

SHRI DHANWANTRY AYURVEDIC COLLEGE & HOSPITAL



Run by : SHRI DHANWANTRY EDUCATIONAL SOCIETY (REGD.)

SECTOR 46-B, CHANDIGARH

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

E-mail : dhanwantry@rediffmail.com | info@sdac.ac.in

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Affiliated with Shri Krishna Ayush University Kurukshetra (Hry.)

No.SDACH/2024/1329

Dated: 31.08.2024

CIRCULAR

To: All College Council Members

Subject: Meeting Notification

This is to inform all the esteemed members of the College Council that a meeting has been scheduled as follows:

- **Date:** 02nd September 2024
- **Time:** 11:00 AM
- **Venue:** Principal's Chamber


All College Council members are **requested to attend without fail** as important matters concerning the institution will be discussed.

Agenda:

1. Discussion on Unique Selling Policies (USP) of the Institution
2. Strengthening of Curricular and Co-Curricular Activities
3. Postgraduate Department Strengthening
4. Framing of UG/PG Admission Committees and Defining Roles and Responsibilities
5. PG Academic curriculum
6. Updates on QCI-NABET Data Collection and Progress
7. Winter Vacation Schedule

Your valuable inputs and active participation are crucial for the success of this meeting. Please ensure your presence and punctuality. Thank you.

For any queries, please contact the Principal's Office.


Principal
Shri Dhanwantry Ayurvedic College
& Hospital, Sec. 46-B, Chandigarh

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MINUTES OF THE MEETING

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Discussion and Resolutions:

1. Discussion on Unique Selling Policies (USP) of the Institution

Discussion:

- The council discussed the need to define and highlight the institution's unique strengths, such as academic excellence, state-of-the-art facilities, faculty expertise, and research contributions.
- Suggestions included improving marketing strategies to attract more students and collaborating with alumni for promotion.

Resolution:

- A task force comprising Alumni and Placement Committee was formed to draft a comprehensive USP document by 15th September 2024.

2. Strengthening of Curricular and Co-Curricular Activities

Discussion:

- The council emphasized the importance of updating the curriculum to align with modern standards and integrating value-added courses.
- Suggestions included organizing regular workshops, cultural events, sports activities, and interdisciplinary programs to enhance student engagement.

Resolution:

- Academic Coordinator will oversee a curriculum review and submit a proposal for co-curricular activities by 30th September 2024.

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3. Postgraduate Department Strengthening

Discussion:

- The need to improve postgraduate education quality was discussed. Suggestions included offering skill-based training, fostering research initiatives, and increasing collaborations with external institutions.
- Challenges related to infrastructure and faculty workload were also highlighted.

Resolution:

- A committee comprised by Heads of PG Departments will assess current gaps and propose a detailed roadmap for PG department strengthening by 20th October 2024.

4. Framing of UG/PG Admission Committees and Defining Roles and Responsibilities

Discussion:

- The council discussed the necessity of clearly defined admission committees for UG and PG programs to ensure a smooth and transparent admission process.
- Roles such as screening applications, organizing entrance tests, and conducting interviews were outlined.

Resolution:

- UG Admission Committee framing
- PG Admission Committee framing
- Detailed guidelines and responsibilities will be circulated by Admission Coordinator by 10th September 2024.

5. Postgraduate Academic Curriculum

Discussion:

- The need to orient PG Academic curriculum to Post Graduate departments is planned.
- As per the new PG curriculum the faculties need to be oriented regarding the same for effective delivery and design a dynamic timetable for planning and execution.

Resolution:

- A committee comprised by Academic committee coordinator will plan for orientation programs for the faculties by 20th October 2024.

6. Updates on QCI-NABET Data Collection and Progress

Discussion:

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- Progress on the QCI-NABET accreditation process was reviewed. The council acknowledged that 60% of the required data had been collected, but some departments were lagging.
- Challenges such as incomplete documentation and lack of coordination were discussed.

Resolution:

- Each department head is instructed to finalize their pending data and submit it by 20th September 2024.
- QCI-NABET Coordinator will provide updates to ensure progress.

7. Winter Vacation Schedule

Discussion:

- The proposed winter vacation schedule for faculty, staff, and students was discussed. Care was taken to ensure that the vacation period did not disrupt hospital or academic activities.

Resolution:

The final winter vacation schedule was approved – First half (24th December 2024 to 09th January 2025) and Second half (11th January 2025 to 27th January 2025)


- Department heads were instructed to ensure proper duty rotation during this period.

Action Points and Deadlines

Action Item	Responsible Person(s)	Deadline
Draft USP document	Academic co-ordinator	15th September 2024
Submit curriculum review proposal	Academic Coordinator	30th September 2024
Roadmap for PG department	PG Department Committee	20th October 2024
PG Academic curriculum	Academic Coordinator	20th October 2024
Finalize UG/PG Admission Committees	Admission Committee Head	10th September 2024
Submit QCI-NABET data	All Department Heads	20th September 2024
Winter Vacation	Principal office	28 th November 2024

Closing Remarks:

The Principal thanked all members for their participation and emphasized the importance of timely implementation of the resolutions. The meeting was adjourned at 1:00 PM.


Principal Principal
Shri Dhanwantry Ayurvedic College
Hospital, Sec. 46-B, Chandigarh