

# MANSAROVAR DENTAL COLLEGE, BHOPAL

Date: 05/08/2023

## CIRCULAR

The Parents Teacher Committee Meeting will be held on 12/08/2023 at 10:00 am in the Conference room of Mansarovar Dental College. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudutt Nayak
2	Committee coordinator	Dr. Amita Gupta
3	Member (PG)Dept	Dr. Tripty Rahangdale
4	Member (UG)Dept	Dr. Sapna Singh
5	Member (UG)Dept	Dr. Abhishek Jain
6	Member (UG) Dept	Dr. Nitin Awasthi

### Agenda:

1. To read and confirm the minutes of last meeting.
2. Decide the schedule for parents teachers meet for all the undergraduate students.
3. Proceedings for the academic year 2023-2024.
4. To schedule the second meet of PTM committee.

**Principal**  
**Mansarovar Dental College**  
**Dr. B. Gurudutt Nayak**  
**Principal**  
**Mansarovar Dental College**  
**BHOPAL**



# MANSAROVAR DENTAL COLLEGE

NAAC ACCREDITED & ISO 9001:2015 CERTIFIED

(Run by Sri Sai Gramothan Samiti)

(Recognized by Dental Council of India, New Delhi & Affiliated to Madhya Pradesh Medical Science University, Jabalpur)

## Institutional Parents- Teacher Committee Meeting

Academic year: 2023-2024

Institutional Parents- Teacher Committee meeting for the discussion of PTM for Undergraduate students was conducted on 12/08/2023 at 10:30 AM in the Conference Room, under the chairmanship of Dr. B.Gurudutt Nayak, Dean of Mansarovar Dental College.

Following members attended this meeting.

### MEMBERS:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Amita Gupta	
3	Member (PG) Dept	Dr. Tripty Rahangdale	
4	Member (UG) Dept	Dr. Sapna Singh	
5	Member (UG) Dept	Dr. Abhishek Jain	
6	Member (UG) Dept	Dr. Nitin Awasthi	

### Agenda:

1. To read and confirm the minutes of last meeting.
2. Decide the schedule for parents teachers meet for all the undergraduate students.
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**Minutes of the Meeting:**

1. The principal Dr. B. Gurudutt Nayak extended a warm welcome to the committee members. Committee coordinator Dr. Amita gupta then read and confirmed the minutes of the last meeting held on 13/1/2023.
2. The PTM committee decided the dates for Parents teacher meetings for the first year to final year students, as per policy.
3. Dr. Tripty Rahangdale recommended that the Academic calendar should be prepared for the academic year 2023-24 for both UG and PG students.
4. New mentors will be decided for the session 2023-24.
5. Committee will meet again after PTM for drafting the report, analysis of the parents feedback and necessary actions will be taken.

**Resolutions:**

1. Parent teacher meeting should be conducted according to the policy
2. Academic calendar should be prepared by the year Incharges for the new batch students.
3. Mentor – mentee list has been finalized
4. Next PTM committee meet will be held on 13/01/2024

  
Committee Coordinator

  
Principal

# MANSAROVAR DENTAL COLLEGE, BHOPAL

Ref.No/MDC/179A1

Date: 06/01/2024


## CIRCULAR

The Parents Teacher Committee Meeting will be held on 13/01/2024 at 10:00 am in the conference room of Mansarovar Dental College. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudutt Nayak
2	Committee coordinator	Dr. Amita Gupta
3	Member (PG)Dept	Dr. Tripty Rahangdale
4	Member (UG)Dept	Dr. Sapna Singh
5	Member (UG)Dept	Dr. Abhishek jain
6	Member (UG) Dept	Dr. Nitin awasthi

### Agenda:

1. Review of last minutes of meeting held on 12/08/2023
2. Status of PTM conducted for undergraduate students.
3. To discuss about feedback of parents during Parent teacher meet.
4. To finalize the report of analysis of the parents feedback and necessary actions taken.

  
Dr. B. Gurudutt Nayak  
Principal  
Mansarovar Dental College  
BHOPAL



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## Institutional Parents- Teacher Committee meeting

Academic year: 2023-2024

Institutional Parents- Teacher Committee meeting was held on 13/01/2024 at 10:00 AM in the Conference Room of Mansarovar Dental College, Hospital & Research Centre to discuss about the PTM meet feedback and their resolution.

### MEMBERS:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Amita Gupta	
3	Member (PG)Dept	Dr. Tripty Rahangdale	
4	Member (UG)Dept	Dr. Sapna Singh	
5	Member (UG)Dept	Dr. Abhishek Jain	
6	Member (UG) Dept	Dr. Nitin awasthi	

### Agenda:

1. Review of last minutes of meeting held on 12/8/2022
2. Status of PTM conducted for undergraduate students.
3. To discuss about feedback of parents during Parent teacher meet.
4. To finalize the report of analysis of the parents feedback and necessary actions taken.

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### Minutes of the Meeting:

1. Dean sir reviewed the agenda and resolutions in the last meeting held on 12 August 2023. Dr. Amita Gupta said that the PTMs were conducted successfully in both online and offline modes as per the schedule decided by the PTM committee.
2. Dr. Tripty Rahangdale informed that more than 90% of the parents attended the meeting in online mode. Mentors, subject teachers and class Incharges from all the year were present during the PTM and feed back from the parents. was collected. The necessary preparations for PTM was done by class Incharges with the help of office staff.
3. Letters for the absentees for the PTM shall be sent to parents.
4. Committee coordinator Dr. Amita gupta, discussed on the feedbacks of PTM, collected from the parents through google right after the PTM ended. Parents of final year students were satisfied with the career orientation programme and had given positive feedback about the ambience of the college and facilities.
5. Parents of our New batch students were satisfied and had given positive feedback with overall college facilities including, hostel, mess, infrastructure, holistic development measures & extracurricular activities conducted by the college.
6. Major complains by the parents were regarding delayed exams and result declaration by the University.
7. Committee Members discussed about the action taken and have submitted the final report .
8. The Meeting was ended with vote of thanks by the committee coordinator Dr. Amita gupta.


### Resolutions:

1. PTM was conducted and feed back was collected from parents.
2. Parents were satisfied with overall facilities and extra curricular programmes, student clubs will be reconstructed
3. Letters for the absentees of PTM was drafted
4. delayed exam and result by MPMSU shall be forwarded to the respective authorities.
5. Action taking report has been discussed

Committee Coordinator

Principal

RESOLUTION	ACTION TAKEN REPORT
Parent teacher meeting should be conducted according to new schedule.	PTM were conducted.
Academic calendar should be prepared by the year Incharges for the new batch students.	Incharges have been prepared the Academic calendar and posted in student's group.
Mentor – mentee list has been finalized in Menter-mentee review meeting	New mentors have been assigned
Parents were satisfied with overall facilities and extra curricular programmes, student clubs will be reconstructed	Extra curricular committee reconstructed various students club and new members have been included according to students interest.
Letters for the absentees of PTM was drafted	Reminder Letters were sent to parents
Delayed exam and result by MPMSU shall be forwarded to the respective authorities.	Board of studies members from our college put forwarded this matter into the board meeting held on 19/3/2024 at MPMSU Jabalpur.

  
**Dr. B. Gurusutt Nayak**  
**Principal**  
**Mansarovar Dental College**  
**BHOPAL**