



SURENDERA DENTAL COLLEGE & RESEARCH  
INSTITUTE,

SRI GANGANAGAR

H H GARDENS SRI GANGANAGAR

Parent teacher Meeting Report-2022

Overview

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

Venue	Surendera Dental College & Research Institute
Dates	23 September 2022
Faculty Co-Ordinators	Chairperson Dr Gurveen Chawla <i>Gurveen Chawla</i> Members Dr Gautam Bhambri <i>Gautam</i> Dr Manish Munjal <i>Manish</i> Dr Gaurav Singh Rajawat <i>Gaurav</i>
Total Number Of Student Parents Participated	215

PTM meeting was conducted on **16/09/22** by the committee members to decide the parent teacher meeting (2021-22) and decided to conduct on **23/9/22**.

*[Signature]*  
Director/Principal  
Surendera Dental College &  
Research Institute, SGNR

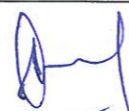
## Minutes of Meeting

Dr. Gurveen Chawla, chairperson, welcomed all and briefed about the meeting and introduced different committee members related to the undergraduate students like, Mentorship committee, Antiragging committee, and Internal assessment Committee. Member Secretaries of each Committee explained the function of their respective committees. Dr. Rajni Aggarwal explained about functioning of mentorship committee like the distribution of the students to the mentors, discussion of student problems and induction with their mentors. Dr. Gautam Bhambri, Dr Manish Munjal and Dr Gaurav Singh Rajawat, explained about the procedure of filling of feedback forms for both students and parents. It was informed to all that parents should be explained about the distribution of marks of the internal assessment and preliminary examination. The weightage of the attendance in the marks distribution was also highlighted. Dr. Sandeep Kumar, Director Principal gave general information regarding college and also gave emergency contact number of the personalities in high post like, Chairman, Director, Incharge-Student council etc. Parents interacted with the mentors and discussed about their wards academic performances, attendance and overall growth in an online mode. Few parents also discussed about the way to improve the performances. Few parents gave suggestions which have been entered in the register and these were conveyed to the higher authorities by the committees. Parents suggested to display marks distribution on the website. The meeting ended with vote of thanks.

  
**Director Principal**  
Surendra Dental College &  
Research Institute, SGNR

**Action Taken Report/Outcome Analysis Generated For Parent teacher  
Meeting Held On 23 September 2022**

S.no	Agenda	Action taken
1	Academic improvement	Academic classes and practical sessions to be conducted regularly with all the advancing teaching tools.
2	Institution rules	Parents were briefed about the institution rules to be followed by the students for overall development.
3	Co-curricular activity	Advanced learners are selected and encouraged for various activities e.g. seminar presentations, research activity, etc. and remedial classes for slow learners.
4	Hostel issues	Hygiene and food of the hostel was taken into consideration and informed the concerned authority for maintenance.
5	Ragging issue	Any ragging issue will be dealt seriously.
Vote Of Thanks		

  
**Director Principal  
Surendera Dental College &  
Research Institute, SGNR**