

Devi Ahilya VishwaVidyakaya, Indore
Institute of Engineering & Technology

IET/DAVV/26/206

Dated: 20/08/2026

NOTICE

All the students of BTech, BE & B Des are hereby informed that the following teachers shall be their mentors for the academic year 2026-27 (both semesters). Each faculty mentor shall provide moral guidance, personal counselling and will be like guardian to the allotted group of students. Each mentor shall arrange regular meetings with the related group of students. Students are also required to be in contact with their Mentors and Class teachers through meetings and Watsapp groups.

All BTech I, II, III & BE IV year faculty mentors are requested to submit their reports on monthly basis in prescribed format along with attendance of students present in mentor meeting to Dr. Raksha Upadhyay, Coordinator, DQAC, IET. You all are required to submit reports of current smonth by 5th of next month.

Batch-1 Roll number 01 to 40, Batch-2 Roll number 41 and onwards

BTech I	Mentor Faculty Name	Dept
BTech I Year CS A Batch-1	Mr. Arpit Agrawal	CSE
BTech I Year CS A Batch-2	Dr. Meena Sharma	CSE
BTech I Year CS B Batch-1	Dr. Ashish Jain	CSE
BTech I Year CS B Batch-2	Dr. G.L. Prajapati	CSE
BTech I Year IT A Batch-1	Dr. Vrinda Tokekar	IT
BTech I Year IT A Batch-2	Dr. Jagdish Raikwal	IT
BTech I Year IT B Batch-1	Dr. Hemant Makwana	IT
BTech I Year IT B Batch-2	Mr. Pravin Karma	IT
BTech I Year E&TC A Batch-1	Dr. Ravi Sindal	E&TC
BTech I Year E&TC A Batch-2	Dr. Raksha Upadhyay	E&TC
BTech I Year E&TC B Batch-1	Dr. Uma Bhatt	E&TC
BTech I Year E&TC B Batch-2	Dr. P D Ashok	E&TC
BTech I Year CSBS A Batch-1	Dr. C P Patidar	IT
BTech I Year CSBS A Batch-2	Dr. Arti Saran	Humanities
BTech I Year CSBS B Batch-1	Dr. Rachna Gupta	Physics
BTech I Year CSBS B Batch-2	Dr. Ruchi Singh	English
BTech I Year Civil Batch-1	Dr. Pratosh Bansal	IT
BTech I Year Civil Batch-2	Dr. Vijay Karma	Mech
BTech I Year E&I Batch-1	Dr. Ajay Verma	E&I
BTech I Year E&I Batch-2	Dr. Shashi Prakash	E&I
BTech I Year Mech Batch-1	Dr. Ashesh Tiwari	Mech
BTech I Year Mech Batch-2	Mr. Ibrahim Hussain	Mech

BTech I Year E&E A Batch-1	Dr. Shivangi Bande	E&I
BTech I Year E&E B Batch-1	Dr. Jitendra Singh	Chemistry
BTech I Year I&P A Batch-2	Dr. Suwarna Torgal	Mech
BDes I Year Batch-1	Dr. Devendra S Verma	Mech

BTech II	Mentor Faculty Name	Dept
BTech II Yr CS A Batch-1	Dr. Vaibhav Jain	CSE
BTech II Yr CS A Batch-2	Mrs. Nilima Karankar	CSE
BTech II Yr CS B Batch-1	Dr. Sufia Aziz	Maths
BTech II Yr CS B Batch-2	Mrs. Jyoti Haweliya	CSE
BTech II Yr IT A Batch-1	Dr. Rohit Pathak	Maths
BTech II Yr IT A Batch-2	Dr. Dheeraj Mandloi	Chemistry
BTech II Yr IT B Batch-1	Mr. Vikas Vankhede	IT
BTech II Yr IT B Batch-2	Ms Sonali Korane (VF)	CSBS
BTech II Yr E&TC A Batch-1	Dr. Madhavi Jangalwa	E&TC
BTech II Yr E&TC A Batch-2	Mrs. Sneha Moghe	E&TC
BTech II Yr E&TC B Batch-1	Dr. Dhiraj Nitnaware	E&TC
BTech II Yr E&TC B Batch-2	Dr. Vaibhav Neema	E&TC
BTech II Yr CSBS A Batch-1	Neelima Ahire (VF)	CSBS
BTech II Yr CSBS A Batch-2	Dr. Tapesh Sarsodia	E&TC
BTech II Yr CSBS B Batch-1	Ms Deepali Panwar (VF)	CSBS
BTech II Yr CSBS B Batch-2	Dr. Ashish Panchal	E&TC
BTech II Yr Civil Batch-1	Dr. Sharad Choudhary	Mech
BTech II Yr Civil Batch-2	Mr. Ajit Bergaley	Mech
BTech II Yr E&I Batch-1	Mr. Amit Jha	E&I
BTech II Yr E&I Batch-2	Mr. Shahid Khilji	E&I
BTech II Yr Mech Batch-1	Dr. Amit Kumar Gupta	Mech
BTech II Yr Mech Batch-2	Dr. Nagendra Sohni	Mech
BDes II Year Batch-1	Mr. Ravindra Verma	CSE

BTech III	Mentor Faculty Name	Dept
BTech III Yr CS A Batch-1	Dr Govind Maheshwari	Mech
BTech III Yr CS A Batch-2	Mr Lalit Gehlot	CSE
BTech III Yr CS B Batch-1	Mr. Amit Mittal	CSE
BTech III Yr CS B Batch-2	Dr. Jitendra Soni	CSE
BTech III Yr IT A Batch-1	Dr. Vivek Kapoor	IT
BTech III Yr IT A Batch-2	Jayesh Yadav (VF)	IT
BTech III Yr IT B Batch-1	Renu Dangi (VF)	IT
BTech III Yr IT B Batch-2	Deepak Tawali (VF)	IT
BTech III Yr E&TC A Batch-1	Dr. Anita Seth	E&TC
BTech III Yr E&TC A Batch-2	Mr. Brahman Singh Bhalavi	E&TC

9/12

BTech III Yr E&TC B Batch-1	Mr. Praveen Singh	E&TC
BTech III Yr E&TC B Batch-2	Dr. Sangeeta Solanki	E&TC
BTech III Yr E&I Batch-1	Dr. Hemlata Pal	E&I
BTech III Yr E&I Batch-2	Dr. Priyanka Sharma	E&I
BTech III Yr Civil Batch-1	Mr Ajeet Bargaley	Mech
BTech III Yr Civil Batch-2	Dr. Arti Sharan	Humanities
BTech III Yr Mech Batch-1	Mr. Santosh Kansal	Mech
BTech III Yr Mech Batch-2	Ms. Jyoti Soni	Mech
BTech III Yr CSBS Batch-1	Ms Khushboo Yadav (VF)	CS
BTech IV	Mentor Faculty Name	Dept
BE IV Yr CS A	Dr. Aditya Makwe	CSE
BE IV Yr CS B	Ms. Vedpriya Dongre	CSE
BE IV Yr IT A	Mr Ravindra Yadav	IT
BE IV Yr IT B	Mr. Jai Singh	IT
BE IV Yr E&TC A	Mr Zafar Ansari (VF)	E & TC
BE IV Yr E&TC B	Ms Shradha Gautam (VF)	E&TC
BE IV Yr E&I	Dr. Shailendra Pathak	E&I
BE IV Yr Civil	Dr. Chandrashekhar Chauhan	Maths
BE IV Yr Mech	Mr. Omprakash Sondhiya	Mech

To make the mentoring system more effective and outcome-oriented, following are suggestive **Mentor action points**:

Mentor Action Points

- 1. Conduct One Mentor Meeting Every Month**
 - Minimum one formal meeting every month.
 - Maintain attendance and meeting minutes.
- 2. Create & Maintain a WhatsApp Group**
 - Include all mentees and class teacher.
 - Share academic notices, opportunities and important updates.
- 3. Know Every Student Personally**
 - Maintain a brief profile of each student containing:
 - Contact details
 - Parent details
 - Academic performance
 - Hostel/Day Scholar status
 - Career aspirations
 - Special concerns (if any)
- 4. Monitor Academic Performance**
 - Review attendance regularly.
 - Identify students with poor attendance or weak performance.
 - Counsel them individually.
- 5. Parent Interaction**

- Contact parents whenever required.
- At least one meaningful interaction during each semester for students requiring support.

6. **Career Guidance**

- Discuss:
 - Higher studies
 - Placements
 - Internships
 - Competitive examinations
 - Entrepreneurship
 - Skill development

7. **Promote Student Well-being**

- Provide emotional and motivational support.
- Refer serious psychological issues to appropriate authorities whenever necessary.

8. **Encourage Participation**

- Motivate students to participate in:
 - Clubs
 - Technical societies
 - Sports
 - Cultural activities
 - NSS/NCC
 - Hackathons
 - Innovation competitions

9. **Identify Special Cases**

- Financial difficulties
- Health issues
- Family problems
- Ragging-related concerns
- Behavioural issues
- Recommend timely support.
-

10. **Monitor Professional Development**

Encourage every student to:

- Build a professional resume.
- Create/maintain a LinkedIn profile.
- Complete at least one certification every semester.

11. **Promote Ethical Behaviour**

- Encourage discipline, punctuality and professional conduct.
- Reinforce institute values and code of conduct.

12. **Encourage Industry Exposure**

- Inform students about internships, industrial visits, seminars and expert lectures.

PR

13. Support Research & Innovation

- Motivate students to undertake mini projects, publish papers, file patents and participate in innovation challenges.

14. Maintain Mentor Record

Keep a digital folder containing:

- Student profiles
- Meeting attendance
- Minutes of meetings
- Action taken
- Follow-up records

15. Submit Monthly Report

Submit the prescribed report with attendance and action taken by the **5th of every month**, as required in the notice.

Suggested Key Performance Indicators (KPIs) for Mentors

KPI	Target
Mentor meetings	≥ 1 per month
Student interaction	100% mentees contacted monthly
Attendance review	Monthly
Academic counselling	All weak students counselled
Parent interaction	As required (minimum once/semester for identified students)
Career guidance session	≥ 2 per semester
Monthly report submission	By 5th of every month
Student satisfaction	Positive feedback from mentees


Director

Copy to:

1. Faculty group email and official WhatsApp groups
2. Students group email
3. Common Notice Board
4. IET Website (notices.ietdavv.edu.in)
5. All HoDs, DQAC, Admin Officer
6. Director Office

Director
Institute of Engineering & Technology
Devi Ahilya Vishwavidyalaya
INDORE