



INSTITUTE OF HEALTH SCIENCES

(A Unit of Margdarsi)

Office: N-2/41, I.R.C Village, Nayapalli, Bhubaneswar – 751015, Ph.:0674-2553640, 2550054

Campus: Chandaka, Bhubaneswar, Khordha, Odisha, pin: 754005, E-mail: ihsbbsr@margdarsi.org, web: www.ihsindia.org

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IHS/IQAC/04/2021

8 th Feb'2021

NOTICE

A Meeting of Internal Quality Assurance Cell (IQAC) for the planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities shall be held on 11th Feb 2021((03:00 PM- 05:00 PM) at Meeting Hall, IHS, Chandaka, Bhubaneswar-751024. All the members are requested to attend the meeting are requested to attend the IQAC meeting

Agenda:

1. Approval of Previous meeting Minutes
2. Quality Initiatives during Lock down for transforming the Academics and Administration on digital platform
3. Analysis of proper criteria's of NAAC and preparedness for peer team visit.
4. Activities planned for the academic year 2020-21
5. Review on process manual for academic planning & monitoring
6. Review & progress on Research & Development.
7. Analysis on Collaborative activities.
8. Analysis and Action plan for Stakeholders feedback on curriculum, faculty and facilities.
9. Vote of Thanks

Chairman, IQAC

Copy to:

1. Governing Body IHS
2. All Members of IQAC



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE 5th IQAC MEETING,				
DATED - 8 th Feb ,2021				
VENUE: Meeting Hall, IHS, Chandaka, Bhubaneswar-751015				
TIME : 03: 00PM				
Committee members & others present	Sr. No	Name of the	Designation	Signature
	Participants			
	1.	Prof. Satanarayan Mahapatra	Chairperson	
	2.	Mrs. Nalini Mohanty	Program Director	
	3.	Dr. Sibananda Mishra	Principal	
	4.	Dr. Priyadarshini Mishra	Co-ordinator	
	5.	Mr. P. C. Sahoo	Member	
	6.	Mr. Sanjay Kumar Nayak	Member	
	7.	Mr. Bhowmick Kandpal	Member	
	8.	Ms. Kriti Boral	Member	
	9.	Mr. Manoranjan Mishra	Member	
	10.	Mr. Dibyajyoti Nayak	Member	
	11.	Ms. Auroshikha Sahu	Member	
	12.	Mr. Amulya ku Panda	Member	
13.	Mr. Manoj Kumar	Member		
Leave / Absence:	Nil			

**IHS**

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S. No.	AGENDA	DISCUSSION	DECISIONS/ ACTION TAKEN	RESPONSIBILITY
1.	Approval of last IQAC meeting.	The minutes of last meeting were read , Discussed and approved.	The documents submitted by assigned officials are approved and instructions were passed for implementation with Immediate effect.	IQAC Coordinator to ensure the implementation
2.	Quality Initiatives during Lock down for transforming digital platforms.	Coordinator IQAC informed all members present about the WebEx being the permanent digital platform for conducting online program. Programs mentioned on Academic Calendar were elaborated	It was decided that all the meeting Collaboration or any online programs will be conducted via WebEx. Faculties need to be ready With documents. All the programs should be completed as per date mentioned on the Academic Calendar.	1. Principal 2. All the Faculties 3. IQAC Coordinator, 4. Executive Secretary
3.	Analysis of proper criteria's of NAAC and preparedness for peer team visit.	It was informed to all the members about the NAAC SSR compliance. All the supporting documents according to the criteria is in process by all the faculties & other non- teaching staff.	Preparation of all the supporting documentation for NAAC to be completed by the end of February'21.	1. Principal Sir 2. All the Faculties 3. IQAC Coordinator, 4. Executive Secretary
4.	Activities planned for academic year 20-21	The academic calendar for 20-21 academic years was reviewed. Due to late start of session. Students are made active in two ways- Presentation of subjects covered during lockdown with clarification of doubts further new topics and practical are demonstrated with hands on experience.	It was suggested to conduct all remaining activities mentioned in calendar and to complete the semester at the earliest. Online guest faculties classes should be invited for students in-depth knowledge in specific topic	1. Principal Sir 2. All the Faculties
5	Review On process manual for academic planning & monitoring	Process manual for academic planning and monitoring is discussed and approved	Instruction were given for its immediate effect	1. Principal sir 2. HOD of respective department 3. All the Faculties



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6.	Review & progress on Research & Development	Research & Innovation platform-Ideation hub has been created for all the student & faculties. Faculties have been allotted with 10 students to supervise them. Time slot is been fixed for research classes & in every 2 weeks review meet is been conducted.	Faculties need to submit 2 service projects under the guidance of Ms. Nalini Mohanty in a period of 3 months. Last date of submission is 1 st ,March' 21.	1. All Faculties 2. Mrs. Nalini Mohanry
7.	Analysis on Collaborative activities.	We had collaboration with various organization like Danaah, Labat-Asia, Cyclops Medtch, SDNx, SOG, CRPF .Also we had First innovation & entrepreneurship conclave on audiology.	Support service with Sparsh for MOU should move forward. 16 hrs of certificate course of 3 days from Widex as well as Triple A program From Audiology should be conducted.	1, Mr. Manoj Singh 2. Mr. Dibya Jyoti Nayak
8.	Analysis and Action plan for Stakeholders feedback on curriculum, faculty and facilities.	University Examination notice should be taken in 2months delay as compared with previous academic year due to COVID as a prior notice.	Feedback from each responsible member of IQAC to be collected. Students should get leave only <i>in</i> emergency. Summer vacation is to be cancelled.	1. Amulya Panda 2. Principal Sir
9.	Vote of Thanks	On behalf of the IQAC Dr. Priyadarshini Mishra coordinator conveyed vote of thanks to Chairman and all members for attending the meeting and suggestions		

Copy to:

1. All Members of IQAC
2. All Faculties
3. All Assigned official
4. Chairman IQAC


Director
Institute of Health Sciences
Bhubaneswar



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IHS/IQAC/05/2021

20th july'2021

NOTICE

A Meeting of Internal Quality Assurance Cell (IQAC) for the planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities shall be held on 20th july 2021((03:00 PM- 05:00 PM) at Meeting Hall, IHS, Chandaka, Bhubaneswar-751024. All the members are requested to attend the meeting .

Agenda:

1. Approval of Previous meeting Minutes
2. Identification & categorization of driving points parameter
3. Quality Initiatives to bridge the gaps during online classes
4. Approval for new value added courses and certificate courses
5. Reconstitution of various committees
6. Quality initiative for collaboration with National institutes.
7. Vote of Thanks

Chairman, IQAC

Copy to:

3. Governing Body IHS
4. All Members of IQAC



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

MINUTES OF THE 5th IQAC MEETING,				
DATED - 20 th July ,2021				
VENUE: Meeting Hall, IHS, Chandaka, Bhubaneswar-751015				
TIME : 03: 00PM				
Committee members & others present	Sr. No	Name of the Participants	Designation	Signature
	14.	Prof. Satanarayan Mahapatra	Chairperson	
	15.	Mrs. Nalini Mohanty	Program Director	
	16.	Dr. Sibananda Mishra	Principal	
	17.	Dr. Priyadarshini Mishra	Co-ordinator	
	18.	Mr. P. C. Sahoo	Member	
	19.	Mr. Sanjay Kumar Nayak	Member	
	20.	Mr. Bhowmick Kandpal	Member	
	21.	Ms. Kriti Boral	Member	
	22.	Mr. Manoranjan Mishra	Member	
	23.	Mr. Dibyajyoti Nayak	Member	
	24.	Ms. Auroshikha Sahu	Member	
	25.	Mr. Amulya ku Panda	Member	
26.	Mr. Manoj Kumar	Member		
Leave / Absence:	Nil			

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S. No.	AGENDA	DISCUSSION	DECISIONS/ ACTION TAKEN	RESPONSIBILITY
1.	Approval of last IQAC meeting.	The minutes of last meeting were read , discussed and approved.	The documents submitted by assigned officials are approved and instructions were passed for implementation with Immediate effect.	IQAC Coordinator to ensure the implementation
2.	Identification & categorization of driving points parameter	It was informed to all the members about the peer team report .All were advised to work upon the SWOC analysis done in each criterion and to work upon. The following points were presented: 1.To work upon organic growth 2.To work towards a Research promotion Scheme for Faculties 3.MOU with National institute 4.Policy for promoting PhD among faculty member 5.Use of Sharing Methodologies for Journal Procurement 6. Frequent meeting by Alumni (yearly one) & Alumni conference. 7. Maintenance and addendum in Strategic Plan	Preparation of all the necessary changes & looking into the financial & non financial implication and then putting it through.	1. Principal Sir 2. All the Faculties 3. IQAC Coordinator, 4. Project Director
3.	Quality Initiatives to bridge the gap between online and offline classes.	Coordinator IQAC informed all members Present about remedial classes & presentation to be conducted for the course/topics completed in digital platform for conducting the entire program. Special lectures for the completed topic	It was decided that all the topic will be taken special care of and regular remedial classes conducted for the same	1. Principal Sir 2. All the Faculties 3. IQAC Coordinator



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		can be conducted.		
4.	Approval for value added & certificate courses	The value added course & certificate courses planned for 21-22	Mr. Bhowmick Khandapal will be incharge for the conducting courses	Mr. Bhowmick Khandapal
5	Reconstitution of various committees	Committees to be reconstituted	Duty & responsibilities to be finalized & details will be shared as separate circular	Principal, IHS
6	Quality initiative for collaboration with National institutes.	Initiatives for collaborative activities to be made	The following colleges are identified can be worked upon for collaboration: 1.SVNIRTAR,olatpur 2.NILD,Kolkata 3.AIISH,Myosore 4.AYJNISHD(D), Mumbai	
7	Vote of Thanks	On behalf of the IQAC Dr. Priyadarshini Mishra coordinator conveyed vote of thanks to Chairman and all members for attending the meeting and suggestions		

Copy to:

5. All Members of IQAC
6. All Faculties
7. All Assigned official
8. Chairman IQAC


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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IHS/IQAC/06/2021

20th Nov'2021

NOTICE

A Meeting of Internal Quality Assurance Cell (IQAC) for the planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities shall be held on 20th Nov 2021(03:00 PM- 05:00 PM) at Meeting Hall, IHS, Chandaka, Bhubaneswar-751024. All the members are requested to attend the meeting .

Agenda:

1. Approval of Previous meeting Minutes
2. AQAR 20-21 submission
3. International & National Collaboration
4. IQAC Faculty & student members
5. Conduction of seminar/workshop by IQAC
6. ISAM Conference 2022
7. Inputs from student members
8. Planning for orientation program for faculty
9. Vote of Thanks

Chairman, IQAC

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INTERNAL QUALITY ASSURANCE

CELL (IQAC)

MINUTES OF THE 6th IQAC MEETING, DATED -20 th November ,2021			
VENUE: Meeting Hall, IHS, Chandaka, Bhubaneswar-751024			
Committee members & others present	Sr. No	Name of the Participants	Designation
	1.	Prof. Satanarayan Mahapatra	Chairperson
	2.	Mrs. Nalini Mohanty	Program Director
	3.	Dr. Sibananda Mishra	Principal
	4.	Dr. Priyadarshini Mishra	Co-ordinator
	5.	Mr. P. C. Sahoo	Member
	6.	Mr. Sanjay Kumar Nayak	Member
	7.	Mr. Bhowmick Kandpal	Member
	8.	Mrs. Sonal Daniel	Member
	9.	Mr. Ashok Priyadarsan	Member
	10.	Mr. Manoranjan Mishra	Member
	11.	Mr. Dibyajyoti Nayak	Member
	12.	Mr. Amulya ku Panda	Member
	13.	Mr. Manoj Kumar	Member
Leave / Absence:	One		


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S. No.	AGENDA	DISCUSSION	DECISIONS/ ACTION TAKEN	RESPONSIBILITY
1.	Approval of last IQAC meeting.	The minutes of last meeting were read , discussed and approved.	The documents submitted by assigned officials are approved and instructions were passed for implementation with Immediate effect.	IQAC Coordinator to ensure the implementation
2.	AQAR 20-21 submission	This report is a NAAC mandated one. Prompt submission of AQAR is a prerequisite for next cycle of NAAC accreditation. NAAC has introduced a new online format from 2018-19 onwards which is very much similar to NAAC SSR itself. It involves voluminous data collection including evidences and uploading. Unless an online portal is created this will not be possible. IQAC and technical team shall create an AQAR portal immediately so that data pertaining to 2020-21 are collected without any further delay. The readiness of the documentation work to be verified by the official assigned	The documents submitted by assigned Officials are approved and handed over for submission.	IQAC Coordinator to ensure the implementation
3.	National collaboration	Initiatives for collaborative activities to be made with: 1. AIISH, Mysore 2. AIIMS, Bhubaneswar 3. Aswini Hospoital ,Cuttack 4. Salus University , Pennyslvia, USA	The formal documents are ready to be send for the collaborative activity	Mrs Subhasmita Sahoo, Mrs Sonal Daniel & IQAC
4.	IQAC faculty & student member	One new faculty & student members are drafted into IQAC	1.Mrs. Sonal Daniel 2.Mr. Ashok Priyadarsan Welcomed to the committee	IQAC



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5	Conduction of seminar/workshop by IQAC	IQAC will be conducting seminars – 2 per annum.	All Faculties, Departments organizing seminars on general topics like gender sensitivity, pedagogy, and discipline etc. shall include IQAC as one of the partners. With immediate effect.	Principal & HOD of Departments
6.	ISAM international conference 2022	ISAM international conference 2022 is being organized	All the ground works done and the registration is to be initiated	Department of audiology and speech
7.	Inputs from student members	Suggested to make students more involved and focused in non academic ,extra curricular activities 1. Management should emphasize student clubs and its activities 2. Insisting student to contribute more in ideation hub and work towards collaborative activities to get their dream job 3. Suggested to make students aware of facilities available in campus and other departments	The points to be focused as per decided were to focused upon and action to be taken at the earliest	Principal ,I.H.S
8.	Planning for orientation program for faculty may be planned at the start of academic year	Planning for orientation program for faculty may be planned at the start of academic year at department level	Principal will look into the smooth conduction of orientation program for faculties	Principal ,I.H.S
9.	Vote of Thanks	On behalf of the IQAC Dr. Priyadarshini Mishra coordinator conveyed vote of thanks to Chairman and all members for attending the meeting and suggestions		



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