

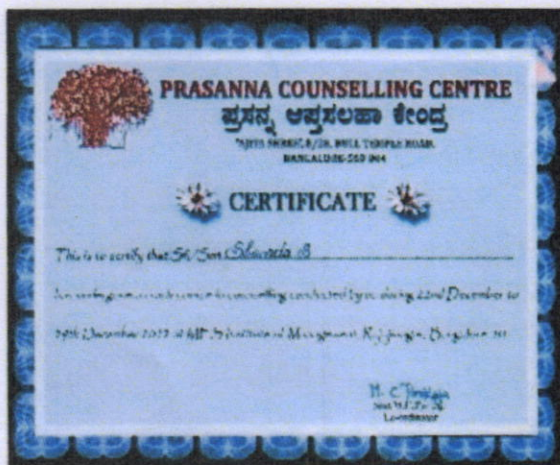
MES INSTITUTE OF MANAGEMENT

Vidya Vihara, 25/1, 17th Main, II Block, Rajajinagar, Bangalore - 560010

Affiliated to Bengaluru City University, NAAC accredited with B++

Faculty Members undergone a ten days Training Program conducted by Prasanna Counselling Centre and have been certified as para counsellors:

The teaching staff of MES Institute of Management has undergone a 10 days training programme conducted by **Prasanna Counselling Centre** and have been certified as Para counsellors. This training programme helps the teachers deal with various issues faced by college students such as lack of self-confidence, family problems, depression, achievement conflicts, loneliness, anxiety, classmate issues and so on. The purpose of counselling in the institution is to ensure the growth and progress of the students by providing them with emotional, interpersonal and intellectual development by the teachers themselves. Certain issues have been resolved quickly and easily by the teachers. If it is discovered that a student needs long term counselling, he or she will be referred to an appropriate counsellor. So far only one such case has been encountered.



A qualified fulltime counsellor has been appointed in MES Institute of Management.



THE MYSORE EDUCATION SOCIETY

MES / ADM -1/023/2024-25

Date: 11.09.2024

To

Ms. Chaitra R

#71/4, Lakshmi Nilaya, Andrahalli, Aralimara Circle

Peenya 2nd Stage Bangalore - 560 091

Madam,

Sub: Appointment of full time Counsellor

The Management of Mysore Education Society is pleased to appoint you as a full-time Counsellor for Rajajinagar Campus, on a Consolidated pay of Rs.30,000 Plus Rs. 5000/- Conveyance allowance, with the following functions:

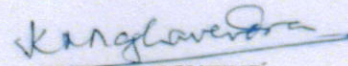
1. For the present, you shall establish a Students Counseling Centre at Rajajinagar Campus commonly for both at MES Institute of Management and Prof. MPL Sastry PU College and continue to visit other campuses as and when required for purposes of counseling.
2. You will identify teachers from the above institutions to function as Teacher-Counselors, after suggesting due training including short-term courses in counseling and attending relevant workshops.
3. You will address the problems of students as also of parents/faculty, in matters relating to studies, attendance, behavioral, emotional and such other issues of the MES students. An illustrative list of such activities is given below:
 - 3.1 You will on a regular basis identify and address students' problems such as their learning disabilities, mental health issues, parenting problems especially of single parents, distraction due to adolescence, social media-based issues, aversion towards studies, etc., counsel and help them to come out of such problems.
 - 3.2 You will address problems/difficulties of students such as withdrawal, unhappiness, annoyance, anger, inability to meet needs, lack of knowledge, partial or total failure, inability to realize aspirations, anxiety and hyperactivity.
 - 3.3 You will, through personal and social counseling, assist in motivating students to educational and vocational opportunities; move in the direction of fulfilling their potential, or achieve integration of conflicting elements within themselves; alter their maladjusted behavior and help them to gain self-esteem.
 - 3.4 You will provide students with the skills, awareness and knowledge, which will enable them to confront social inadequacy.





THE MYSORE EDUCATION SOCIETY

4. You will encourage and guide the teachers to become an integral part of the counseling machinery and act as virtual guides/teacher counselors.
5. You will, through the Counseling Centre, conduct various programs periodically (with outside resource persons where required) to reach out to the students, parents and teachers.
6. You shall keep the MES management informed of your visits to the other institutions and discharge all related duties and responsibilities as may be assigned by the MES Management.
7. You shall abide by the Rules & Regulations and Code of Conduct and Professional Ethics of MES and its institutions.
8. You shall maintain the integrity and confidentiality of the students as also that of MES and its institutions.
9. You are required to execute an agreement with the Management and its institutions.
10. You shall report to the Principal, MES Institute of Management, Rajajinagar, Bengaluru - 560 010 and work under the administrative control of Principal.
11. You shall participate in all the PTMs of both institutions.
12. You shall submit a verification certificate from your local police station before reporting.


CHIEF EXECUTIVE
Chief Executive

The Mysore Education Society
Malleswaram, Bangalore-560 003

Copy to

1. The Principal, MES Institute of Management with instruction to spare the services of Mrs. Chaitra to MPL PU College whenever required.
2. The Principal, MES MPL PU College for information
3. Manager, (F & A), MES
4. Office Order book



TEACHER ORIENTATION – STUDENT COUNSELLING CELL - 2024-25

REPORT

Date: 09-08-2025

Venue: Classroom- 306

A Teacher Orientation on the Student Counselling Cell was conducted to enhance faculty understanding of counselling processes and strengthen collaboration in supporting student wellbeing. The session covered the purpose of the counselling cell, core ethics of confidentiality and consent, and the importance of creating a safe and non-judgmental environment for students.

Key observations shared included issues of labelling, student intimidation, lack of communication before referrals, and breaches of confidentiality in staff discussions. These insights highlighted the need for sensitive handling of student concerns.

The role of the counsellor was clarified as one focused on emotional support, self-awareness, coping skills, and bridging communication between students, teachers, and parents—rather than enforcing discipline or fixing behaviour instantly.

Faculty were guided on appropriate referral practices, emphasizing that referrals should be made only for emotional or behavioural concerns and documented through the referral form. Do's and Don'ts were discussed, stressing active listening, respectful communication, and avoiding labels, comparisons, or humiliating disciplinary approaches.

Common myths about counselling were addressed, reinforcing that counselling benefits all students, change is gradual, and early intervention is more effective.

The session concluded with a call for collaboration, encouraging teachers to foster trust, empathy, and openness in the classroom, and to use the counselling cell as a supportive partner in student development.

Organized by,
CHAITRA R.,
Student Counsellor,
MES Institute of Management.

Sharada.S

Principal

MES Institute of Management
Rajajinagar Bangalore-560 010