

## **Government Bikram College of Commerce, Patiala**

### **Parent Teacher Association (PTA)**

Parent Teacher Association (PTA) is backbone of our Institution. PTA of Government Bikram College of Commerce, Patiala is very active. It is giving considerable assistance and financial support for the improvement of facilities within the institution. A large number of developmental programmes have been taken up under the patronage of the PTA for the benefit of students and staff. It is working for the welfare of the students and the institution. PTA members offer constructive suggestions for the smooth and successful functioning of this college. The main aim of PTA is to promote better participation of the parents in the various programmes of the college and to establish better liaison with the teachers.

#### **Aims and objectives**

- To promote the welfare of students in the college.
- To create better understanding between parents and teachers.
- To update the parents about their wards' performance by providing a platform for sharing information and fostering open dialogue.
- To work for the improvement of the college with the involvement of parents & teachers.
- To help parents and teachers for creating conducive environment for the holistic development of their ward/disciple.
- To promote the better physical and mental health of students.

#### **Functions**

- To help the parents to understand the college programme where parents can visit the college and observe their children at work.
- To arrange for timely meetings where parent teacher consultations are possible in a group as well as individually.
- To prepare programme which can increase cooperation between college and community and can create better mutual understanding between parents and teachers.
- To provide various opportunities to parents and teachers to meet on equal footing and discuss, problems of their children.
- To arrange for social get-together and programmes of recreation for parents and teachers.

## **Policy**

This Association will be purely educational, non-commercial non- sectarian and non-political. It will not seek to interfere in the administrative matters of the colleges.

## **Management**

There shall be an Executive Committee of the following:-

- President: Principal of the College is ex officio President of Association.
- Sr. Vice President: To be elected by the parents.
- Secretary: To be elected by the parents.
- Treasurer: To be elected by the teachers.
- Joint Secretary: President of the G.C.T.A.
- Vice President: Senior Most lecturer of the college

And some members of the Executive Committee according to the strength of college. 50% members of Executive Committee will be elected by parents of the students and remaining 50% by the college staff. The following criteria is suggested:-

1. upto one thousand students- two executive members
2. upto two thousand students- four executive members
3. above two thousand students - Six executive members.

From college staff side Sr. No.:

1. Bursur of the college
2. Members of college council & Bursur.
3. To be nominated by the Principal apart from above two.

## **Funds**

All the funds of the Association will be deposited in the Bank/Post Office in the name of College P.T.A. and account will be operated by the President, Secretary and Treasurer of the P.T.A. The money will be withdrawn by the joint signatures of President and any one from the Secretary and Treasurer.

## **General Body Meeting**

1. The Annual General Meeting of the association shall be held every year.

2. The Secretary or Treasurer shall read the annual report of the work done by the association.
3. The balance sheet audited by a Charter Accountant/Auditors for the year shall be placed before the house for confirmation.
4. The date and place fixed for Annual General Meeting will be informed at least fifteen days earlier from the scheduled date of AGM.
5. In addition to the Annual General Meeting, Executive Body Meeting will be called by the Secretary of the Association whenever he/she deemed fit as and when so required by the President or on receipt or requisition signed by the at least one tenth members of association.