

Civil Engineering Department
Jawaharlal Nehru Govt. Engineering College
Sundernagar, Distt. Mandi (H.P.)-175018
Phone No. 01907-267199, 267688, Fax No. 267811
Web site: <http://www.jngec.ac.in>, Email: jngechp@yahoo.co.in

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Azadi Ka
Amrit Mahotsav

No. GEC/SNR/CIVIL/Student Counselling/21/45- 18/3/23-976 Date - 18/3/23

OFFICE ORDER

As per the office note no. GEC/SNR/Civil/09/13-973, dated 17/03/2023 regarding faculty counsellors in Civil Engg. Department, the following activities will be conducted under this student counselling activity.

In order to provide students a genuine & empathetic environment for their overall growth & well-being, the faculty counsellors will offer assistance to students to address academic, personal or interpersonal, professional issues. The process is mentioned below.

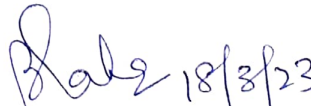
- Faculty Counsellors will identify the students who have any issues regarding academic/personal/professional aspects.
- Class Counsellors will arrange meeting in coordination with departmental counsellor after identifying those students & counsel them as per issues raised whenever needed.
- He/She will keep the record of issues & attendance of the counselling session/s in the attached format (Annexure-A) and submit the records to the undersigned.
- To apprise the Head of the Department regarding necessary actions/suggestions for the issues raised during the counselling sessions.
- The counselling session can be conducted at any convenient timing in every week or biweekly on monthly basis.
- Evaluation of students to be done on a continuous basis, in order to provide opportunities for improvement.
- The faculty counselors may identify the academic weaknesses and then counsel the students as to how they may improve their performance.

As per the office note mentioned, the faculty counsellors are:

8th sem- Er. Surabhi

6th Sem- Er. Prashant

4th Sem- Er. Kapil


Er. Bedatrayee Saha
Asstt. Prof., CED
Department Counsellor
Civil Engg. Deptt., JNGEC

Copy to:

1. Above mentioned faculty counsellors for information & n/a pl.
2. Office copy.