

OFFICE MEMORANDUM

In pursuance of the guidelines and norms of the All India Council for Technical Education regarding student welfare, mental health support, counselling facilities, and holistic development of students, Indian Institute of Social Welfare and Business Management hereby constitutes a **Cell for Dedicated Psychologist for Student Support and Counselling** with immediate effect.

The Cell shall function as a support mechanism for promoting the psychological well-being, emotional resilience, stress management, and overall mental health of students. The Cell will provide professional counselling support, guidance, and intervention services to students facing academic, personal, emotional, behavioural, or career-related challenges.

AICTE Approval Process Handbook emphasizes the establishment of counselling facilities and psychological support systems for students, faculty, and staff.

The composition of the Cell is as follows:

Sl. No.	Name & Designation	Position in Committee
1.	Prof. Buddhadip Mukherjee	Chairperson
2.	Dr. Priyadarshini Pan	Member
3.	Ms. Sayeri Datta	Member
4.	Dr. Sumati Roy	Member
5.	Dr. Sritama Mandal Dasgupta	Convener

Objectives of the Cell

1. To provide professional psychological counselling and emotional support to students.
2. To create awareness regarding mental health, stress management, and emotional well-being.
3. To assist students in coping with academic pressure, anxiety, interpersonal issues, and personal concerns.
4. To organize workshops, seminars, and awareness programmes on mental wellness and emotional intelligence.
5. To identify students requiring special attention and provide appropriate referral support whenever necessary.
6. To maintain confidentiality, empathy, and ethical standards in counselling services.

Functions and Responsibilities

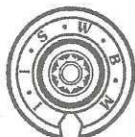
- Conduct individual and group counselling sessions.
- Maintain confidential counselling records.
- Extend support during emotional distress or crisis situations.
- Coordinate with faculty mentors and student support systems.
- Recommend preventive and developmental mental health initiatives.
- Submit periodic reports to the Institute authority.

The Cell shall function in coordination with the Student Welfare and Grievance Redressal mechanisms of the Institute for ensuring a healthy, safe, and supportive academic environment.

This memorandum is issued with the approval of the competent authority.


(Prof Dr Krishna M Agrawal)
Director

CC: All Members of the Committee
All HoDs/Registrar (Actg.)/FO/Librarian/Admin Dept/File



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