



SUPPORTING DOCUMENT

1.3.1

**INSTITUTION INTEGRATES CROSSCUTTING ISSUES RELEVANT
TO PROFESSIONAL ETHICS, GENDER, HUMAN VALUES,
ENVIRONMENT AND SUSTAINABILITY INTO THE CURRICULUM**




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Mentor – Mentee Card Sample



St. Bede's College
NAAC Re-Accredited A+ College

Mentor - Mentee Card

Name.....
Class.....*B.B.A*.....
Batch.....*2022 - 2025*.....

Mentor-Mentee Card of B.B.A. Student

**MENTOR:**

Name	Dr. Devina
Subject	Hindi

MENTEE:

Name	
Class	BB
Ship	Himmat
Member of Society/Cell	Placement Cell
Registration Number	5 2208 3 0016
Mentee's Phone Number	
Email ID & Residential Address	
Date of Birth	13/07/2004
Blood Group	B(-)
Father's Name	
Father's Occupation	Drilling Engineer
Father's Contact Number	
Mother's Name	
Mother's Occupation	Housewife
Mother's Contact Number	
Any Health issues /Allergies	-

Mentor-Mentee Card of B.B.A. Student



STUDENT PROFILE PARTICIPATION IN ACTIVITIES

First Year

Date		3/3/23	4/3/23	4/9/23	7/10/23	11/10/23		
Extracurricular	Robert Harrington	International Eco Conference	International Eco Conference	Career Counselling Session	Debate Competition	Donation Drive		
Academic								
NCC/Sports								
Others								

Second Year

Date	5th Sept							
Extracurricular	Teacher's Day							
Academic								
NCC/Sports								
Others								

Third Year

Date	5th Sep	7th Oct	8th March	8th Oct				
Extracurricular	Teacher's Day	Student Ind uction Program	Placement Drive with Maxnova	Student Knowledge Sharing Program				
Academic								
NCC/Sports								
Others								

Position held in the student council..... Placement Cell Secretary (2nd year)

Date	Aug 29	Sep 18	Sep 25	Oct 7	Oct 10	Oct 16	Dec 7	Dec 11	Dec 4	Nov 26	Oct 9	Nov 26	Feb 17	Feb 22	Aug 13	Oct 15	Aug 17	Month 17	Oct 8	Oct 25	Oct 10
Activity attended	Career Guidance Workshop	Career Counselling Workshop	Career Counselling Workshop	Induc tion Program	World Mentor Day	MUN	Online Placement Drive	Bhaskar Bhaskar Bhaskar	Inter Ship Sing	Inter Ship Sing	New Radio EBA	Rise Shine Program	Roz gar Pala	Ami Rosa Sing	Cyber Security Awareness	Emp owerment Program	Study Knowledge Program	Disaster Preparedness	Disaster Preparedness	Disaster Preparedness	

Student's Participation in the Activities



Academic Performance

First Year (1st & 2nd Semester)

Class Test	OB	Stats	Intro Dev	EVS	Bus Com	Eco	Acc	Ethics	
Assignments	10	10	10		5	10	10	10	
Mid Term Test	12.5	15	13		9	13	14	12.5	
End Term Examination	64	82	78	78	60	69	76	68	

Second Year (3rd & 4th Semester)

Class Test	Proc CC	Prod Acc	Plan Acc	Inv Bus	Per Dev	Bus Rev	HCM	Fin M	Tax Plan	IT Tools
Assignments	10	9	10	10	10	10	10	10	10	9
Mid Term Test	14	13	14	14	14	13.5	14	13	15	13
End Term Examination	69	67	75	80	83	78	83	61	62	76

Third Year (5th & 6th Sem)

Class Test	Quon Tec	Les Asp	Prod Men	Inv D	Prof App	Bus St	Fin Men		
Assignments	10	10	9	10					
Mid Term Test	12.5	13	12.5	14	12.5	14			

Signature of the Mentor (Teacher)

LEARNING OUTCOMES OF MENTEE - MENTOR SESSIONS

FIRST YEAR

- Developing structured approaches to academic research.
- Learning effective time management strategies for coursework.
- Strengthening interpersonal skills for meaningful connections.

SECOND YEAR

- Understanding leadership qualities in professional settings.
- Strengthening critical assessment of academic sources.
- Mastering ways to synthesize multi-disciplinary research.

THIRD YEAR

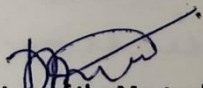
- Learning high-level strategic problem-solving techniques.
- Mastering negotiation and persuasion in structured academic discussions.

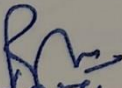


SWOT ANALYSIS OF THE STUDENT

Strengths What are you good at?	Weaknesses What could you improve at?
<ul style="list-style-type: none">→ Creative Problem Solving→ Strong Research Skills→ Effective Communication→ Leadership Skills	<ul style="list-style-type: none">→ Perfectionism & Overthinking→ Emotional Guardedness→ High Expectations
Opportunities What do you think are the opportunities open to you?	Threats What threats are there due to your weaknesses?
<ul style="list-style-type: none">→ Strategic Writing & Communication→ Expanding your Creative Expression→ Industry Influence→ Leadership Opportunities	<ul style="list-style-type: none">→ Emotional Burnout→ Balancing Practicality with Idealism→ External Pressure & Academic Demand




Signature of the Mentor (Teacher)


Library

SWOT Analysis of the Student



St. Bede's College

NAAC Re-Accredited A+ College

Mentor - Mentee Card

Name

Class..... B. Com

Batch..... 2022-25

Mentor-Mentee Card of B.Com. Student

**MENTOR:**

Name	Dr. Devina
Subject	

MENTEE:

Name	[REDACTED]
Class	B.Com
Ship	INS Chirag
Member of Society/Cell	Debates and Placement Poetry Society, Dramatics, cell
Registration Number	223012 OR 4181
Mentee's Phone Number	[REDACTED]
Email ID & Residential Address	vitvikasharma28@gmail.com
Date of Birth	28/09/2003
Blood Group	A+
Father's Name	[REDACTED]
Father's Occupation	Retired Professor
Father's Contact Number	[REDACTED]
Mother's Name	[REDACTED]
Mother's Occupation	Housewife
Mother's Contact Number	[REDACTED]
Any Health issues /Allergies	N/A

Mentor-Mentee Card of B.Com. Student



STUDENT PROFILE PARTICIPATION IN ACTIVITIES

First Year

Date									
Extracurricular									
Academic									
NCC/Sports									
Others									

Second Year

Date	4th Oct. 2023	12th Oct 2023		11 Oct. 2023	March 2024				
Extracurricular	Inter Ship book review	Inter Ship poetry competition	Poster making on ozone.	Poster making on disaster	Workshop on disaster relief				
Academic									
NCC/Sports									
Others									

Third Year

Date	14th Nov 2023	4th Oct 2024	12 Oct 2024	August 2024	11 Dec 2024	24 Feb 2025			
Extracurricular	Heritage walk	Poetry competition	Inter-School poetry	Aids awareness printing	Open mic	Women's poster making			
Academic									
NCC/Sports									
Others									

Position held in the student council.....

Date	22/11/2023	11 Dec 2024	27 Nov 2024																
Activity attended	Inter school making	Workshop	Workshop																

Student's Participation in the Activities



SWOT ANALYSIS OF THE STUDENT

Strengths What are you good at?	Weaknesses What could you improve at?
<i>empathy</i>	<i>self - confidence</i>
Opportunities What do you think are the opportunities open to you?	Threats What threats are there due to your weaknesses?
<i>communication</i>	<i>not much confident, can improve</i>



Signature of the Mentee (Student)

Signature of the Mentor (Teacher)

SWOT Analysis of the Student



Value Education Report Sample

2024-2025




Value Education Report

Session: 2024-2025

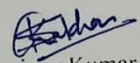
The 2024-2025 academic year value education classes began in July, 2024. The value education class comprised of 21 Geography Honours 1st Year, students. This year a complete syllabus was shared by the UGC on its official website. The syllabus focuses on a wide range of themes like the skill enhancement, soft skills, ethics, personality development and inclusion of Indian Knowledge System themes in the value education classes. Apart from syllabus given in the coursewide range of subjects were covered in the conversation, such as the significance of soft skills, the utility of family relationships, the practice of reading in libraries, the meanings of culture, necessity of self-confidence in day-to-day activities, etc. Other topics covered were dealing with anxiety, seeking alternative career opportunities, personality development, regional dialects, indigenous religions, Himachal and Indian folklore, and indigenous languages. Apart from these above topics some more topics were discussed as communication skills, leadership and management skills, professional skills, universal human values etc.

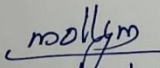
The mentees actively participated in teachings and class discussions.

Mentor:


Dr. Pankaj Aashish

Mentor:


Mr. Sanjeev Kumar


19/2/25
Principal
St. Bede's College
Shimla

Value Education Report by the Mentors



VALUE EDUCATION REPORT

2024-25

As part of our value education program, teachers played a pivotal role in instilling the significance of love, truth, non-violence, service, and compassion in students. Through interactive lessons, engaging activities, and real-life applications, educators guided students in understanding how these values shape their character and moral foundation. In today's fast-paced and materialistic world, these lessons are crucial in nurturing responsible and empathetic individuals who contribute to a harmonious and ethical society.

Teachers introduced students to the fundamental skill of writing and its various forms to enhance their ability to communicate effectively.

Educators underscored the importance of communication skills, which are essential for both personal and professional success. They provided students with comprehensive training in this area. Teachers also demonstrated how nonverbal cues significantly impact communication. Students explored various aspects, including facial expressions, body language, and gestures.

To cultivate strong leadership and management skills, teachers guided students through essential concepts necessary for both personal and organizational growth. Through case studies and real-life applications, teachers introduced students to innovative leadership strategies. The principles of design thinking, including problem-solving and creative ideation, were emphasized.

Teachers played a key role in helping students develop vital professional skills needed for teamwork and career advancement. Additionally, educators instilled in students the value of selfless service, emphasizing compassion, volunteering, and community engagement. They also imparted lessons on renunciation (sacrifice), helping students understand its significance in leading a meaningful and ethical life.

Through dedicated instruction and hands-on learning experiences, teachers ensured that students internalized essential values and skills. The integration of love, truth, non-violence, service, and compassion into the curriculum helped shape students into responsible individuals who contribute positively to society.

Dr. Jyotika Brari

Dr. Sangeeta Sharma

molly m
01/5/25
Principal
St. Bede's College
Shimla

Value Education Report by the Mentors



VALUE EDUCATION (2024-25)

The value education class focused on different topics to inculcate the values of honesty, kindness, respect, responsibility among the students. The session aimed to help students understand the importance of the value in their daily lives and how to apply it in different situations.

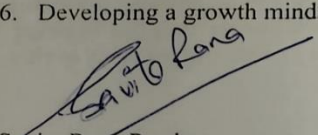
Storytelling, discussion, real-life examples, group activities were undertaken in order to make clear understanding of different topics in the respective class. Students participated actively in discussions and shared their thoughts and experiences related to the topic such as:

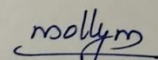
Topics Discussed:

1. Communication Skills
2. Leadership and Management Skills
3. Professional Skills
4. Universal Human Values
5. Entrepreneurial Skills

Key Learning:

1. Moral and ethical Values
2. Empathy and Compassion
3. Responsibility and Accountability
4. Teamwork and coordination
5. Decision Making and Problem solving skills
6. Developing a growth mindset


Dr. Savita Rana Prashar
Assistant Professor (HOD)
Department of Commerce and Management


03/04/25
Principal
St. Bede's College
Shimla

Value Education Report by the Mentors



Value Education Report

2024-25

This year's Value Education classes emphasized the importance of essential life skills, career development, leadership abilities, and core human values to nurture students into responsible, ethical, and confident individuals. The sessions aimed at balancing both practical and moral aspects, helping students apply these values effectively in real-life scenarios. Through interactive discussions, students reflected on the significance of these values in their personal and professional lives.

The **communication skills** module included topics such as **listening, speaking, reading, writing, non-verbal communication, digital literacy, and online ethics**. These sessions helped students improve their ability to express themselves clearly and responsibly, while also fostering safe and ethical online behaviour.

Professional development sessions introduced students to **résumé building, interview techniques, group discussions, and career exploration**, equipping them with the tools to succeed in job markets. Activities encouraged teamwork, critical thinking, and self-confidence, preparing students to excel in professional environments.

To develop leadership abilities and teamwork, modules focused on **presentation skills, trust and collaboration, brainstorming, social etiquette, and internal communication**. Leadership and managerial skills were emphasized through **entrepreneurial training, design thinking, and innovative leadership** sessions. These activities allowed students to explore practical strategies for managing teams and initiating projects effectively.

The heart of the program was **Universal Human Values**, including **love, compassion, truth, non-violence, peace, service, justice, and sacrifice**. Through these discussions, students learned the importance of empathy, integrity, and moral courage, essential for building positive relationships and contributing to society. The sessions focused not only on individual growth but also on the development of socially aware citizens capable of making ethical decisions in challenging situations.

Overall, these Value Education classes were designed to shape well-rounded individuals with a sense of responsibility towards themselves, their communities, and the environment. Students were encouraged to apply these values in daily life and cultivate habits that lead to both personal and professional success. The program successfully equipped participants with the skills to excel in their careers while remaining grounded in ethical principles.

Mentor:

Ms. Anjana Devi
(Department of Hindi)

Miss Divya Sharma
(Department of Commerce and Management)

mollym
03/04/25
Principal
St. Bede's College
Shimla

Value Education Report by the Mentors




Value Education Report
Session 2024-2025

The 2024–2025 academic year value education courses began in July, 2024. Our value education class was comprised of 47 Geography Pass Course 2nd Year, BA Honours Geography 2nd Year and BA Pass Course Political Science 2nd Year students. There were a few themes chosen at the first lesson that would be discussed in the sessions over the next few days. A wide range of subjects were covered in the conversation, such as the significance of soft skills, the utility of family relationships, the practice of reading in libraries, the meanings of culture, the necessity of self-confidence in day-to-day activities, etc. Other topics covered were dealing with anxiety, seeking alternative career opportunities, personality development, regional dialects, indigenous religions, Himachali and Indian folklore, and indigenous languages.

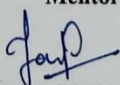
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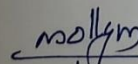
The mentees actively participated in teachings and class discussions.

Mentor:


Mr. Anoop Ditta

Mentor:


Ms. Tanika Thakur


19/02/25
Principal
St. Bede's College
Shimla

Value Education Report by the Mentors



VALUE EDUCATION

SESSION 2024-25

The report outlines the value education sessions conducted for students during the academic year 2024-25. The curriculum of the value education classes was designed on the bases of the objectives of *Jeevan Kaushal 2.0 Life Skills by University Grant Commission*. The primary objective of these sessions was to impart essential moral, ethical, and social values while equipping students with practical skills that will aid them both personally and professionally.

Key Topics Covered:

Communication Skills

Key Focus: Digital literacy, responsible use of social media, ethics, and cybersecurity

Practical Sessions:

- **Mock Email & Social Media Etiquette Exercise:** Students draft professional emails and analyze sample social media posts for ethical issues.
- **Cyber Etiquette Quiz:** Interactive quiz on digital safety and responsible online communication.
- **Role Play:** Scenarios where students respond to online bullying, misinformation, or unethical communication.

2. Leadership Skills

Key Focus: Integrity, ethical decision-making, compassionate leadership

Practical Sessions:

- **Case Study Discussions:** Real-life examples of ethical dilemmas faced by leaders and group discussions on possible actions.
- **Leadership Role Simulation:** Students take turns leading a small group task, followed by peer feedback.
- **Self-Assessment Activity:** Using leadership trait inventories to help students understand their strengths and areas for growth.

3. Management Skills

Key Focus: Financial planning, time management, resource allocation

Practical Sessions:

- **Budget Planning Exercise:** Students prepare a monthly budget for a student living away from home.
- **Time-Blocking Activity:** Creating a weekly schedule using time management techniques like the Eisenhower Matrix.



- **Team Task:** Group activity where students plan a mock event within limited resources and time.

4. Personal Skills

Key Focus: Resume writing, interview skills, self-presentation

Practical Sessions:

- **Resume Building Workshop:** Students prepare their resumes using templates and peer review them.
- **Mock Interviews:** Simulated interviews conducted in pairs or with external mentors, followed by feedback.
- **Elevator Pitch Practice:** Students practice introducing themselves in 30 seconds for networking or interview settings.

5. Universal Moral and Ethical Principles

Key Focus: Non-violence, peace, righteousness, personal reflection

Practical Sessions:

- **Value-Based Storytelling:** Students narrate personal or historical stories that highlight moral courage and integrity.
- **Ethics Circle:** Group discussion on real-world issues (e.g., honesty in exams, sustainability, community service).
- **Reflection Journal:** Students maintain a journal reflecting on how they practice ethical values in daily life.

Conclusion:

The value education sessions for the academic year 2024-25 successfully helped students develop both personal and professional skills alongside an understanding of universal moral values. These sessions are an essential part of preparing students to face future challenges with confidence, responsibility, and ethical consideration.

Teachers In-charge: -

Shweta Thakur

Pratiksha Tomar

28/3/25
Principal
St. Bede's College
Shimla

Value Education Report by the Mentors