

**SARDAR PATEL INSTITUTE OF TECHNOLOGY**

Munshi Nagar, Andheri (W), Mumbai – 400 058.  
(Autonomous Institute Affiliated to University of Mumbai)

**MINUTES OF MEETING**

<b>Meeting Name:</b>	<b>Parent Teacher Meeting- CSE Department</b>		
<b>Date of Meeting</b>	19 <sup>th</sup> -Nov-2022	<b>Time:</b>	10.:30AM
<b>Minutes Prepared By:</b>	Prof. Pallavi Thakur	<b>Location-</b>	Room 403
<b>Meeting Agenda :</b> Discussion on academic activities including class attendance, MSE results, departmental activities, parent-teacher interaction etc.			
<b>Present Members:</b> 1. Dr. Prasenjit Bhavathankar 2. Prof. Sheetal Chaudhari 3. Dr. Rupali Sawant 4. Prof. Swapnali Kurhade 5. Prof. Varsha Hole 6. Prof. Renuka Pawar 7. Prof. Aparna Halbe 8. Prof. Jignesh Sisodia		9. Dr. Aarti Karande 10. Prof. Harshil Kanakia 11. Prof. Nikhita Mangaonkar 12. Prof. Pallavi Thakur 13. Prof. Sakina Salmani 14. Prof. Ruchika Patil 15. Prof. Sonali Wankhede	
<b>Topics</b>	<b>Discussion</b>		
<b>Presentation by H.O. D</b>	1) Dr. Prasenjit Bhanvathankar welcome all the present parents on behalf of CSE department 2) Dr. Prasenjit Bhanvathankar introduces himself to the parents and gave brief about newly formed department. 3) HOD requested all faculties to introduce themselves. All the faculties introduced themselves to parents 4) Detailed discussion is carried out about department level activities and students activities 5) Few parents queried about their ward's participation in various activities & few raised concern about and asked teachers how to motivate them for participation in activities. 6) Parents requested for information on industry connect with college. 7) Parents appreciated efforts taken by teachers in TL and other activities 8) Few parents raise concern about information disseminated on college portal. 9) Faculty research and Achievements are also discussed		

<b>Parents Teacher Interaction</b>	<p>1) HOD requested Parents to ask queries, if any</p> <p>2) Present parents appreciated the initiative taken by college to arrange PTA meetings and have a detailed discussion regarding the college activities.</p> <p>3) Few parents expressed concern about details about action that will be taken for defaulters &amp; discussed the procedure of informing college about absenteeism of their ward</p> <p>4) Parents requested to put results on the departmental website. It is agreed that result in PDF format can be made available after it is declared</p>
<b>Interaction with class-in-charge</b>	<p>Parents interacted with the class-in-charges to get details about the ward's attendance &amp; performance in the course.</p>
<b>Vote of thanks</b>	<p>Prof.Rupali Sawant presented a vote of thanks to all the stakeholders.</p>

Signatory

Dr.Prasenjit Bhavathankar

Head of the Department

Computer Science & Engineering