Best Practices 2019-20

Parent-Teacher Cell

1. Title of Best Practice: ICT as Parent-Teacher Interaction.

2. Parent-Teacher Interaction: The department of CSE RYMEC practices to conduct the Parent-Teacher meets twice an academic year. The Parent-Teacher cell is constituted with six faculty members: Dr Anuradha SG, Coordinator PTC and Ms Sarvar Begum, Ms Vinutha Prashanth, Mr. Sampath Kumar, Mr. Nagaraj M, Mr. Shivaraj P PTC members.

3. Goal: Interaction between parent/guardian and teacher with the use of ICT as effective communication channel.

   - To foster and promote good relationship among the members of the Teaching staff, student and parent/guardians of the students.
   - To update parent/guardian about the academic progress of their wards and academic activities of the department.
   - To introduce the parents about the process of NBA/NAAC accreditation.
   - To involve parent as a key stakeholders and collect their feedback for welfare of institution.

4. The Practice:

a. The Parent cell department of Computer science and Engineering has designed and employed Google forms for collecting the parent details.

- Students of CSE were intimated to fill up the details of parents through the Google forms.
- The collected data is then made available to all the staff members of the department through Google groups/drives.

b. Automation of parent feedback collection and analysis through Google forms and Google sheets.
- Parent-Teacher cell facilitates the feedback process by deploying both online and offline feedback back system.
- Report on the feedback is analyzed through excel sheets and suggestions given by the parents are recorded.
- Feedback collection process is in progress through online and offline system.
- Feedback analysis will be conducted at the end of the semester.

c. RYMEC follows mysmsmantra.com for sending group sms.
- Progress of the ward regarding attendance, Internal Assessment Marks and other academic activities are informed through bulk sms.
- Regarding attendance requirement as per VTU regulations was informed through bulk message on 29/08/2017. (Sample message communication is been attached for reference)
- Parent-Teacher meet for 7th Sem students was scheduled on 21-08-17. All the mentors of 7th Sem students were informed to make sure that their mentee's parents will attend the meeting.

This Parent-Teacher meet was exclusively conducted for 7th semester and its mandatory.

Sarvar Begum	Vinutha Prashanth	Sampath Kumar
Shivaraj P.	Nagaraj M.	

Coordinator PTC   HOD-CSE

Dr. Anuradha S.G.