

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

Visit us : : www.sdach.ac.in



Affiliated with Shri Krishna Ayush University Kurukshetra (Hry.)

Alumni Association Committee Minutes of the Meeting

Date: 19/5/2025

Members Present:

- | | | |
|-----------------------|----------------------|--|
| 1. Chairperson | Dr. S K Thakur | |
| 2. Alumni Representor | Dr. Anoop Goyal | |
| 3. Member Secretary | Dr. Kanika Aggarwal | |
| 4. Member | Dr. Janardhan Mishra | |
| 5. Member | Dr. Monika | |
| 6. Member | Dr. Hardeep | |
| 7. Member | Dr. Sapna | |

Agenda:

1. Revising the guidelines of parent teacher association - Planning for revising the guidelines and formation of SOP for parent teacher association.
2. Updating the member list of the alumni association committee.

Conclusion:

The Alumni Association successfully addressed the need for revising the existing guidelines to better align with the evolving educational environment and the needs of students, parents, and teachers. Constructive discussions led to several important updates, including:

- Enhanced communication protocols between teachers and parents through regular meetings.
- Clearer procedures for addressing grievances and concerns.
- Emphasis on inclusive practices and student well-being.

All members present agreed that these changes aim to foster a more collaborative, transparent, and supportive learning environment.

Members List Finalized:

- | | | |
|-----------------------|----------------------|--|
| 1. Chairperson | Dr. S K Thakur | |
| 2. Alumni Representor | Dr. Anoop Goyal | |
| 3. Member Secretary | Dr. Kanika Aggarwal | |
| 4. Member | Dr. Janardhan Mishra | |
| 5. Member | Dr. Monika | |
| 6. Member | Dr. Hardeep | |
| 7. Member | Dr. Sapna | |
| 8. Member | Dr. Isha Malik | |

Whereas regarding PTA association guidelines were formed for formation of SOP for the same.



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24 Feb 2012 to 23 Feb 2025

Affiliated with Shri Krishna Ayush University Kurukshetra (Hry.)

Dated : 19/5/2025

STANDARD OPERATING PROCEDURE (SOP) FOR PARENTS-TEACHER ASSOCIATION (PTA)

1. Purpose

The Parents-Teacher Association (PTA) aims to foster collaboration between parents, teachers, and the institution to enhance students' academic, professional, and personal development. The PTA serves as a platform for constructive dialogue, addressing concerns, and supporting the college's vision of holistic Ayurvedic education.

2. Scope

This SOP applies to all PTA members, including parents/guardians of enrolled students, faculty members, and college administration representatives.

3. Objectives

- Facilitate effective communication between parents and teachers.
- Support academic and extracurricular initiatives.
- Address student welfare, discipline, and career development.
- Assist in resolving grievances related to academics or college policies.

4. Meetings & Communication

• Frequency

General Meetings: After every term.

Emergency Meetings: As needed (for urgent matters).

• Communication Channels

- Official PTA email/WhatsApp group.
- Notice board announcements in the college.

5. Responsibilities

• Parents/Guardians

- Actively participate in PTA discussions.
- Provide constructive feedback on academic and institutional matters.
- Encourage student discipline and adherence to Ayurvedic principles.

• Faculty & Administration

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- Share academic progress, challenges, and college updates.
- Address parent concerns regarding curriculum, exams, or facilities.
- Facilitate expert lectures for career guidance.

- **PTA Committee**

- Ensure smooth functioning of PTA activities.
- Mediate in case of disputes (if any).

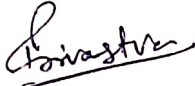

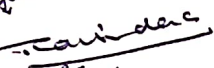
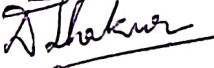

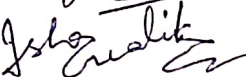
6. Documentation & Records-

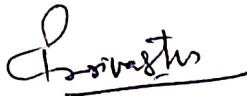
- Meeting minutes.
- Parent teacher association database (updated annually).

7. Amendments-

- Proposed changes must be submitted in written.
- Approved by a 2/3 majority of the committee members present in the committee Meeting.

Members of PTA Committee

1. Chairperson	Dr. Sumit Srivastav 
2. Member	Dr. Ranjan Jha 
3. Member	Dr. Ravinder Kaur 
4. Member	Dr. Dolly Thakur 
5. Member	Dr. Shiksha Kumari 
6. Member	Dr. Isha Malik 


Principal

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