

PARENT TEACHER'S MEETING

The First Parent Teacher's Meeting for the session 2018-19 was organized by the S.O.S. in Electronics & Photonics on 15th September, 2018 at 11:00 a.m.

The Meeting had the following agenda

1. Welcome Address
2. Report on the Academic and Research Performance of the Department
3. Feedback/Suggestions from the parents
4. Filling up of the feedback form by the parents
5. Vote of Thanks

Members present :

S.No	Name of Member PTM	Signature
1	कमलनाथ शर्मा	कमलनाथ शर्मा
2	Bhagnwati Prasad Sahu	BPSahu
3	Aditya Kumar Pathak	Pathak
4.	Geetanjali Verma	Geeta
5	Murresh Dewangan	Murresh
6	Sweta Sharma	Sweta
7	Sandeep Awade	Sandeep
8	HIMANSHU BAGHEL	Himanshu
9.	Sangeeta Gandharv	Geeta
10	Yamini Netam	Yamini
11	Nivedita Verma	Nivedita
12	Abdul Hameed	Abdul Hamid
13.	Abdul Subhani	Abdul Subhani
14.	Sanjay Tiwari	Sanjay
15	Dharmendra Kumar	Dh

Following Members were present in the Parent Teacher meeting (PTM) :

Teaching Staff:

- Dr. Sanjay Tiwari
- Dr. Kavita Thakur
- Mr. Anil Kumar Verma
- Mr. Naman Shukla
- Ms. Ankita Tiwari
- Mr. Dharmendra Kumar
- Ms. Neha Dewangan

Parents:

- Mr. Kashinath Sharma
- Mr. Bhagwati Prasad Sahu
- Mr. Aditya Kumar Pathak
- Ms. Geetanjali Verma
- Mr. Mukesh Dewangan
- Sweta Sharma
- Mr. Himanshu Baghel
- Mrs. Sangeeta Gandharv
- Ms. Yamini Netam
- Mrs. Nivedita Verma
- Mr. Abdul Hamid
- Ms. Preeti Shah

Parent teacher meeting was started with goddess Saraswati poojan. Welcome address and introductory speech was proposed by Dr Sanjay Tiwari, Head of the Department and coordinator of Parent Teacher Association. The staff members introduced themselves to the parents and then parents introduced themselves.

At the outset, Dr.Tiwari greeted all on auspicious occasion of Ganesh Utsav and Engineers day Engineer's Day which is celebrated in appreciation of the engineering profession and in the memory of India's eminent engineer, scholar and statesman, Bharat Ratna Mokshagundam Visvesvaraya.

Later he explained how Parent Teacher Association (PTA) can offer the best possible learning environment for the students and emphasized the importance of PTA meetings and mentioned that communicating with the parents are more important for any educational Institute, since it is a chance to understand the needs of the parents, to

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solve problems if any and to set new goals. He briefed the gathering about the activities in the department; various committees formed and also explained how the department offers the best possible ambience for the students. He said the main purpose of meet is to create a common platform, where teacher and parents come together to enrich the student's educational experiences and discuss variety of issues, regarding all round development of students. He said Parent Teacher meeting (PTM) provide a one-to one interaction with the parents, so that the teachers and the parents can exchange their ideas on improving the academic performance of the Wards/Department and **our sustained effort to improve learning outcomes in department cannot succeed without the active participation of parents.** The parents were also addressed by faculty members Dr. Kavita Thakur, Anil Verma, Naman Shukla ,Neha Dewangon and Ankita Tiwari. Dr. Thakur emphasized the importance of PTM and said it is an excellent opportunity for both parents and teachers to understand the students requirements better. Mr Verma said. Parents have found the perfect window or platform to engage and interact with their wards teachers.Mr Naman said PTMs have become part of the culture in our department. Ms Ankita Tiwari discussed in detail on carrier opportunities after M.Sc. Electronics and M.Tech. Opto-electronics and Laser Technology in the field of research, govt. sector as well as private sector to the parents. Subsequently student's attendance, academic performance and other special programmes have been briefed to the parents.

MINUTES OF THE MEETING

- General information about Departmental facilities and strategies planned for this academic year was explained.
- Training programmes planned were brought to their notice.
- Special UGC coaching classes and action plans to improve results were disclosed to the parents.
- Special classes by Tata Institute of Social Sciences through NUSSD on Personality Development and Communication Skills for students were informed to parents.
- System that is followed for the internal marks and its importance were explained.
- Attendance and Internal assessment test performance were shown to the parents

- Parents were informed about the Study materials, important questions and sample question papers that were given to the students to ease the student preparation.
- **Role of parents in the improvement of academic standards of the children:**

The parents were requested to take personal interest in monitoring the activities of the children after University hours. The parents were also requested to be in touch with the teachers and discuss the progress of their wards. The parents are invited to meet the teachers on the second or third Saturday from 2:30 pm onwards to discuss about their ward's progress.

PARENTS' FEEDBACK

Thereafter the parents interacted with the Teachers and enquired about the behavior, attitude and academic performance of their wards. Thereafter they were requested to give their feedback. We were pleased to listen to the parent's feedback and assured them that necessary actions will be taken bounded within the department's powers.

- Parents appreciated the schedule for training programmes that will be arranged for their ward.
- Parents also appreciated the formation of various committees by the department for the academic and personality development of their wards.
- Parent's felt happy for the efforts taken by the department in identifying and gathering them and disclosing their wards performance to batten down the shutters before he fails.
- Parents insisted to inform them about their wards' performance through possible way at regular interval.
- Parents requested to inform them about their wards absence through SMS/Phone call.
- Parents requested to inform them about the tests schedules and university exam time table through SMS.
- Parents requested to arrange special remedial classes for the students who had arrears.

The Following Recommendations were made in the meeting:

- It was proposed by the parents, the parent teacher meeting should be organized regularly in order to have good relationship between parents, teachers and

students and to monitor the continuous academic growth of students.

- The parents asked for the future Scope of all the courses running in the department, so we share a brief description of various career options after M.Sc. Electronics and M.Tech. Opto-electronics and Laser Technology in the field of research, govt. sector as well as private sector to the parents.
- Different Fellowship Programs running by the Govt. of India and Govt. of Chhattisgarh were also discussed.
- Some of the parents asked about the higher studies and the financial assessment of those programs, so we share the knowledge about different institutes in India as well as abroad which are recruiting for Junior Research Fellows, their selection process and stipend provided by them during the courses.
- The results of first class test of students, their academic progress and attendance record with their parents was discussed.
- The parents appreciated the efforts by the faculty members for the constant mental and emotional support toward students for their academic and behavioral growth.
- The parents were asked to fill up the feedback form with the help of their wards, which were collected further improvements in the academics and filed for accreditation purpose.

Dr. Tiwari thanked the parents for giving valuable suggestions and assured that their suggestions will be taken into consideration.

The meeting came to an end at 1.30 PM with the Vote of thanks by Head .

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