

MINUTES OF THE ANNUAL GENERAL BODY MEETING OF PARENT-TEACHER ASSOCIATION HELD ON 16th FEBRUARY 2019

The meeting of PTA was held on 16th February, 2019 at 12 noon.

The meeting was chaired by President of P.T.A., Principal Dr. Radhika Nayak

The Executive Committee Members present for the meeting were as followed:

- President of PTA, Principal Dr. Radhika Nayak,
- The Vice-President, Mrs. Haya Qazi
- Parent Member, Mrs. Alesin Maria Monteiro
- Secretary, Mrs. Trupti Chodankar
- Treasurer, Mrs. Sameera Khan
- Teacher Member, Ms. Alisha Araujo

The agenda of the meeting was as followed:

1. Confirming of the minutes of the meeting of P.T.A. held on 17th February 2017
2. Election to the post of Advisor (Parent Member)
3. Updating PTA with achievements and events of the academic years 2017-2018 and 2018-2019
4. Responsibilities of PTA towards institutions of Higher Education (Addressed by Guest Resource Person)
5. Feedback from Parents on the curriculum
6. Invitation of suggestions from Parents

The Principal, Dr. Radhika Nayak, welcomed the PTA Member and highlighted the need to build strong working relationship among parents, teachers and the institution, in support of students.

The secretary, Mrs. Trupti Chodankar, read the minutes of last meeting and the minutes were confirmed by Mrs. Haya Qazi (Vice- President) and second by Assistant Professor, Mrs. Aditi Barve.

Dr. Radhika Nayak conducted the election for the post of 'Advisor'. As there were no contestants for the post, Parent Member, Mrs. Maria Luiza Valadares was nominated by the Principal for the said post.

Mrs. Trupti Chodankar updated the PTA with achievements and events of academic years 2017-2018 and 2018-2019.

The Guest Resource Person, Administrator, DCT's, Mr. Rajesh Bhatkar, addressed the gathering on 'Responsibilities of PTA towards the Institution of Higher Education. He stressed on the following points:

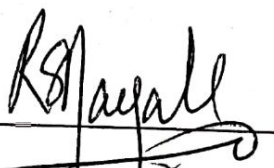
1. Development of the child as good citizen
2. Parent awareness of college activities
3. Parent-Teacher role in student progression and their involvement in co-curriculum activities

He suggested that the P.T.A. needs to prepare the Annual Action Plan at the beginning of the academic year.

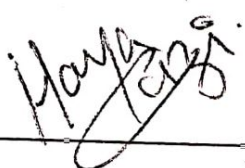
The feedback was collected from parents on the curriculum. In the open discussion, the parents suggested the following:

- To notify the parents via SMS about the college activities and the add-on courses offered
- College could commence lectures from 8.30 a.m. instead of 8.15 a.m. for the convenience of the students travelling from distant areas


The meeting was concluded by the secretary, Mrs. Trupti Chodankar proposing the vote of thanks.


P.T.A. President

(Dr. Radhika Nayak)


P.T.A. Vice-President

(Mrs. Haya Qazi)


P.T.A. Secretary

(Mrs. Trupti Chodankar)