
**A
Report
on
Parent Teacher Meeting (PTM) for odd semester 2025-26
Organized by
Basic Science & Humanities Department**

Title: Organization of Parent Teacher Meeting (PTM) for odd semester 2025-26 of B.Tech and Diploma 1st year students by BSH dept.

Date: 23/12/2025

Time: 10:00 AM onwards

Venue: Auditorium, room no. 317

No. of Participants: About 300

Mode: Physical

About the program: A Parents Teacher Meeting (PTM) is a meeting between the parents and teachers to discuss the children's progress in the college. It will enable both parents and teachers to understand each other's need and help the child to achieve the desired learning outcomes. Keeping the above objective in the mind the BSH department has decided to conduct the PTM twice in an academic year of B.Tech and Diploma 1st year students.

Objective of PTM:

- To improve their academic performance and widen their skills. They get a sense that their teachers and parents are observing them closely and rooting for their best performance, academically and in extracurricular pursuits.
- Students' participation in MAR, applying scholarships and other extra- and co-curricular activities organized by the college.
- Guardians' awareness about teaching-learning process at the college.
- When parents and teachers appreciate them, discuss their performance, try to solve their difficulties, and give them special attention, they are more likely to progress by leaps and bounds.
- To improve the learning methodology by knowing the strength of the students
- To create better understanding between parents and teachers and harmonious relationship between the University and the community.
- To create an enthusiastic interest for the smooth working and the progress of the Department and for maintaining good discipline and high academic standards for the students.
- To develop parent teacher bonding.
- Getting a holistic view of children's experience at college.
- Parent-teacher meetings (PTMs) are pivotal in fostering open communication, building relationships, and creating a supportive educational environment.
- To give parents specific ideas of how to improve upon their child's performance.
- To help the child, and exchange insights and thoughts about the child's developmental milestones and academic progress.
- The PTM meetings offer a platform for teachers to provide detailed feedback on the child's performance, academic achievements, and areas that require additional attention.

Report:

Basic Science & Humanities Department of Dr. Sudhir Chandra Sur Degree Engineering College had organized a Parent Teacher Meeting (PTM) on 23/12/2025 at 10 AM at Auditorium of our college to connect parents with the teachers and discuss about the academic progress of their child and to develop strategies to support their child's learning ability. Parents-teacher meeting is essential to fostering a successful educational experience for children.

Outcomes of the PTM: The PTM program yielded several positive outcomes as below:

- The meeting was attended by 300 parents and students in physical mode.
- Discussion was focused on student's performance in individual course as well as about the regularity of the students.
- Importance of Remedial class.
- The parents-mentor interaction happened on the overall student performance followed by the respective subject faculty interaction, to discuss on the student specific strengths and weakness pertaining to individual subjects, in the presence of the mentor.
- There was a discussion on the attendance with the parents.
- Parents feedback Hardcopy was taken for reference and suggestions.
- Parents expressed their doubts and happiness for having their ward studying in our esteemed SurTech college. They also expressed their gratitude regarding the care taken by the college for the growth of their wards.
- Building a Strong Partnership to enhance academic progress and overall growth.
- Strengthening Home college Collaboration.

Parents View and Suggestions

- The parents were given the feedback about their ward's performance in first year as well as about their attendance status.
- Enhance drinking water services and bathroom fittings like taps and basins.
- Guidance for getting the job or higher studies
- Industry visit should be arranged for all students.

Meeting concluded with a Vote of thanks by Dr. Dipankar Das, HoD, BSH dept. with the emphasis on the fact that the progress of the students depends on the combined effort of parents and teachers for the better future of students.

The Overall response was good.

Conclusion

These meetings go beyond traditional assessments, emphasizing collaboration, communication, and a shared commitment to the well-being and success of each child. As we continue to priorities engaging, educational, and innovative practices, parent-teacher meetings are a cornerstone in building a strong academic foundation for our students. Through these collaborative efforts, we nurture an environment where every child can thrive academically, socially, and emotionally.

Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex



SurTech

540, Dumdum Road, Surer Math (Near Dum Dum Jn. Station), Kolkata-700074

Website: www.surtech.edu.in, Email: info@dsec.ac.in

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West Bengal, WBSCTVESD and Approved by AICTE



Members present:

Prof. (Dr.) Saradindu Panda, Principal.

Dr. Soumen Basu, Honorable Registrar.

Dr. Amrut Ranjan Jena, HOD, CSE Department.

Mr. Sanjay Bhattacharjee, Controller of the Examination Cell.

Mr. Nirupam Sarkar, Admission Cell.

Dr. Dipankar Das, HoD, Department of Basic Science & Humanities.

Dr. Biswajit Das, BSH Dept.

Ms. Nibedita Biswas, BSH Dept.

Ms. Debasmita Roy Chowdhury, BSH Dept. (Coordinator, PTM)

Mr. Amit Samadder, BSH Dept. (Coordinator, PTM)

Ms. Neha Saha, BSH Dept.

Ms. Shayari Basu, BSH Dept.

Dr. Debashish Sadhukhan, BSH Dept.

Ms. Soumi Bose, BSH Dept.

Mr. Saswata Ray, BSH Dept.

Ms. Dipali Jana BSH Dept.

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DSCSITSC/ BSH /2025-26/Parent-Teacher Meeting/0001

Date:15/12/2025


NOTICE

This is to inform you that Department of Basic Science and Humanities is going to organize a Parent-Teacher Meeting (PTM) on 23rd December 2025, from 2 Pm to 5 pm in Room No. 317.

All 1st-year CSE CS, CSE DS, CSE AIML, ECE, EE, ME, CE, AUE, BBA, BCA, DIPLOMA students must attend the meeting along with one of their parents at the scheduled date and time.


Mode: Physical
Date: 23/12/2025 (Tuesday)
Venue: Room no 317 (Auditorium), SurTech.
Reporting time: 2 PM.

Faculty coordinators:
Ms. Debasmita Roy Chowdhury
Mr. Amit Samadder



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DSCSITSC/ BSH /2025-26/Parent-Teacher Meeting/0001

Date:15/12/2025


NOTICE

This is to inform you that Department of Basic Science and Humanities is going to organize a Parent-Teacher Meeting (PTM) on 23rd December 2025, from 10 am to 1 pm in Room No. 317.

All 1st-year CSE students must attend the meeting along with one of their parents at the scheduled date and time.

Mode: Physical
Date: 23/12/2025 (Tuesday)
Venue: Room no 317 (Auditorium), SurTech.
Reporting time: 10 am.

Faculty coordinators:
Ms. Debasmita Roy Chowdhury
Mr. Amit Samadder



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Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex



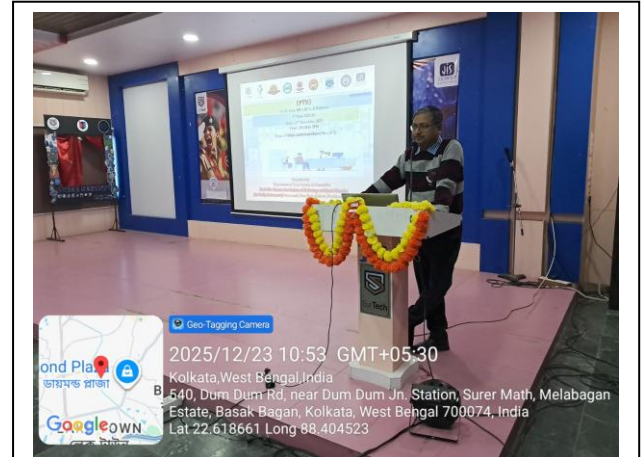
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Few glimpses of the event:



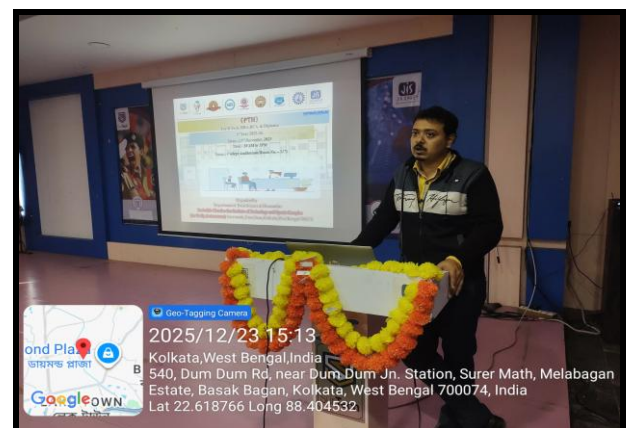
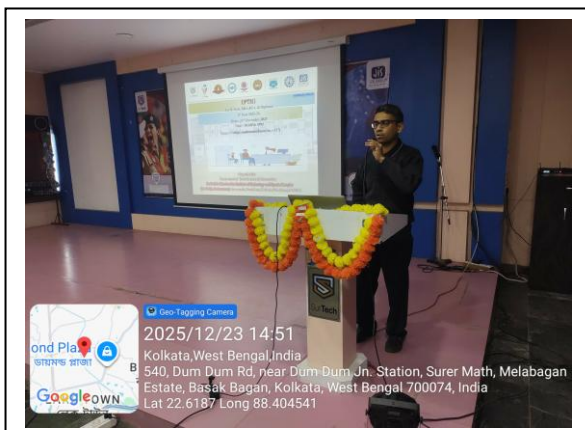
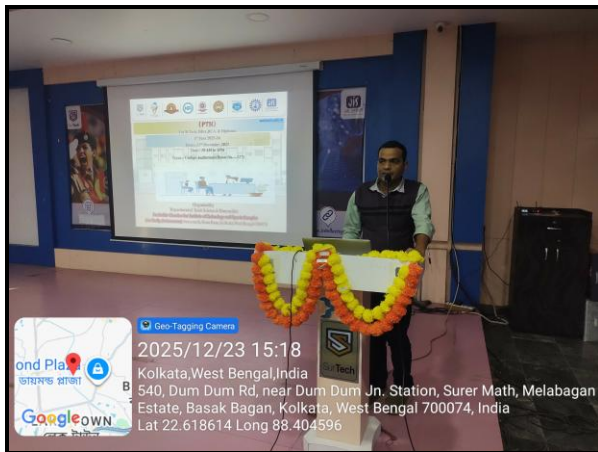
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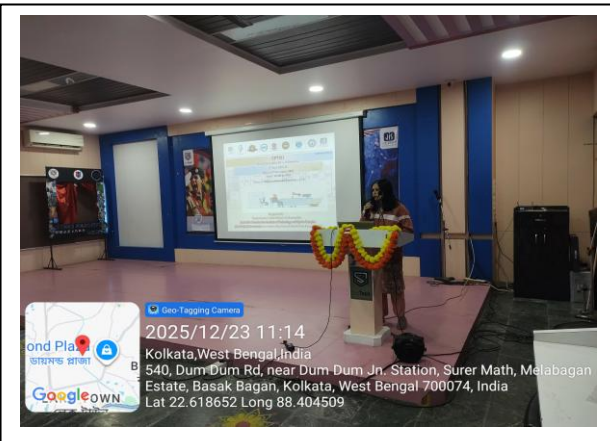


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Recorded attendance of the parents/ guardians:

Sl No	Name of the student	Name of the parent	Stream	Contact Number	Parent's Signature
1.	Arindita Roy	Ashutosh Kumar Roy	CSE	990700622	Ashutosh Kumar Roy
2.	ARYAN MITRA	ASHIM MITRA	AUE	9830463415	Ashim Mitra
3.	RENE CHHAJER	SHAIL CHHAJER	ECE	9051565746	S Chhajer
4.	KARANJIT SINGH BANGSI	Tejender Pal Singh Bangsi	BCA	9903781201	T Singh
5.	Zareen Ali	Mr. Nur Salim Ali	CS	8670743637	Zareen Ali
6.	Anupam Laha	Soumen Laha	DS	9836784998	Soumen Laha
7.	Sayan Majumdar	Santanu Majumdar	EE	7384324425	Santanu Majumdar
8.	Sudhansu Achary	Chandran Achary	AUE	6291733468	Chandran Achary
9.	Ishan Roy	Dinesh Manna	Diploma (CSE)	7364926607	Dinesh Manna
10.	Aditya Kumar Mishra	Anurag Mishra	(EE)	8603821638	Anurag Mishra
11.	Ishaan Dutta	Rima Ghosh Dutta	Diploma (AUE)	7890020664	Rima Ghosh Dutta
12.	Nishit Ranjan Das	Niharjan Das	Diploma (AUE)	8777585134	Niharjan Das
13.	Subhadeep Nay	Nirva Nay	Diploma (CSE)	7044524669	Nirva Nay
14.	Arizka Majumdar	Pasuma Majumdar	Diploma (AUE)	7407590126	Pasuma Majumdar
15.	Anubhav Chakraborty	Anuja Chakraborty	Diploma (CSE)	904801869	Anubhav Chakraborty
16.	Ahika Roy Choudhury	Sudanta Roy Choudhury	Diploma (AUE)	6291306073	Sudanta Roy Choudhury
17.	Bhargav Kumar	Bijaya Kumar	Diploma	7499500346	Bijaya Kumar
18.	Anurag Kumar Das	Pratik Kumar Das	CSE (AIML)	9905718304	Pratik Kumar Das
19.	Sumit Adak	ASOK PRASAD	ECE	6299588260	A. Prasad
20.	Dibyendu Dey	Debiika Dey	BCA	6289461942	Debiika Dey

Sl No	Name of the student	Name of the parent	Stream	Contact Number	Parent's Signature
1.	Arindita Basu	Arindita Basu	ECE	9483047275	Arindita Basu
2.	Rajit Saha	Debosha Saha	ECE	8240527436	Debosha Saha
3.	Subalina Upa	Pu-son Akoch	EEE	9163411710	Pu-son Akoch
4.	Abhi Bha	Abanaba Bha	EEE	9038525462	Abanaba Bha
5.	Manik Pradhan	Suman Pradhan	EE	9330293090	Suman Pradhan
6.	Sudhansu Tudu	Sanku Tudu	CSE	877866820	Sanku Tudu
7.	Kanaka Das	Arindita Kumar Das	BCA	9073331632	Arindita Kumar Das
8.	Soham Chatterjee	Pratik Chatterjee	BCA	9163738278	Pratik Chatterjee
9.	Souvik Dey	Pratik Dey	CSE (AIML)	9004057196	Pratik Dey
10.	Rishabh Maiti	Rishabh Maiti	BCA	9641587177	Rishabh Maiti
11.	Disha Nay	Sudha Nay	BBA (CSE)	8240165633	Sudha Nay
12.	Aditya Das	Sudha Das	EE	9473109196	Sudha Das
13.	Nikhil Kumar	Kaushik Kishor	CE	3355422537	Kaushik Kishor
14.	Dhiman Guha	Subrata Guha	ME	8732868384	Subrata Guha
15.	Rangan Sen	Kapil Chandra Sen	ME	7478194552	Kapil Chandra Sen
16.	Indranil Rana	Joydeb Rana	CSE (CS)	9167171784	Joydeb Rana
17.	Soham Sarker	Roushali Sarker	CSE (CS)	9809863987	Roushali Sarker
18.	Arindita Dey	Anamika Dey	ECE	6291942022	Anamika Dey
19.	Souvik Sam	Sudipta Saha	Diploma	9836279958	Sudipta Saha

Sl No	Name of the student	Name of the parent	Stream	Contact Number	Parent's Signature
1.	Tinika Ghosh	Moumukh Ghosh	Diploma	6289488520	Moumukh Ghosh
2.	Suman Thakur	Poonam Thakur	CSE AIML	8961347617	Poonam Thakur
3.	Anousha Shaw	Sueta Shaw	CSE AIML	7980604651	Sueta Shaw
4.	Piu Halder	Jhumi Halder	CSE AIML	8240599791	Jhumi Halder
5.	Anwita Dey	Bithi Dey	CSE AIML	8100199290	Bithi Dey
6.	Anwesha Kar	Aparna Kar	CSE AIML	9948079686	Aparna Kar
7.	Rufsa Saha	Babita Bera	CSE AIML	8013675822	Babita Bera
8.	Akash Halder	Soma Halder	CSE AIML	6290763137	Soma Halder
9.	ARCHITA DAS	ACHINTYA DAS	CE	9474105712	ACHINTYA DAS
10.	RANIT BARMAN	PRASANTA BARMAN	ECE	7319197608	PRASANTA BARMAN
11.	RANAJIT PRAMANJ	ASHUTOSH SAMAL	ECE	8016759696	ASHUTOSH SAMAL
12.	Subhramanyam Samal	Ashutosh Samal	ME	9332734889	Ashutosh Samal
13.	Betha Das	Chhaya Das	CSE AIML	7605861636	Chhaya Das
14.	Mukesh Nayak	Sujata Nayak	CSE (AIML)	7980945094	Sujata Nayak
15.	Anamika Prasad	Om Narayan Ram	CSE (AIML)	9103349737	Om Narayan Ram
16.	Aditya Dasgupta	Radheshyam Dasgupta	CSE (AIML)	8082804952	Radheshyam Dasgupta
17.	Shivam Jha	Tripti Jha	ECE	7439502643	Tripti Jha
18.	Shamla Bhadra	Arindita Bhadra	AIEM	9903826805	Arindita Bhadra
19.	Arjun Roy	Sabita Roy	CSE (CS)	8420244142	Sabita Roy
20.	Ananya Biswas	Kalita Biswas	CSE (AIML)	833061419	Kalita Biswas

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Few feedbacks given by the parents:

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Feedback Form Parent - Teachers Meeting
Date - 23.12.25

Your feedback is valuable input, and your suggestions are very important for our growth and to ensure that we are imparting the quality of education to the students. We would appreciate it if you could take a few minutes to share your opinions with us so that we can serve you better.

Please fill up and return this form

Name of the Student: Megash Gupta Registration/Roll no. 61
Department: Biotech (CSE) Year and Semester: 1st year 1st


Please tick (✓) in the appropriate boxes:


1. The Meeting objectives were clearly communicated in advance of the meeting
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
2. The meeting objectives were met
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
3. Follow-up actions of last meeting were communicated by HOD/ Tutor/ Mentor
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
4. The meeting leader(s) HOD/ Tutor/ Mentor effectively moderated the meeting
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
5. Meeting attendees had an opportunity to participate for fruitful outcome
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)

Suggestion for Improvement Name

Thank you for your valuable Inputs and suggestions.

Suman Gupta, S. Gupta
Name & Signature of Parent

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Please fill up and return this form

Name of the Student: Swagata Mondal Registration/Roll no. 256550110220
Department: Computer Science & Engg Year and Semester: 1st year 1st semester


Please tick (✓) in the appropriate boxes:


1. The Meeting objectives were clearly communicated in advance of the meeting
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
2. The meeting objectives were met
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
3. Follow-up actions of last meeting were communicated by HOD/ Tutor/ Mentor
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
4. The meeting leader(s) HOD/ Tutor/ Mentor effectively moderated the meeting
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
5. Meeting attendees had an opportunity to participate for fruitful outcome
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)

Suggestion for Improvement No. Everything is good.

Thank you for your valuable Inputs and suggestions.

JAYSHREE SINGHA
Jayshree Singha
Name & Signature of Parent

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Date - 23.12.25

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Please fill up and return this form

Name of the Student: Swarn Ghosal Registration/Roll no. 256550110380
Department: Mechanical Engineering Year and Semester: 1st

Please tick (✓) in the appropriate boxes:

1. The Meeting objectives were clearly communicated in advance of the meeting
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
2. The meeting objectives were met
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
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(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
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(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)
5. Meeting attendees had an opportunity to participate for fruitful outcome
(Strongly Agree □, Agree ☒, Neutral □, Disagree □, Strongly Disagree □, NA □)

Suggestion for Improvement Drinking water, broken tap and
heav. companion app problem (not showing attendance)

Thank you for your valuable Inputs and suggestions.

KANKANA GHOSAL
Kankana Ghosal
Name & Signature of Parent