	Md Asadullah
10	ABDUL KHABIR	1221ARBH0700	121-1114-0025-21	Md Asadullah

Md Asadullah
Signature of Mentor

SK Mainuddin
Signature Head of the Department
H.O.D
Department of Arabic
Gour Mahavidyalaya

[Signature]
Signature of the Principal
Principal
GOUR MAHAVIDYALAYA
Mangalbari, Malda.

MENTOR-MENTEE
DEPT. OF ARABIC
GOUR MAHAVIDYALAYA
SESSION-2022-23
SEMESTER- V & VI

GROUP-A

The following list of Mentor-Mentee for SEM I & II has been prepared in accordance with DC Resolution of the academic session of 2022-2023, meeting No. 10 held on 31.01.2023. The mentor will interact with their mentees in accordance with the meeting norms:

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	ABDUL KALAM	1220ARBH0001	121-1111-0001-20	Sk Mainuddin
2	ABU TAHER	1220ARBH0002	121-1111-0002-20	Sk Mainuddin
3	ABUL KALAM AZAD	1220ARBH0003	121-1111-0003-20	Sk Mainuddin
4	ALIF SK	1220ARBH0004	121-1114-0004-20	Sk Mainuddin
5	ENJAMAMUL HOQUE	1220ARBH0005	121-1111-0005-20	Sk Mainuddin
6	HAJRAT UMAR	1220ARBH0006	121-1111-0006-20	Sk Mainuddin
7	HASNUR KHATUN	1220ARBH0007	121-1211-0007-20	Sk Mainuddin
8	JAINAB ISLAM	1220ARBH0008	121-1214-0008-20	Sk Mainuddin
9	KABIRUL ISLAM	1220ARBH0009	121-1111-0009-20	Sk Mainuddin
10	MASUD ALAM	1220ARBH0012	121-1114-0012-20	Sk Mainuddin

SK Mainuddin
Signature of Mentor

SK Mainuddin
Signature Head of the Department

[Signature]
Signature of the Principal

Principal
GOUR MAHAVIDYALAYA
Mananbari, Malda

GROUP- B

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	MD ABDUL AJUJ	1220ARBH 0013	121-1111-0013-20	Md Jainuddin
2	MD ESHA	1220ARBH 0014	121-1111-0014-20	Md Jainuddin
3	MD JOSIM AKHTAR	1220ARBH 0015	121-1114-0015-20	Md Jainuddin
4	MD MAINUDDIN AHAMED	1220ARBH 0016	121-1111-0016-20	Md Jainuddin
5	MD MOMIN	1220ARBH 0017	121-1114-0017-20	Md Jainuddin
6	MORJINA KHATUN	1220ARBH 0018	121-1217-0018-20	Md Jainuddin
7	MST RUNA KHATUN	1220ARBH 0019	121-1211-0019-20	Md Jainuddin
8	NASIRUDDIN	1220ARBH 0020	121-1114-0020-20	Md Jainuddin
9	NURJAHAN PARVIN	1220ARBH 0021	121-1211-0021-20	Md Jainuddin

Md Jainuddin
Signature of Mentor

SK Mainuddin
Signature Head of the Department
H.O.D


Department of Arabic
Gour Mahavidyalaya

[Signature]
Signature of the Principal

Principal
GOUR MAHAVIDYALAYA
Mananbari, Malda

GROUP- C

Srl No.	Student Name	Roll Numbers	Registration Numbers	Teacher Assigned
1	OBAIDUR RAHAMAN	1220ARBH 0022	121-1114-0022-20	Md Asadullah
2	RIPAN SK	1220ARBH 0023	121-1114-0023-20	Md Asadullah
3	SABANA YEASMIN	1220ARBH 0024	121-1211-0024-20	Md Asadullah
4	SABNAM JAFRIN	1220ARBH 0025	121-1211-0025-20	Md Asadullah
5	SADDAM HOSSAIN	1220ARBH 0026	121-1111-0026-20	Md Asadullah
6	SHARIFUL ISLAM	1220ARBH 0028	121-1111-0028-20	Md Asadullah
7	SIDDIK ALI	1220ARBH 0029	121-1111-0029-20	Md Asadullah
8	WAHIDA RAHAMAN	1220ARBH 0031	121-1214-0031-20	Md Asadullah
9	AJAHAR HOSSAIN	1220ARBH 2060	121-1111-0873-20	Md Asadullah


Signature of Mentor


Signature Head of the Department
H.O.D
Department of Arabic
Gour Mahavidyalaya


Signature of the Principal
Principal
GOUR MAHAVIDYALAYA
Manglabari, Nalda

**Department of Arabic
Gour Mahavidyalaya**

**Departmental Committee Regulation
Academic Session 2022-2023**

Meeting No - 10

An extract of the proceeding of the meeting of the academic committee of the Department of Arabic, Gour Mahavidyalaya, Mangalbari, Malda held on 31.01.2023 PM at office of the Department.

Members present:

1. Sk Mainuddin *SK Mainuddin 31.01.2023*
2. Md. Jainuddin *Md Jainuddin 31-01-2023*
3. Md. Asadullah *Md. Asadullah 31-01-2023*

Proceedings:

Mr. Sk Mainuddin, Head of the department takes the chair and initiates the discussion.

1. The proceedings of the previous meeting are read out and resolved.
2. The members discussed about Mentor-Mentee groups for semester II, IV and Semester VI.
3. The members discussed the division Slow-Advanced Learner groups for Semester II, IV and Semester VI.

Resolved that,

1. The meets of Mentor with Mentee of Semester II, IV and Semester VI will be held within 20 February 2023
2. The classes of Slow-Advanced Learners of Semester II, IV and Semester VI will be start as per the notification of the Academic Council.
3. The class test exam of Slow-Advanced Learners of Semester II, IV and Semester VI will be held at the end of May 2023.
4. The faculty members of the respective groups will show the answer sheets of the class exams to the students and give proper advice.
5. The report of Slow- Advance Learner groups for Semester II, IV and Semester VI will prepare based on the performance of the students in class, semester results and class tests
6. Faculty members will take extra classes and counsel the students and necessary steps to be taken regarding the improvement and progress of students.

Meeting ends with a vote of thanks and from the chair.



SK Mainuddin 31.01.2023
Sk Mainuddin
Head, Department of Arabic
H.O.D
Department of Arabic
Gour Mahavidyalaya

Snippets of Mentor-Mentee Meet



Attendances of Mentee

MENTEE and MENTOR MEETING RECORD SESSION- 2022-2023 GROUP-A : SK MAINUDDIN		SEMESTER-2	
MENTOR:	MENTEE	MENTOR:	MENTEE:
SK MAINUDDIN (NO.1)	1. Zaim Nabila		1. Taslim ALI
	2. Hafizah Mubillah		2. Atiqul Ulfah
	3. Nurul Afiq		3. Rejina Khatun
	4. Nurul Huda		4. Ghulam Mubillah
	5. Nurul Qadri		5. Nurul Huda
	6. Nurul Hafidza		6. Sabud Alam
	7. Sabud Alam		7. Hasibur Rahman
	8. Nurul Hafidza		8. Suraya Yasmin
	9. Nurul Hafidza		9. Nurul Hafidza
	10. Nurul Hafidza		10. Nurul Hafidza
	11.		
	12.		

SK Mainuddin
16-02-2023

Attendance of Mentee: Group – A: Sk Mainuddin, SEM- I & II (Admission Session- 2022-2023)

MENTOR MENTEE MEET RECORD SESSION- 2021-2022 GROUP-A : SK MAINUDDIN		MENTOR MENTEE MEET RECORD SESSION- 2021-2022 GROUP-A : SK MAINUDDIN SEM-1	
MENTOR:	MENTEE	MENTOR:	MENTEE:
SK MAINUDDIN (SEM-1)	1. Shital Rabi Doo	MS ESHA MR. ZAIN ABIDE MR. Nurulhuda Ahmad Nurjahan Pariza Mansura Khatun	SK Mainuddin
	2. Peshkhal ALI		
	3. Sultana Khatun		
	4. Rogal SK		
	5. Sultana Khatun		
	6.		
	7.		
	8.		
	9.		
	10.		
	11.		
	12.		

MS ESHA
MR. ZAIN ABIDE
MR. Nurulhuda Ahmad
Nurjahan Pariza
Mansura Khatun

SK Mainuddin
21-02-2022

Attendance of Mentee: Group – A: Sk Mainuddin, SEM- III & IV (Admission Session- 2021-2022) and SEM- V& VI (Admission Session- 2021-2022)

MENTOR AND MENTEE SESSION - 2022-2023 GROUP - B: MD JAINUDDIN SEMESTER - 1		MENTOR MENTEE MEETING RECORD GROUP - B: MD JAINUDDIN	
MENTOR - MD JAINUDDIN	1. Md. Mubtobul Islam 2. Meeddassiss Alam 3. Md. Momin Hossain 4. Shariq Akter 5. Md. Rafiq H 6. Jashimudalin Ek 7. 8. 9. 10. 11. 12.	MENTOR - MD JAINUDDIN	SEMESTER - 1 1. Jairob Hakin 2. Md. Jannatul Hossain 3. Jashifa Khatun 4. Masud Khatun 5. Anwarul Hossain
	MD JAINUDDIN 22/09/23	MENTOR - MD JAINUDDIN	SEMESTER - 2 1. Jairob Hakin 2. Jashifa Khatun 3. Masud Khatun 4. Md. Jannatul Hossain 5. Masud Khatun 6. Anwarul Hossain
MENTOR - MD JAINUDDIN	1. Md. Rafiq H 2. Md. Mubtobul Islam 3. Meeddassiss Alam 4. Md. Momin Hossain 5. Shariq Akter 6. Jashimudalin Ek 7. 8. 9. 10. 11. 12.	MENTOR - MD JAINUDDIN	SEMESTER - 3 1. Jairob Hakin 2. Md. Jannatul Hossain 3. Jashifa Khatun 4. Masud Khatun
	MD JAINUDDIN 05/10/23	MENTOR - MD JAINUDDIN	SEMESTER - 4 1. Jairob Hakin 2. Jashifa Khatun 3. Masud Khatun 4. Md. Jannatul Hossain
		MENTOR - MD JAINUDDIN	SEMESTER - 5 1. Jairob Hakin 2. Md. Jannatul Hossain 3. Jashifa Khatun
		MENTOR - MD JAINUDDIN	SEMESTER - 6 1. Jairob Hakin 2. Jashifa Khatun 3. Md. Jannatul Hossain

Attendance of Mentee: Group - B: Md. Jainuddin, SEM- I & II (Admission Session- 2022-2023), SEM- III & IV (Admission Session- 2021-2022) and SEM- V & VI (Admission Session- 2021-2022)

MENTOR & MENTEE MEETING RECORD SESSION - 2022-2023 GROUP - C: MD ASADULLAH (GANT)		MENTOR MENTEE MEETING RECORD GROUP - C: MD ASADULLAH	
MENTOR - MD ASADULLAH (GANT)	SEM - 1 1. Md. Asadullah 2. Md. Asadullah 3. Jannatul Islam 4. Md. Asadullah 5. Md. Asadullah 6. 7. 8. 9. 10. 11. 12.	MENTOR - MD ASADULLAH (GANT)	SEM - 1 1. Abdullah 2. Anwarul Islam 3. Anwarul Islam 4. Anwarul Islam 5.
		MENTOR - MD ASADULLAH (GANT)	SEM - 2 1. Anwarul Islam 2. Anwarul Islam 3. Abdullah 4. Anwarul Islam 5.
MENTOR - MD ASADULLAH (GANT)	SEM - 3 1. Md. Asadullah 2. Md. Asadullah 3. Md. Asadullah 4. Jannatul Islam 5. 6. 7. 8. 9. 10. 11. 12.	MENTOR - MD ASADULLAH (GANT)	SEM - 3 1. Anwarul Islam 2. Anwarul Islam 3. Anwarul Islam 4. Abdullah 5.
		MENTOR - MD ASADULLAH (GANT)	SEM - 4 1. Anwarul Islam 2. Abdullah 3. Anwarul Islam 4. Anwarul Islam 5.

Attendance of Mentee: Group - C: Md. Asadullah, SEM- I & II (Admission Session- 2022-2023), SEM- III & IV (Admission Session- 2021-2022) and SEM- V & VI (Admission Session- 2021-2022)

Issue Record

GROUP - A: ISSUE RECORD
MENTOR - SK MAINUDDIN
SEM - 1 (SESSION - 2022 - 2023)

1) Problem with the Arabic Language -

Suraiya jasmin

2) problem with Wi-Fi and password

Imran Khan

3) Problem with The Arabic Language

Sohail SK

4) Attending irregularly due to the family reason and problem

Shakil NKTC

Signature of Mentor
SK - Mainuddin
30.08.2022

MENTOR - MENTE: ISSUE RECORD
GROUP - B MD JAINUDDIN
MDJ
SEM - 1

1) regarding Identity card Issue.

Md. Mokimul SK

2) Problem with Wi-Fi ID and Password.

Mudalabze Alam

3) Attending irregularly due to the family Reason and problem.

Khaledur Rahman

MENTOR- MENTEE- : ISSUE RECORD
GROUP- B- MD JAINUDDIN
SEM- 3

1) The Scholarship has not been verified and is still pending with the institution level

Makhsuda Khatoon

2) Regarding Identity Card and Library issue
Sulhoni

MENTOR- MENTEE- : ISSUE RECORD
GROUP- A (SESSION- 2021-2022)
SK MAINUDDIN
SEM- 3

1) The Scholarship has been verified and is still pending with the institution level.

Sulhoni Khatoon

MENTOR- MENTEE- : ISSUE RECORD
GROUP- B- MD JAINUDDIN
SEM- 3

1) The Scholarship has not been verified and is still pending with the institution level

Makhsuda Khatoon

2) Regarding Identity Card and Library issue
Sulhoni

3) Problem with IDI ID Approved.

Abdulloh

4) Regarding Identity card and Library card ISSUE.
Abdul Isam

Shahid Kabir
Sulhoni Khatoon
B.A/21/3066
B.A/21/10606

Problem to understand in the unit of general
idea of Model Area world

1. Low performance in class test

Miftah
Hasmina Khatoon

2. worried about missing the
DSF period

SR
13.05.2022

Makhsuda Khatoon
Miftah
Hasmina Khatoon
Discipline Specific Subjects
SR
29.11.2021

Tairab Isam
Masud Ham
verified about how to write seminar
papers, raised by Masud Ham
SR
19.04.2022

DATE- 13.05.2022
Abul Karim Azad- problem with paper of DE-12
Abu Taher

Issue Resolved Record



Issues Raised and Resolved in Mentor-Mentee System

Sl.No	Name of the Mentee	Name of the Mentor	Issue Raised	Resolved	Signature of the Mentor
1	Suraiya Yeasmin Roll No 1222ARBH0043 Sem-1	Sk Mamuddin	Problem with the Arabic Language	The mentor advised mentee not to worry about Arabic and encourage him that he can easily master the language.	SK Mamuddin
2	Sohel Sk 1222ARBH0043 Sem-1	Sk Mainuddin	Do	Do	SK Mainuddin
3	Taslim Sk Roll No 1222ARBH0044 Sem-1	Sk Mamuddin	Problem with Wi-Fi ID and Password	Issued Wi-Fi ID and Password through by providing ICT cell	SK Mamuddin
4	Shakil Aktar Roll No 1222ARBH0040 Sem-1	Sk Mainuddin	Attending irregularly due to the family reason and problems	Spoke with the parents and discussed about the problem he is facing in college and it resolved	SK Mainuddin
5	Khaledar Rahman 1222ARBH0015 Sem-1	Md Jaimuddin	Requested permission for not attending classes for 10 days due to family issues	Permission was granted for 10 days for special cases after consulting with HOD	Md Jaimuddin
6	Md Mukinul Sk Roll No 1222ARBH0014 Sem-1	Md Jaimuddin	Regarding Identity Card and Library Card Issue	Resolved by providing both Cards	Md Jaimuddin
7	Mudassir Alam Roll No 1222ARBH005 Sem-1	Md Jaimuddin	Problem with Wi-Fi ID and Password	Solved by providing front seating	Md Jaimuddin
8	Imran Khan Roll No 1222ARBH0013 Sem-1	Md Asadullah	Regarding Identity Card and Library Card Issue	Resolved by providing both Cards	Md Asadullah

SK Mamuddin
Signature of the HOD
H.O.D
Department of Arabic
Gour Mahavidyalaya

VA
Signature of the Principal

Principal
GOUR MAHAVIDYALAYA
Mangalbari, Malda.





9	Sultana Khatun Roll No 1221ARBH0738 Sem-3	Sk Maimuddin	The scholarship has not been verified and is still pending with the institution level	Counselled the mentee not to worry about his scholarship and it's resolved after consulting with the administration of the institution	Sk Maimuddin
10	Sakil Gani Roll No 1221ARBH0719 Sem-3	Md. Jaimuddin	Regarding Identity Card and Library Card Issue	Resolved by providing both Cards	Md Jaimuddin
11	Hadiul Islam Roll No 1221ARBH0709 Sem-3	Md Asadullah	Do	Do	Md Asadullah
12	Kabirul Islam Roll No 1220ARBH0738 Sem-5	Sk Maimuddin	Worried about choosing the Discipline Specific Elective paper	Contacted with the mentee and gave a general overview of each optional paper	Sk Maimuddin
13	Alif Sk Roll No 1220ARBH0004 Sem-5	Sk Maimuddin	Low performance in class test	Counselled him to clear his doubt with concern papers	Sk Maimuddin
14	Nurjahan Parvin Roll No 1220ARBH0719 Sem-5	Md. Jaimuddin	Health issue, Breathing problem	Take care as per requirements by allotting separate bench and also continuous monitoring	Md Jaimuddin
15	Shital Ravi Das Roll No 1221ARBH0737 Sem-4	Sk Maimuddin	Problem to understanding in the unit of General Idea of Modern Arab World	Counselled him to clear his problem with a special class	Sk Maimuddin
16	Saitana Khatun Roll No 1221ARBH0737 Sem-4	Sk Maimuddin	Problem to understanding in the unit of General Idea of Modern Arab World	Counselled him to clear his problem with a special class	Sk Maimuddin
17	Jainab Khatun Roll No 1221ARBH0711 Sem-4	Md. Jaimuddin	Requested permission for not attending classes for 10 days due to illness	Permission was granted for 10 days for special cases after consulting with HOD	Md Jaimuddin

Sk Maimuddin
Signature of the HOD
H.O.D
Department of Arabic
Gour Mahavidyalaya


Signature of the Principal
Principal
GOUR MAHAVIDYALAYA
Mangalbari, Maida.

18	Kabirul Islam Roll No 1220ARBH0738 Sem- 6	Sk Maimuddin	Worried about choosing the Discipline Specific Elective paper	Contacted with the mentee and gave a general overview of each optional paper	Sk Maimuddin
19	Masud Alam Roll No 1220ARBH0007 Sem-6	Sk Maimuddin	Do	Do	Sk Maimuddin
20	Jainab Islam Roll No 1220ARBH0008 Sem- 6	Sk Maimuddin	Worried about how to writing seminar paper	Discussed and supplied the required writing guidelines for the seminar paper, along with a PDF	Sk Maimuddin
21	Hasnur Khatun Roll No 1220ARBH0007 Sem-6	Sk Maimuddin	Do	Do	Sk Maimuddin
22	Wahida Rahman Roll No 1220ARBH0031 Sem- 6	Md Asadullah	Worried about choosing the Discipline Specific Elective paper	Contacted with the mentee and gave a general overview of each optional paper	Md Asadullah

Sk Maimuddin
Signature of the HOD
H.O.D
Department of Arabic
Gour Mahavidyalaya


Signature of the Principal
Principal
GOUR MAHAVIDYALAYA
Mangalbari, Malda.



Our Observation

The mentor-mentee program is an important initiative to empower aspiring teachers with the abilities, information, and self-assurance they need to succeed in their teaching professions. The program supports the ongoing success of our learning community by encouraging professional and personal growth, improving teaching abilities, and creating enduring professional relationships.

In addition to enhancing the teaching experience for educators, this Mentor-Mentee program gives mentors a chance to participate in reflective teaching practices and give back to the education community. This is a win-win scenario that will support the ongoing development of the educational environment at our college.

Department of Arabic


Signature Head of the Department
H.O.D
Department of Arabic
Gour Mahavidyalaya


Signature of the Principal
Principal
GOUR MAHAVIDYALAYA
Mangalbari, Malda.

Gour Mahavidyalaya

كلية غور

Mangalbari, Malda

منغلباري، مالدہ