

PARENTS TEACHER MEETING

Date: 19/02/2017

Semester: 4th and 6th

To
The Dean – Engineering,
MEFGL, Rajkot

Subject: Report on Parents meeting

Respected Sir,

It is kindly brought to your notice that a Parent's Teacher Meeting (PTM) was organized in ECE Department. Please find below the detailed report on the activity conducted.

Date : 19th Feb, 2017
Time : 10:00 AM to 01:00 PM
Venue : MA106
Semester : 4th and 6th

Total Number of Students : **20**
Total Number of Parents : **38**

Coordinated By

1. Dr. Rajendrakumar Patel (HOD EC) (Speaker)
2. Prof. Vishal Sorathiya (CC semester 6)
3. Prof Shreyas Charola (CC semester 4)

Agenda of the PTM:

- To discuss various career paths after completion of BE. How to prepare for that right now?
- The teaching-learning process at MEFGL.
- To discuss activities of E-Cell.
- To aware parents about various extra-curricular activities
 - Aero Modeling club, Robotics Club, PCB design club.
 - Placement oriented value aided course.
 - Industrial visit.
- To share various placement initiatives by MEFGL.
 - AMCAT, Co-Cube, FACE Academy.
 - CRP classes, corner workshops, English day, SIG.
- To update the parents about attendance and progress of the students.
- To solve the query of parents if any.

Minutes of the Meeting:

All the points mentioned in agenda have been elaborated and discussed to parents as given below by HOD – EC :

1. Carrier Path

- Higher Studies – initiatives for GATE
- Entrepreneurship – E-cell activities to promote entrepreneurship and startup has been discussed in detail
- Placements

2. Placement Requirement

- The importance of Degree with good grades, Technical Skills and Soft Skills to achieve appreciable placement has been explained with suitable examples.

3. Industrial Visit organized by department for technical exposure

- e-Infochips, Ahmedabad
- Circitronix, Gandhinagar
- Doordarshan, Rajkot
- Khandheri Railway station, Rajkot

4. Skill Based Learning

- Requirement of skill based learning with example of current job skill requirement.
- Various crash course offered by Electronics and Communication Department.
- Achievements in crash course.

5. Various Club activities

- Embedded Platform Learning and Robotics Club
 - Inauguration Function Organized by EC Department.
 - Robotic Club Budget Allocation from 5 Lakh to 1 Crore.
 - Module Based training of robotics.
 - Advance Robot available in department.
 - Student participation in this club.
 - Various module conducted by EPR&L Club.
- Aero-Modelling Club and its Achievements.

6. Soft skills improvement and efforts put by the MEFGL.

- Carrier Readiness Program
- Corner Workshop
- English Day
- Special Interest Group

7. Placement Activities

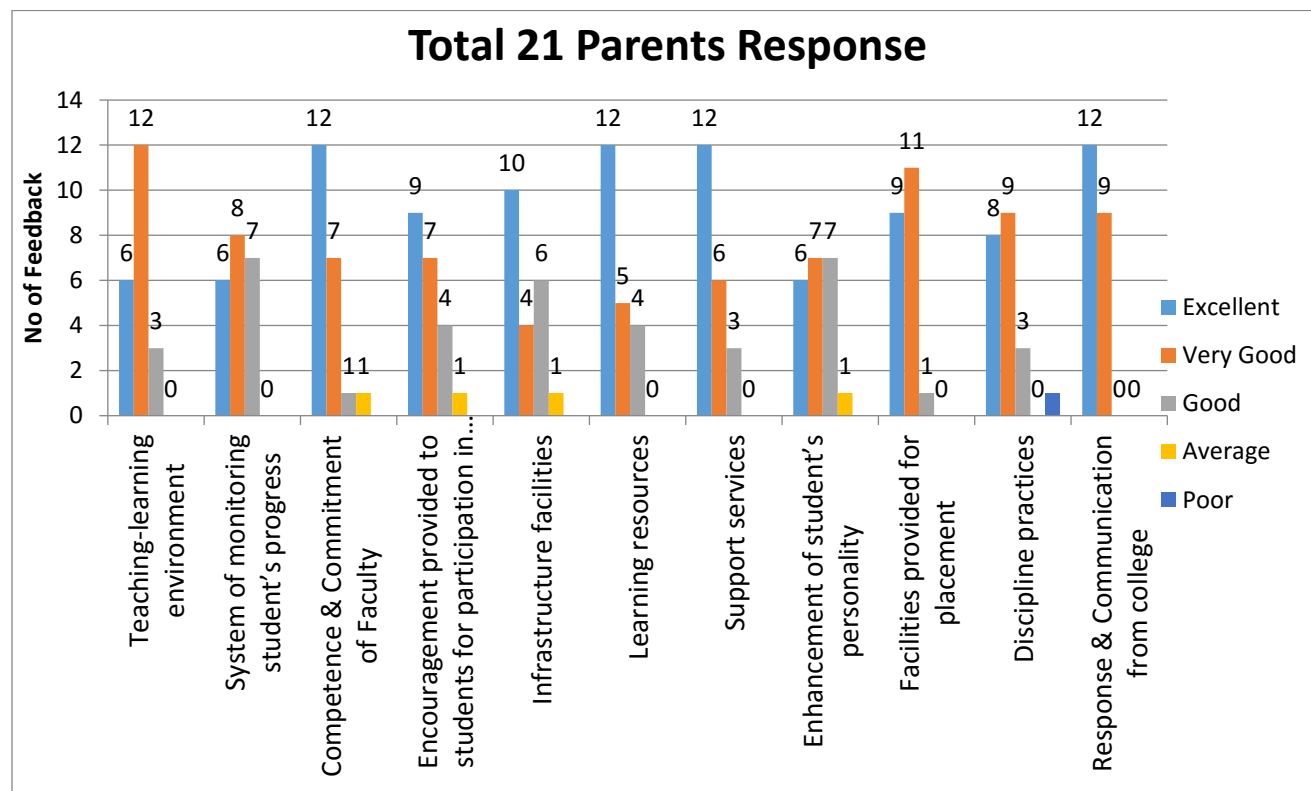
- Current Scenario of placements
- Companies visited
- Job opportunity available by training institute like CoCubes, AMCAT and FACE Academy.
- Challenges faced by department for placement.

8. Star Performers and Toppers of the class has been appreciated in presence of all to keep them motivated.

9. **Passed out student** (alumni), Rishi Adhiya, has been invited to share his experiences during their study time and how they are being helpful currently in their professional career.
10. **Questions and doubts** raised by parents and students has been addressed by the coordinators.

Parents' feedback on various activities done by department/institute:

OPTIONS	Total 21 Parents Response				
	Excellent	Very Good	Good	Average	Poor
Teaching-learning environment	6	12	3	0	0
System of monitoring student's progress	6	8	7	0	0
Competence & Commitment of Faculty	12	7	1	1	0
Encouragement provided to students for participation in technical and nontech events	9	7	4	1	0
Infrastructure facilities	10	4	6	1	0
Learning resources	12	5	4	0	0
Support services	12	6	3	0	0
Enhancement of student's personality	6	7	7	1	0
Facilities provided for placement	9	11	1	0	0
Discipline practices	8	9	3	0	1
Response & Communication from college	12	9	0	0	0



Observations of the feedback:

1. About 80% of parent's are satisfied and graded the facilities and support provided by department and Institute as Excellent/Very-good.
2. Parents were glad knowing the efforts put by faculties for improving the performance of their child.
3. Parent's suggested to have such meeting regularly in every semester.
4. During meeting few parents also suggested to conduct in-house preparation classes for competitive examinations like UPSC, GPSC etc.

The photographs of events are also attached here with in summary report. The attendance sheets and other documents are maintained in the file for the same.





I would like to convey my gratitude to the Dean of Engineering and Head of Electronics & Communication Department for their support in carrying out this meeting.

Yours faithfully
Dr.Rajendrakumar Patel
Prof. Shreyas Charola
Prof. Vishal Sorathiya
EC Dept.
MEFGI