

PARENT - TEACHER MEETING REPORT (Departmental level)

First Parent Teacher Meeting in the current academic year was conducted from 7.9.16 - 9.9.16. Twelve parents have participated in the meeting.

The Schedule followed is given below.

- Registration and Reporting of Parent with the Tutor and Chief tutor
- Briefing about
 - Department vision, Mission, facilities and placement opportunities.
 - Teaching and learning process
 - Attendance System and their wards attendance
 - Academics and their wards academic performance
 - Suggestions for improvement- remedial classes
 - Behaviour of students
 - Interaction with current semester faculty members
 - Monitoring of their wards over Social Networks and Electronic gadgets
- Parent's queries Addressed
 - Guidance for getting placement
 - Suggestion to clear the arrear of their wards
 - To arrange more campus
 - Aptitude test , special programme for competitive exam

The report was discussed with the faculty co-ordinators of slow learners and career guidance cell to take necessary actions. The parents who have not attended are asked to send a letter saying that they are aware of their wards performance.

B. Sathya Lakshmi
Chief Tutor


HOD ECE