



Ref. No. MANUU/ F. 613/ 2016-17/98

Date: 28.07.2016

CIRCULAR

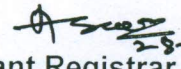
**Sub:- MANUU - Academic – Parents Teachers Meeting - Quarterly – Reg.**

**Ref: - Approval of the Vice Chancellor, dated 22.07.2016**

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All the Deans and Heads of the Departments are hereby informed that the UGC guidelines on safety of students on and off campuses of Higher Educational Institutions to organise quarterly parent teachers meeting to resolve grievances of students;

1. All the departments may organise at least two meetings in a semester with students, parents and teachers of the department and a Vice Chancellor nominee will attend the meeting.
2. Departments may prepare a schedule of the meeting and notify it well in advance with the approval of the authorities.
3. Parents would attend the meeting at their own expenses.
4. Proceedings of the meetings be discussed at School level and Dean may forward recommendations to the **Dean, Students' Welfare** with a copy to Dean, Academic Affairs, for further action if required, on any academic matter and also a copy to Vice Chancellor's office.

  
28-7-2016  
Assistant Registrar  
(Academic)

To:  
All the Deans and HOD's

Copy to:

1. Secretary to Vice Chancellor,
2. O/o the Registrar ,
3. Director, CIT to upload on University website
4. Concerned file