

SHRI DHANWANTRY AYURVEDIC COLLEGE & HOSPITAL



SDACH

Run by : SHRI DHANWANTRY EDUCATIONAL SOCIETY (REGD.)

SECTOR 46-B, CHANDIGARH

College : 0172-2631021, 5046200 Hospital : 0172-5046000, 7710778822

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Affiliated with Shri Krishna Ayush University Kurukshetra (Hry.)

INTERNAL QUALITY ASSURANCE CELL MINUTES OF MEETING

Date: 10th November 2025

Time: 10:00 AM- 11:00 AM

Venue: Conference Hall

1. Members Present

- Dr. Sumit Srivastava – Chairman
- Dr. Nithin Krishnan R. – Coordinator
- Dr. A Sankar Babu – Senior Admin Officer
- Mr. Sudarshan Shastri – Society/Trust Nominee
- Dr. Pragati A. Katariya – Teacher Representative
- Dr. Ranjan Kumar Jha – Teacher Representative
- Dr. Amrit Malik – Teacher Representative
- Dr. Kanika Aggarwal – Teacher Representative
- Dr. Sanuj Muralidharan – Teacher Representative
- Dr. Shiksha Kumari – Teacher Representative
- Dr. Rijin Mohan – Teacher Representative
- Dr. Nidhin MM – Teacher Representative
- Dr. Aravind S. – Teacher Representative
- Ms. Supriya Saini – Non-Teaching Representative
- Ms. Deeksha kumari – Non- Teaching Representative

Members absent

- Dr. Naresh Mittal – Management Representative
- Dr. Anoop Goyal – Alumni Nominee
- Mr. Anil Sharma – Employers Nominee
- Mr. Khullar – Industrialist Nominee
- Mohan Lal Gupta – Stakeholders Nominee
- Mr. Akarsh – Student Nominee

2. Proceedings of the Meeting

The meeting commenced at 10 AM with the permission of the Chair. Dr. Sumit Srivastava welcomed the members and emphasized the need for systematic documentation and proactive quality enhancement measures.

3. Agenda-wise Discussion

Agenda 1: Review of Internal Audit (NAAC, NABL, NABH)

The IQAC Coordinator presented findings of the October 2025 internal audit.

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Observations:

- Academic files maintained but require updated CO-PO mapping documentation.
- Clinical departments need improved patient record indexing.
- Laboratory calibration logs require periodic verification.
- Committee meeting documentation needs central digital storage.

Decisions:

- Departments to update documentation.
- Monthly audit review to continue.

Agenda 2: Planning for New IQAC Verticals

After discussion, the following new verticals were proposed:

1. **Research & Innovation Cell** – To enhance publications, IPR and funded projects.
2. **Documentation & Data Management Cell** – For central digital archiving.
3. **Skill Enhancement & Training Cell** – For workshops and CME programs.

Agenda 3: Stakeholder Feedback Review

Key inputs received:

- Students requested more clinical exposure and guest lectures.
- Alumni suggested structured internship documentation.
- Patients recommended improved waiting area management.
- Employers suggested skill-based certification modules.

Decisions:

- Weekly clinical case discussion strengthened.
- Quarterly guest lectures to be organized.
- Patient flow monitoring committee to be formed.
- Skill certification workshops to begin next semester.

Agenda 4: Faculty Training Session

A training session was conducted covering:

- Detailed explanation of QCI/Accreditation parameters.
- Best practices for NAAC documentation.
- Maintenance of Lesson Plans, Logbooks, Registers, and Reports.
- Digital backup and file indexing methods.

Faculty members actively participated and raised queries regarding documentation formats.

It was resolved that:

- Standard file index format to be circulated.
- Documentation review workshop to be conducted quarterly.

4. Key Resolutions Summary

1. Stakeholder suggestions converted into measurable actions.

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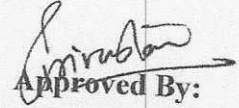
24 Feb 2022 to 23 Feb 2023

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2. Faculty quality training initiated.
3. Digital documentation system to be strengthened.

5. Conclusion

The meeting concluded at 11 AM with a vote of thanks to the Chair.


Approved By:

Dr. Sumit Srivastava
Chairman, IQAC