

DATE: -22/03/2015

MINUTES OF MEETING

The following members were present in the parents meeting on 22/03/2015 from 10:00 am onward at Mechanical Seminar Hall (Room No. 105) at Merchant Institute of Technology (Formerly Sardar Patel Institute of Technology, Piludara) regarding to present overall academic performance of students and other activities to respected parents for their overall improvement.

1. Dr. H. N. Shah – Principal , MIT
2. Prof. Nirav B. Patel – I/C HOD- Mechanical
3. Prof. Pratik B. Umrigar – I/C HOD - Automobile
4. Prof. Rabindar Ghosh – I/C HOD- Civil
5. Prof. Pathik G. Patel – GTU Co-coordinator
6. Mr. Jignesh B Prajapati – I/C HOD - Computer

There were around 25 parents with his/her wards presents in the parents meeting on 22/03/2015. The following topics were discussed in the meeting with parents and students with presence of all respective department HOD's

✓ **Student Attendance and Awareness**

Students were not attend a class regularly and they were roaming here and there for searching class and lab, seating in the canteen, seating in the library and doing nothing so there is a moral responsibly of students to attend all classes regularly.

✓ **Must Present on 12/04/2015 – Next Parents Meeting:**

Principal Sir has requested to all presented Parents to attend next parents meeting on 12/04/2015 for their ward's overall academic performance improvement.

✓ **Open Job Fair 2015**

Principal Sir has addressed to all parents regarding Open Job Fair 2015 that we have placed 688 candidates from all over the Gujarat including our campus students.

✓ **Maintain Contacts with class mentor as well as HOD:**

Address: At & Post: Piludara, Ta & Dist: Mehsana, (Mehsana-Visnagar Highway), Gujarat, India.

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We have requested to all presented Parents to maintain contacts with respective class mentor as well as HOD for updated academic records of his/ her ward.

✓ **Class Mentor :**

We have inform to all parents that all HOD have finalized Class mentor for all class and tell them to mentoring the students and stay connected with for their ward's overall academic performance improvement.

✓ **Regarding Fees Deadline:**

We have requested to all presented parents to know Fees last date from his/her respected department so they will not suppose to pay fees penalty due miscommunication between parents and their ward.

✓ **Regarding Project Cost :**

There is small request from all presented parents that they want rough estimate of their IDP/ UDP project cost for final year students so students should not misguide their parents regarding IDP/ UDP Project Cost.

✓ **One to One call to Parents:**

There is small request from all presented parents that staffs must have one to one communication regarding such kind of meeting so they are aware about all academic activities.

✓ **Involve Parents in IDP/ UDP Project :**

There is small request from all presented parents that they want to involve in final year IDP/ UDP project regarding deadline, cost, marking system etc. so they can guide and support their wards for the same.

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Plate of Pictures



[Dr. H. N. Shah – Principal, MIT, Piludara is addressing parents in Parents Meeting on 22/03/2015]

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[Prof N. B. Patel – I/C Mechanical is addressing parents in Parents Meeting on 22/03/2015]

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Copy to: Dr. H. N. Shah – Principal, MIT
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