



# CITY COLLEGE

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Ref. No. : .....

Date: 03.05.2023

## Notice

With the consent of Principal and Vice-Principal of City College, Department of Botany is going to conduct a Parents-Teachers meeting for 2<sup>nd</sup> Sem (Hons.) on 08/05/2023 at 12.30PM.

All the teaching and non-teaching staff are requested to attend the said meeting at particular date and time mentioned above.

*Atyay 3/5/23*

Vice-Principal  
City College  
Kolkata-09  
Vice-Principal  
City College, Kolkata-9

*Subal Chatterjee*  
Principal  
City College  
Kolkata-09  
*03/05/23*

*Nandini Chatterabati*

Associate Professor and Head  
Department of Botany  
City College, Kolkata-9

Copy to:  
HOD, Dept. of Zoology, Chemistry, Bengali and Physiology

MEETING RECORDS (08/05/2023)

- Dr. Nandini Chakraborti (Head of the Dept.) headed the meeting.
- Parent-Teacher Meeting started with an introductory note to parents; HOD explained apart from study, other extracurricular activities, other activities done by the students.
- HOD also explained to parents that our department is highly enriched with faculty members and all the faculty used to take their classes regularly on time and parents are also advised to visit college/Dept. periodically.
- ~~Also~~ Majumdar (AM) suggested parent to keep a note or track on class routine of the dept. in order to be aware of the classes and the topics covered.
- Sujata Dutta Ghosh (SDG) gave an opinion to check whether students are writing in their notebook regularly during each class and to share feedback about the classes held in last semester.
- For Ishika Ghosal parents Rupak kr. Sengupta opined students to be regular in class, but has to be much more attentive, responsive, need to encourage self-guardianship; to stop (resist) from mobile use, regular interaction among themselves to be encouraged.
- Parents of Ishika Ghosal answered that she used to study by her own, though she needs some tuition help.

RSG in turn pointed out in Internal Exam for SEM-1 she need to practice (in writing) more precisely.

NC pointed out she is attentive, regular attentive, writing practice, participation involved.



• For Amritha, RSG Str pointed out that he is regular, attentive dedicated, but fetches less score as lack of planning strategy.

• Parent pointed out due to family problem, pressure from his parents (illness), he got stressed out soon; for this proper guidance needed. Also suggested for class test (20-25 marks) should be taken.

• RSG pointed out of/ass method (basic teaching method) approach is there, the same question when asked taken after a week similar answer not given; there is a gap in knowledge; needs to study book regularly.

Parent asked how to guide him, in turn RSG answered to go through and solve previous year's Questionpaper, make self notes, read study books, ans. within time.

NC also suggested to answer within time.

• For Snehasish Das

RSG pointed out he is intelligent but has less dedication towards his studies, needs to be more alert, need to study book more.

Parent pointed out that he studies but during weekends he went out to parents place so get less study time.

• For Hita Mondal

RSG pointed out she is irregular, inattentive.

Parent pointed out that her guardian is well attentive till her completion of H.S. but now she doesn't listens to her parents.

All teachers pointed out that it not wise to do two courses simultaneously at a time, for which RSG said not to encourage such classes.

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• Foot Barium

RSG pointed (and other) object teachers pointed out that his practical hand is good, but writing not good, theory class not followed well, regular study/used text books. Other's said he's good in practical but weak in Eng. Ush writing.

Nandini Chaurabanti  
8/5/23

Associate Professor and Head  
Department of Botany  
City College, Kolkata-9

STUDENT'S NAME

GUARDIAN'S SIGNATURE  
WITH DATE.

1. ~~So~~ AMRIT RAY

Sarjal Ray.  
8/05/2023

2. Mitu Mondal

Milan Mondal

3. Ishika Ghosh

Prasenjit Ghosh

4. Basu Ghosh.

Shri's Chandra Ghosh.

5. Santosh Das

Santosh Das

6.

Teachers present in the meeting -

1. Nandini Chatterbari 8/5/23

2. Sujita Datta Ghosh

3. Smita Ghata 8/5/23

4. Rupak Kumar Senapati 08/05/23.

5. Ashok Majumdar 08/05/23

6. Saayak Choudhury 08/05/23.

7. Partha Karak 08/05/23.

Non-teaching staff present -

1. Ashok Tandan.

2. Bina Sarkar

3. Sanjib Mondal