



গড়গাঁও মহাবিদ্যালয়  
GARGAON COLLEGE

# PARENT TEACHERS' MEETING



Gargaon, Assam, India  
Garhgaon, Garhgaon, A



## Department of Zoology (2021-22)

### About PTM

Parent Teachers' Meeting is one of the core components of the Teaching-Learning Process of Gargaon College. The core objectives of PTM are

- To create a linkage between teachers and parents.
- To understand the socio-economic environment of the students.
- To help the slow learners in their continuous growth.
- Improve Community Participation



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### **Report of Parent Teachers' Meet**

A Parent-Teacher Meeting was held on 22nd February, 2022 for B. Sc 1st, 3rd and 5th semester.

#### **Welcome Address**

Dr. Rashmi Dutta, Assistant Professor, Department of Zoology, extended a warm welcome to all the parents and faculty members of the department. She handed over the details to the Head of Department (HOD), Department of Zoology, Dr. Rina Handique, who was in the chair.

#### **Objective of the Meeting**

Dr. Rina Handique, Associate Professor, Department of Zoology, explained the necessity of organizing such meetings for the development of better parent-teacher communication. She highlighted the importance of active communication between parents and teachers which is necessary to inculcate reformation in a student's academic performance. She also spoke of the necessity to share responsibility and accountability with parents for the holistic development of the child and explained how parent teacher meeting is an opportunity to exchange observations with each other.

Finally, Dr. Handique specified the objectives of the meeting which were as follows:

1. Discussion on several Student-centric and Department-centric issues. 2. Discussion on organizing student-centric program with the involvement of the members. 2. Reconstitution of the Parent-Teacher Association and Executive Committee.

#### **Formal introduction of the Parents and Teachers**

Owing to the pandemic situation, the department could not organize Parent-Teacher Meeting in the last two years, so the meeting commenced with the introduction of all parent representatives and teacher representatives.

#### **Discussion on numerous Student-centric and Department centric issues**

The Chairperson welcomed questions, observations, concerns and queries from the parent representatives and opened the meeting for discussion. Parent representatives shared their observations and appreciated the efforts taken by Department for the larger benefits of the learners. Parents were given feedback regarding their ward's performances in 1st and 2nd sessional Examination.

It was a great interaction between the teacher and the parents for the development of their children where they discussed both strengths and areas of improvements.

The students' progress was discussed with their parents and their suggestions were noted. Any sign of a child failing to make progress is questioned and addressed.

Teachers briefed them about their wards' performance during the classes and encouraged them to make their children participate in all the activities. Parents expressed their satisfaction and appreciated the efforts taken by teachers for inculcating the regular habit and interest for learning among the students. Together they identified the areas of strength and weaknesses of the child and sorted out ways to boost the child's performance.

Parents became aware of the department's rules and regulations, methodologies of teaching and learning for the overall welfare of students. Parents were encouraged to appreciate student's participation in all academic activities. The PTM came to an end with the conclusion that the progress and development of the students depend on the joint efforts, mutual understanding and co-operation of parents and teachers is very important for the proper nourishment and progress of students.

### **Reconstruction of Parent Teacher Association**

**Executive Committee:** The Parent-Teacher Association and Executive Committee were reconstituted for smooth functioning of the activities to be undertaken for development of the students.

Parent Teacher Association Committee has been constituted to maintain the communication between parents, teachers and the students. This committee coordinates between the internal assessment committee, attendance committee and mentorship committee to keep a track of the students' performance and convey/communicate to their parents.

The committee shall be responsible to inform about the students' performance to their parents. The committee authorizes to decide the date of the parent teacher meeting to be held. Two meetings are to be held; one in even semester and the other in odd semester. In case of any issues the committee guides the parent and the student to their respective subject teacher/the mentor for their better performance. In case of any suggestions given by the parents, the committee shall discuss with the higher authorities to be implemented

#### **Frequency of the meeting:**

Twice a year/ academic year

**Date:** 22.02.2022

**Time:** 11:00 AM Teachers

**Present:** 03 Parent Representatives

**Present:** 15



| Parent-Teacher Association and Executive Committee             |                     |                          |
|--|---------------------|--------------------------|
| Name   | Position            | Phone Number             |
| Dr. Rina Handique<br>HOD, Department of Zoology                | President           | 8822185038               |
| Dibya Gogoi<br>(Parent Representative)                         | Vice President      | 7637926934               |
| Pimily Langthasa<br>Assistant Professor, Department of Zoology | Secretary           | 9401941213               |
| Apoli Baruah<br>Rupamoni Gogoi<br>(Parent Representative)      | Assistant Secretary | 9957966650<br>9678243196 |
| Executive Committee Members                                    |                     |                          |
| Dr. Rashmi Dutta, Assistant Professor, Department of Zoology   |                     | 7002235066               |
| Parul Baruah (Parent Representative)                           |                     | 7637926934               |
| Bondita Phukon (Parent Representative)                         |                     | 8133014544               |
| Nizara Chutia (Parent Representative)                          |                     | 9706646318               |
| Rina Begum (Parent Representative)                             |                     | 9675911090               |
| Lina Gogoi (Parent Representative)                             |                     | 9706793246               |
| Bitumoni Boruah (Parent Representative)                        |                     | 6000542042               |
| General Members  |                     |                          |
| All the parent representatives                                 |                     |                          |

#### Future Action Plan

1. Frequent meetings of the parents and teacher to discuss the overall progress and development of the students. 2. Organization of programs by the Parent Teacher Association for development of the students.

#### Vote of thanks

The vote of thanks was extended by Dr. Rashmi Dutta, Assistant Professor, Department of Zoology. She extended vote of thanks to the respected principal of Gargaon College, Dr. Sabyasachi Mahanta for motivating everyone to organize the PTM. She extended vote of thanks to the parent representatives and faculty members of the department for their valuable time, active participation and suggestions. She, further extended vote of thanks to all the service providers for their timely help in organizing the meeting.





## Agenda

ଶିକ୍ଷକ - ଅତିବାସକ ଅଙ୍ଗ

22/02/2022

କାର୍ଯ୍ୟସୂଚୀ

୧) ସଂକଳନର ଆୟତ୍ତ ଗ୍ରହଣ

୨) ସଂକଳନ ଟିକେଟ୍ ସଂଗ୍ରହ

୩) ଅତିବାସକ ଟିକେଟ୍ ନାମ

୪) ଶିକ୍ଷକ ଦୁରାସାଧନ

୫) ଅତିବାସକ ଦୁରାସାଧନ

୬) ଶିକ୍ଷକ ଅତିବାସକ ଆୟତ୍ତ ଗ୍ରହଣ

୭) ସଂକଳନର ଅନ୍ତରାଳ

୮) ସଂକଳନର ଅନ୍ତରାଳ

ସିନାଥାନିକେ  
ଅତିବାସକ 22/02/22





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## Participants' List

Date:- 22/02/2022

| Sl. No. | Guardian Name   | Signature  | Contact No.        |
|---------|-----------------|------------|--------------------|
| 1.      |                 |            |                    |
| 2.      | Dibya Gogoi,    | D. Gogoi,  | 9637926934         |
| 3/      | Parul Baruah    | P. Baruah, | 8133828532         |
| 4/      | Bondita Phukan. | B. Phukan. | 8133014544         |
| 5/      | Nizara Chutia,  | N. Chutia, | 9706646818         |
| 6/      | Prima Begum     | Pr. Begum  | 9678911090         |
| 7/      | Lina Gogoi      | Lina Gogoi | 9706793246         |
| 8/      | Mekina Begum    | Begum      | 9085664532         |
| 9       | Rupamoni Gogoi  | R. Gogoi   | 9678243196         |
| 10.     | Apoli Boruah    | A. Boruah. | 995799 99579 66650 |
| 11.     | Bitumoni Boruah | B. Boruah  | 6000542042         |

## Banner of the Meeting

**GARGAON COLLEGE**

**DEPARTMENT OF ZOOLOGY**



*Organizes*

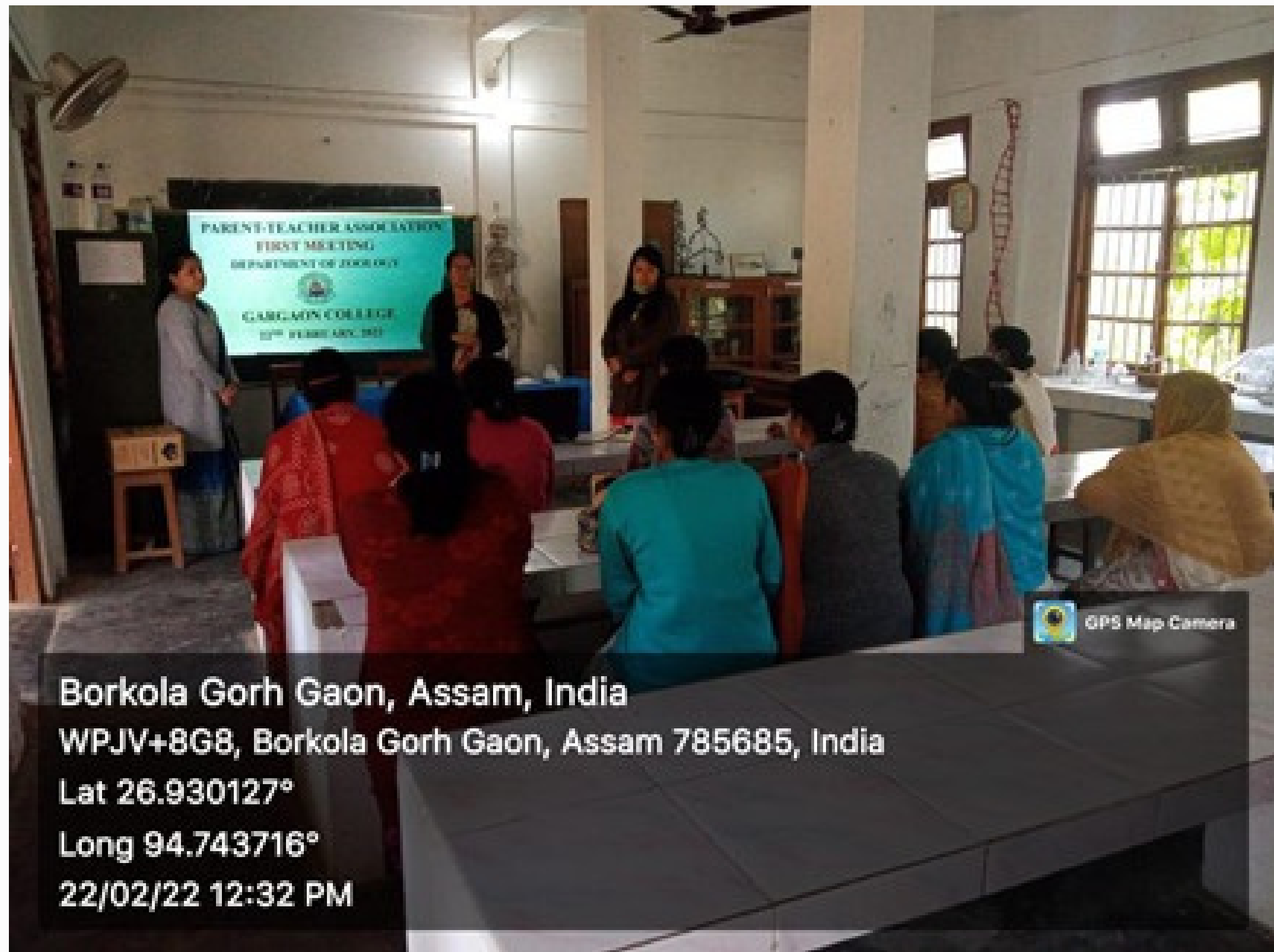
**PARENTS TEACHERS MEETING**

**Date: 22.02.2022**



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## Photographs of the Meeting





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