



Patrician College of Arts & Science

Parent Teacher Council Report

2024-2025

The Parent–Teacher Meeting (PTM) for the academic year was held on **8th March 2024** from **8:10 a.m. to 11:00 a.m.** for both Shift I and Shift II. Class teachers were present in their respective classrooms with all required reports, and attendance for parents was made mandatory.

OBJECTIVE:

The objective of the Parent–Teacher Meeting (PTM) at the college level is to facilitate effective communication between parents and faculty regarding students’ academic performance, attendance, behavior, and overall development.

The PTM aims to:

1. Review students’ academic progress and arrear status, and provide guidance for improvement.
2. Discuss attendance records and ensure compliance with University eligibility requirements.
3. Inform parents about fee status, scholarships, placement opportunities, and certificate courses.
4. Address behavioral or discipline-related concerns to support students’ personal growth.
5. Collect parents’ feedback and suggestions to enhance institutional processes and student support systems.
6. Strengthen collaboration between parents and teachers for the holistic development of students.

INVITE:

**FEW SAMPLE PICS:**

Collaborative Review of Student Learning and Development





The class teachers discussed the following during the interaction

The Parent–Teacher Meeting held on 8th March 2024 provided a platform for reviewing students' **attendance, academic performance, and arrears**, with guidance given for improvement and University exam eligibility.

Parents were informed about **fee dues, scholarship opportunities**, and encouraged to ensure timely compliance.

Discipline and behavioral concerns was discussed, emphasizing collaborative support for positive student conduct.

Updates on **placements, career development, and certificate courses** including Naan Mudhalvan was shared to enhance employability.

Finally, **parent's feedback and grievances**, including ERP-related issues, were collected for follow-up and institutional improvement.

PARENTS FEEDBACK FORM:

The insights we gather from parents play a crucial role in helping educators grasp their viewpoints, pinpoint areas that need improvement, and bolster the collaboration between school and home. This ultimately aims to enrich the learning experience for students. We shared the feedback form with the parents who attended the meeting via a Google Link, and we were thrilled to receive around 602 responses.

Feedback form :

https://docs.google.com/forms/d/1_ifagFCD2hX8WETfOCeSQhthXTAR3FsR4dTnxLtIWt/edit

SAMPLE FEEDBACK SCREENSHOTS:



Parent-Teachers Meet Feedback - 8th March 2025

Questions Responses Settings

Father / Mother / Guardian Whatsapp No./ Contact No. *

8064005768

Occupation of the Parent *

Auto mechanic

9. The date of the meeting was informed well in advance (கூட்டம் நடத்தும் தேதி முன்பாகத் தெரிய தெரிவிக்கப்பட்டது)

☒ Yes

☐ No

Parent-Teachers Meet Feedback - 8th March 2025

Questions Responses Settings

☒ Yes

☐ No

10. The teacher keeps in constant touch with the parents to inform about the student (ஆசிரியர்கள் பெற்றற்றர்களிடம் மாணவர்களைப் பற்றிய விபரங்களைத் தொடர்ந்து தெரிவித்து வந்திருக்கிறார்)

☒ Yes

☐ No

11. In what way you could collaborate with the college activities? கல்வூரி நடவடிக்கைகளில் நீங்கள் எந்த வகையில் ஒத்துழைக்க முடியும்?

SAMPLE SCREENSHOT OF STUDENT PERFORMANCE ANALYSIS



Percentage of Attendance

Parent Teacher Meeting

January 2025

Sl. No.	Parent Name	Roll No.	Parent Signature	Teacher Signature
1	...	...	...	...
2	...	...	...	...
3	...	...	...	...
4	...	...	...	...
5	...	...	...	...
6	...	...	...	...
7	...	...	...	...
8	...	...	...	...
9	...	...	...	...
10	...	...	...	...
11	...	...	...	...
12	...	...	...	...
13	...	...	...	...
14	...	...	...	...
15	...	...	...	...
16	...	...	...	...
17	...	...	...	...
18	...	...	...	...
19	...	...	...	...
20	...	...	...	...

Percentage of Attendance

Parent Teacher Meeting

January 2025

Sl. No.	Parent Name	Roll No.	Parent Signature	Teacher Signature
1	...	...	...	...
2	...	...	...	...
3	...	...	...	...
4	...	...	...	...
5	...	...	...	...
6	...	...	...	...
7	...	...	...	...
8	...	...	...	...
9	...	...	...	...
10	...	...	...	...
11	...	...	...	...
12	...	...	...	...
13	...	...	...	...
14	...	...	...	...
15	...	...	...	...
16	...	...	...	...
17	...	...	...	...
18	...	...	...	...
19	...	...	...	...
20	...	...	...	...

PARENT TEACHER MEET ANALYSIS REPORT:

Total Number of Parents Intimated - 1062

No. Of Parents Attended - 603

No. Of Parents Absent - 459

Total % of Attendance – 56.77%

**OUTCOME OF THE PROGRAMME:**

The results of a Parent-Teacher Meeting often lead to better communication and teamwork between parents and teachers. This collaboration helps everyone gain a deeper understanding of each student's unique needs and progress.

Ultimately, these meetings create a nurturing atmosphere that supports the overall growth, success, and well-being of students.



Patrician College of Arts & Science

Parent Teacher Meet Report

2024-2025

The Parent Teacher Meeting for the 2024–25 academic year took place on Saturday, August 17, 2024, from 8:30 a.m. to 11:30 a.m. The purpose of the meeting was to discuss students' performance. All parents of second- and third-year students were notified about the meeting through the ERP parent portal and through the students. Additionally, only the parents of first-year students who had less than 75% attendance or whose children missed the CIA test were invited to meet with the respective Department Heads.

Objective:

To hold a productive parent-teacher meeting that enhances family involvement in the classroom and leads to positive outcomes for teachers, students, and the school as a whole.

Invite:





Saint Patrick
Patron



Patrician College of Arts and Science, Adyar
Affiliated to the University of Madras & Reaccredited 'A+' Grade by NAAC in 2021
A Christian Minority Institution
Ranked 1st in TamilNadu & 18th in India among Non-Autonomous Colleges by Education World
Awarded 4 Star with Mentor Status by Innovation Cell, MoE, Govt. of India
Green Champion Award 2023 by Government of Tamilnadu



Bishop Daniel Delany
Founder

Parent Teachers Council, cordially invite you to the

Parent Teachers Meeting
17/08/2024

Time: 8.30 a.m. to 11.30 a.m.

Venue: Respective Classes

Dr. Arokiamary Geetha Rufus
Principal

Dr. Fatima Vasanth
Academic Director

Bro. Naveen F
Director & Secretary

Discussion on their wards performance:





The class teachers discussed the following points during the interaction

1. Lack of Attendance
2. Arrears
3. Habitual Latecomers
4. Discipline Issues
5. Fee Defaulters

Peer to peer discussion on Students Performance:



(Peer-to-Peer Discussion on Students Performance)

CLASSWISE ATTENDANCE OF PARENTS ATTENDED THE MEETING:

<https://forms.gle/y54PT5QuEeatd8FK9>

	A	B	C	D	E	F	G	H
#	Timestamp	Email Address	DEPARTMENT	SHIFT	CLASS & SEC	CLASS TEACHER NAME	NO OF PARENTS ATTEN	TOTAL ELIGIBLE STUD
2	8/17/2024 11:45:10	jerome@patriciancollege	SOCIAL WORK	SHIFT I	BSW II YEAR	Jerome Nesa Raj L	9	18
3	8/17/2024 11:53:57	yuvnesh@patriciancolleg	Commerce	SHIFT I	II B.Com A	R.J. Yuvnesh Kumar	18	30
4	8/17/2024 11:54:37	prakash@patriciancolleg	Department of Commerce	SHIFT I	III B.COM C	Dr. N. Prakash	37	52
5	8/17/2024 12:02:25	purusothaman@patrician	Commerce	SHIFT I	III B.COM B	Dr. PURUSOTHAMAN N	28	53
6	8/17/2024 12:16:14	mahalakshmi@patrician	Computer Science	SHIFT II	III B.Sc CS	S MAHALAKSHMI	23	47
7	8/17/2024 12:20:16	jansi@patriciancollege	Commerce	SHIFT I	III B.COM. A	DR. S. JANSIRANI	35	41
8	8/17/2024 12:27:10	nagarajan@patriciancolle	Accounting and Finance	SHIFT II	III YEAR B.COM AF	NAGARAJAN S	25	63
9	8/17/2024 12:28:18	vincenteyaraj16@gmail.	B.COM CS	SHIFT II	II B COOM CS	MR VIGNESH V	24	39
10	8/17/2024 12:29:20	rekha@patriciancollege	Accounting and Finance	SHIFT II	II B.COM A&F	Rekha naidu	13	23
11	8/17/2024 12:30:31	thasin@patriciancollege	Computer Science	SHIFT I	II BSC CS	Mrs Thasin Fousia M H	22	24
12	8/17/2024 12:32:10	dichellamma@patrician	PG and Research Depart	SHIFT I	II B.Com B Sec	Dr A.V.Chellamma	29	43
13	8/17/2024 12:32:27	ayisha@patriciancollege	Corporate Secretaryship	SHIFT II	III B.Com Cs	Dr. Ayisha Jothi T	40	54
14	8/17/2024 12:33:22	louisa@patriciancollege	Management	SHIFT I	II BBA	Mary Louisa A	19	50
15	8/17/2024 12:34:32	sharon@patriciancollege	Computer science	SHIFT II	II BSC CS	Sharon	12	29
16	8/17/2024 12:45:00	rohith@patriciancollege	Commerce	SHIFT I	II B.Com D	Dr. U. Rohith	10	16
17	8/17/2024 12:49:07	Pushpalatha@patrician	BCA	SHIFT II	III BCA	Pushpalatha L	31	38
18	8/17/2024 12:49:52	jecintha@patriciancollege	Computer Applications	SHIFT II	II BCA	Ms JECINTHA P	39	45
19	8/17/2024 12:52:15	meena@patriciancollege	PG & Research Departm	SHIFT I	II M Com	Dr B Meena	8	
20	8/17/2024 12:57:16	survasundarathiruchinn	C.Sc with Data Science	SHIFT I	A	Dr Survasu Susan Thomas	25	

SAMPLE SCREEN SHOT OF STUDENT PERFORMANCE ANALYSIS



PATRICIAN COLLEGE OF ARTS AND SCIENCE
Parent Teachers Meeting
17.08.2024, Saturday

Department : Social Work
Class : II BSW

S. No	Roll No	Name	% of Attendance	Fee defaulters	No of Absences	Remarks (Late, Curfew, Behaviour...)	Parent Phone No.	Parent's Signature
1	D23SW050	CHANDAN THERIV J	61.50	Outright fee defaulters	1	Need to improve his attendance	9840141450	Chandan
2	D23SW012	JESSE PRADEEP B.D	78.15	Pending	3	Large fee defaulters	9446383544	Jesse
3	D23SW004	DEEPAK KUMAR R.	87.50	Completed	2	Should be consistent in attendance	9463816104	R.D.
4	D23SW018	PRINCE RICHARD R.	95.00	Pending	1	Should maintain discipline in class	9176030492	R. Prince
5	D23SW026	VINODHINI M.	75.00	Outright fee defaulters	1	Should improve the presentation	9880353045	M. Vinodhini
6	D23SW014	RAHUL R.	74.50	Completed	1	Improve his studies	9789801158	R. Rahul
7	D23SW032	SHREYAS KUNDE VASU	56.75	Completed	1	Need to have proper study plan	9840684415	Shreyas
8	D23SW010	LEONARD RICHARD RICHARD	47.50	Pending	3	Not regular should attend class	8838116234	Leonard

Patrician College of Arts and Science
Parents Teachers Meeting (20/08/2024)

DEPARTMENT OF COMMERCE SHIFT II

NO.	ROLL NO.	NAME OF THE STUDENT	ATTEN DANCE %	NO. OF ARREARS	HABITUAL LATECOMER S	DISCIPLIN E ISSUES	FEES DEFALTERS	MOBILE NO	SIGNATURE
1	E23CM001	ABIRAHAM A	47.52	3	Irregular		300	7922878156	A. Abiraham
2	E23CM002	AJAY A	80.59	3			300	6381406602	Ajay
3	E23CM003	AKASH C	66.34	7	Irregular		300		
4	E23CM004	AKASH S	74.26	4			300	7537444444	S. Akash
5	E23CM005	AMALANMANYA A	74.26	1			300		
6	E23CM006	ANDREW LALPAKZUATA KAI	69.8	3			2110	8922987666	A. Andrew
7	E23CM007	ASHIKA V	79.7	Nil			2000		
8	E23CM008	BARATHKUMAR A R	75.7	1			2110	2324499444	R. Barath
9	E23CM009	DARSHAN N K	71.78	Nil			300	9025555177	N. Darshan
10	E23CM010	DAVANCHI A	88.63	6			2110		
11	E23CM011	DEEPAK A.	86.14	3			Nil	6369000000	A. Deepak
12	E23CM012	DEEPAK KUMAR M	26.71	5	Irregular		300		
13	E23CM014	EDVIS JAMES G	78.24	1			2110	9841117401	G. Edvis
14	E23CM015	FELIX KUMAR S	82.67	1			Nil	9841117401	S. Felix
15	E23CM016	GEORGE BENADICT S	93.07	1			Nil		
16	E23CM017	HARI KRISHNAN R	46.04	3			2110		
17	E23CM018	HARI RAJ I	91.58	Nil			2110	9841117401	I. Hari
18	E23CM019	HARISH N	88.33	Nil			Nil	9940530002	N. Harish
19	E23CM020	HIDHA FATHIMA S	75.25	2			Nil	8122016144	S. Hidha
20	E23CM021	JOHN AKSHISH P	83.66	7			2110		
21	E23CM023	KARTHIK T	58.42	5	Irregular	Politeness	Nil		
22	E23CM024	KARTHIRAM D C	64.85	3	Irregular		2110	8840264558	D. Kartir
23	E23CM025	KEVIN JEROME A	64.85	5	Irregular		Nil	4177605762	A. Kevin

**PARENT TEACHER MEET ANALYSIS REPORT:**

Total Number of Parents Intimated - 1401

No. of Parents present - 921

No. of Parents absent - 480

Total percentage of Attendance – 65.73%

OUTCOME OF THE PROGRAMME:

The Parent–Teacher Meeting was productive and reinforced the partnership between the college, parents, and students. It helped in creating increased parents awareness of their ward’s learning environment, challenges, and achievements. Students understood that both teachers and parents, motivating them to perform better, are jointly monitoring their progress.