



MAHARAJA AGRASEN COLLEGE
University of Delhi
VASUNDHARA ENCLAVE, DEIHI-110096

A Meeting of Internal Quality Assurance Cell (IQAC) was held with Principal on 8.10.2018 at 1:30 pm in the committee room.

Agenda: Parent- faculty Interaction, 'SAMVAAD'

Minutes:

As decided in last meeting of IQAC held on 26 September 2018, the Department of English had volunteered to organize the pilot Parent-Teacher Interaction on 6 October 2018 from 10 a.m. and 12 noon in Room No. 125. The report for the same was submitted by TIC, Department of English in the meeting as follows:

1. The Department of English prepared a letter to be sent to parents of all students of B.A (Honours) English regarding the parent-teacher interaction and copies of the same were dispatched via speed post on 28 September 2018. (Letter attached as Annexure A)
2. Subsequent follow up by tracking the speed post revealed a delay in dispatch by the post office, hence a google form link soliciting contact details of parents of students of English Honours was circulated to the target group via whatsapp. 79 students submitted the google form duly filled.
3. Emails and SMS were also sent to the contact details thus received.
4. The following faculty were present during the Parent-Teacher interaction held on 6 October 2018: Gitanjali Chawla (Current TIC), Dr Sangeeta Mittal (Previous TIC), Dr Anupama Jaidev (Next TIC), Dr Prem Kumari Srivastava, Dr Charu Arya, Dr Guntasha Tuli, Ms Indrani Dasgupta
5. The interaction was very fruitful and informative. Though all parents shared that they were satisfied with the faculty and the teaching learning process in the Department of English, following were found to be the common concerns amongst all parents who attended the PTI:
 - a) Shortage of attendance
 - b) Need for career/emotional counselling
 - c) Help in holistic development of the student/ Help in ensuring greater integration amongst peer groups/Encourage participation in co and extra-curricular activities
 - d) Help in enhancing language proficiency
 - e) General advice to all parents
6. Feedback of the Parent-Teacher interaction by Parents through feedback forms:
 - a) 100% found the interaction very useful

- b) 100% would like to be in touch regarding their Ward's progress
- c) 93.75% would like to receive emails regarding shortage of attendance and internal assessment marks
- d) 75% wanted the PTI to continue in the future, preferable once every semester
- e) Following were the ways in which parents volunteered to support the college
 - i. By ensuring presence of their ward regularly in college
 - ii. By being present at future such interactions
 - iii. By volunteering in any capacity as suggested by the college
 - iv. By extending support to the college

It was decided to hold the Parent- faculty Interaction, 'SAMVAAD', on Saturday, 13 October 2018 between 9 a.m. and 11 am in the college premises.

The room nos for Parent- Faculty Interaction 'SAMVAAD' are given below.

S No	Department	Room No	Teacher In Charge
1	Biology	330	Dr Nibedita Kuntia
2	Business Economics	336	Mr Sultan Godra
3	Chemistry	330	Dr Vandana Soni
4	Commerce	112	Dr Sheetal Sachdeva
5	Computer Science	330	Dr Latesh Kanoujia
6	Economics	232	Dr Rakesh Singh
7	Electronics	331	Dr Natasha
8	Hindi	131	Mr Shekhar Kumar
9	History	232	Dr Bhupinder Chaudhary
10	Journalism	Media Lab	Mr Sudhir K Rinten
11	Mathematics	231	Dr Sushil Yadav
12	Physical Education	Sports Room	Dr Mukesh Agarwal
13	Physics	113	Dr Asha Gupta
14	Political Science	126	Dr Niraj Kumar



IQAC Coordinator



IQAC Chairman