



Pimpri Chinchwad Education Trust's
Pimpri Chinchwad College of Engineering (PCCoE)

(An Autonomous Institute)

Affiliated to Savitribai Phule Pune University (SPPU)

ISO 21001:2018 Certified by TUV SUD

Notice: Parent Meet

Department: Mechanical Engg.

Academic Year: 2025-2026

Date: 24/02/2026

The Mechanical Engineering Department of PCCoE, Pune is organizing a **Parent Meet** for Academic Year 2025-26, Sem.-II, on **05/03/2026 (Thursday) at 3 PM in the seminar hall, fifth floor, building no 9, PCCoE, for SY, TY, and final-year B.Tech.**

The following work should be ensured by the respective portfolio in charge.

1. All academic coordinators and class teachers should update all necessary records and documents, such as attendance, internal evaluation, etc.
2. All the respective subject teachers and class teachers along with the academic coordinator shall remain present for the same.
3. **All proctors and class teachers are requested to contact respective parents via SMS or phone call for invitations to Parents Meet and convey the latest attendance monitoring report.**

Agenda:

- To convey academic/co-curricular progress of students to parents
- To convey NEP implementation in autonomous work culture and various courses offered under autonomy
- Interaction of parents with subject teachers and class teachers
- Various activities run by the institute for holistic development of students.

For smooth conduction of Parent Meet, following staff member is given responsibilities as:

S.N.	Organization	Responsibility	Schedule
1	SY, TY and Final Year B.Tech Parents Meet	Respective Academic Coordinator, Class Teachers, Subject Teachers and HoD	Date: 05/03/2026 Day: Thursday Time: 03.00 PM Venue: Seminar hall, fifth floor, building no 9, PCCoE
2	Mr. S. D. Narawade	Registration Desk	
3	Mr. Nilesh Gaikwad (In-Charge)	Feedback form preparation and Compilation	

Mr. Nilesh Gaikwad
Parents Meet In-Charge

Dr. P. R. Kale
HoD Mechanical, PCCoE, Pune