



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

Ref No- IHS/Pri/IQAC/44/23-24

Date- 11.09.2023

NOTICE

All the faculties of BASLP and BPT are hereby informed that “**IQAC Meeting**” is organized by Institute of Health Sciences, Bhubaneswar on 16/09/2023 at Smart classroom, Academic Block, Chandaka Campus. The attendance will be compulsory for the meeting.

Principal
Institute of Health Sciences

CC To:

- Superintendent
- Administrative Officer
- IQAC Cell
- All BASLP & BPT Faculties
- All Notice Boards



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Report on IQAC Meetings Proceedings

Date: 16/09/2023

Location: Staff Room, IHS, Chandaka Campus

1. Objectives of the Meetings The primary objectives of the IQAC meetings were to:

- Discuss strategies for quality enhancement and sustenance in academics and administration.
- Review the progress of ongoing initiatives and identify areas requiring attention.
- Plan new initiatives for the upcoming academic period.
- Ensure compliance with accreditation and regulatory requirements.

2. Participants The meetings were attended by:

- IQAC Coordinator
- NAAC Coordinator
- Faculty Members
- External Members
- Administrative Representatives

3. Agenda Items Discussed The key agenda items discussed during the meetings include:

a. Academic Excellence:

- Analysis of academic results and feedback from students and stakeholders.
- Introduction of new academic programs and courses.
- Enhancements in teaching-learning methodologies and tools, including digital initiatives.

b. Research and Innovation:

- Progress on funded research projects and publications.
- Encouraging interdisciplinary and collaborative research.
- Plans for organizing seminars, workshops, and conferences.

c. Administrative Efficiency:

- Review of administrative processes and their impact on institutional goals.
- Initiatives to improve the efficiency of services provided to students and staff.

d. Infrastructure Development:

- Review of completed and ongoing infrastructure projects.



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- Suggestions for creating a more conducive learning environment.

e. Student Support and Progression:

- Evaluation of career counseling and placement activities.
- Strategies for enhancing student engagement and skill development.

f. Community Engagement:

- Overview of extension and outreach activities conducted.
- Plans for strengthening the institution's contribution to societal development.

4. Key Decisions Taken

- Implementation of a structured mentoring program for students.
- Allocation of resources for faculty development programs.
- Initiation of a comprehensive alumni engagement plan.
- Formation of task forces for specific quality enhancement activities.

5. Action Plan The following action points were agreed upon:

- Timeline and responsibilities for each proposed initiative.
- Regular monitoring of the progress of action items.
- Mid-term reviews to ensure the timely completion of objectives.

6. Challenges Identified

- Limited resources for implementing certain initiatives.
- Need for enhanced participation from stakeholders in quality assurance processes.

7. Conclusion: The IQAC meetings successfully addressed critical issues and laid a strong foundation for future quality enhancement activities. The actionable decisions and plans discussed will be instrumental in driving the institution toward its mission of academic and administrative excellence.







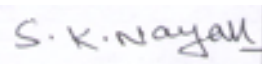
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IQAC MEETING

Name of the Members	Designation	Signature
Prof. Satyanarayan Mahapatra	Chairperson	
Dr. Bhabani Shankar Padhy	Principal, IHS	
Dr. Ramya Matreyee	Dean, Academics	Ramya Matreyee
Dr. Vivek Kumar	NAAC Coordinator	Vivek Kumar
Dr. Subhasmita Sahoo	IQAC Coordinator	
Dr. Ritu Parna Mohanty	BPT-Faculty	Ritu Parna Mohanty
Ms. Nikita Subudhi	BASLP- Faculty	
Mr. P.C. Sahoo	Member	Online Available
Dr. Srinivas Dorasala	Member	Online Available
Mr. Sanjay Kumar Nayak	Member	
Mr. Amulya Kumar Panda	Member	
Mr. Debendra Dehury	Others	



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Ref No- IHS/Pri/IQAC/45/23-24

Date- 11.03.2024

NOTICE

All the faculties of BASLP and BPT are hereby informed that “**IQAC Meeting - Seminar on Down Syndrome Day**” is organized by Institute of Health Sciences, Bhubaneswar on 15/03/2024 at Smart classroom, Academic Block, Chandaka Campus. The attendance will be compulsory for the IQAC meeting.

Principal
Institute of Health Sciences

CC To:

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IQAC Meeting - Seminar on Down Syndrome Day

Date: 15/03/24

Location: Staff Room, IHS, Chandaka Campus

Attendees:

- NAAC Coordinator
- IQAC Coordinator
- Faculty and staff Members

Agenda:

Discussion on organizing a seminar on Down Syndrome Day Collaboration with AIIMS Bhubaneswar.

Allocation of responsibilities.

Minutes:

- The agenda for the meeting, focusing on organizing a seminar on Down Syndrome Day, was discussed and agreed upon.
- It was proposed to collaborate with AIIMS Bhubaneswar for the seminar, which was unanimously approved by all members.
- The chairperson of Margdarsi Prof. Satya Mahapatra emphasized the importance of spreading awareness about Down syndrome and its challenges.

Responsibilities were allocated as follows:

- Dr. Ramya Maitreyee, Coordinator of the event- to coordinate with AIIMS Bhubaneswar for venue and logistics and to oversee the invitation process for speakers and attendees.
- Dr. Subhasmita Sahoo to host the event.
- Dr. Bhani Shankar Padhy to handle publicity and promotion of the event.
- Mr. Sanjay Kumar Nayak to manage finances and budget allocation.

The timeline for preparations was discussed, with deadlines set for various tasks to ensure timely execution.

Any other business:

It was suggested to involve local NGOs working with individuals with Down syndrome, AIIMS final year students, and AIIMS faculty members to participate in the seminar.



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Director
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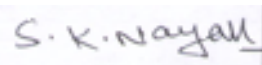
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Dr. Subhasmita Sahoo	IQAC Coordinator	
Dr. Ritu Parna Mohanty	BPT-Faculty	Ritu Parna Mohanty
Ms. Nikita Subudhi	BASLP- Faculty	
Mr. P.C. Sahoo	Member	Online Available
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Mr. Amulya Kumar Panda	Member	



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Ref No- IHS/Pri/IQAC/46/23-24

Date- 24.04.2024

NOTICE

All the faculties of BASLP and BPT are hereby informed that “**IQAC Meeting on NAAC Criteria Distribution**” is organized by Institute of Health Sciences, Bhubaneswar on 27/04/2024 at Smart classroom, Academic Block, Chandaka Campus. The attendance will be compulsory for the IQAC meeting.

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IQAC Meeting on NAAC Criteria Distribution

Date: 27/04/2024

Location: Staff Room, IHS Chandaka campus.

Attendees:

Coordinator of NAAC- Dr. Vivek Kumar

Coordinator of IQAC- Dr. Subhasmita Sahoo

Faculty Members

Staff Members

Agenda:

1. Criteria distribution for IQAC and NAAC assessment.
2. Roles and responsibilities clarification.
3. Explanation of Criteria by NAAC and IQAC coordinators as per Autonomous Guidelines.
4. Discussion on workshops, seminars, FDPs, and IPR.

Proceedings:

The meeting commenced with the Coordinator of NAAC and IQAC welcoming all attendees.

The agenda items were discussed in detail:

1. Criteria distribution for IQAC and NAAC assessment was outlined, ensuring clarity among all members.
2. Roles and responsibilities were reiterated to ensure effective implementation and coordination.
3. The NAAC and IQAC coordinators explained all the criteria to the faculties and staff members, addressing any queries or concerns.
4. The number of workshops, seminars, Faculty Development Programs (FDPs), and Intellectual Property Rights (IPR) activities to be conducted were discussed, with emphasis on their significance for accreditation purposes.
5. Open floor discussions were encouraged, allowing attendees to express their views and suggestions.
6. Action items were assigned to relevant individuals for further follow-up and implementation.

Action Items:

1. Faculties and staff members to familiarize themselves with the outlined criteria for assessment.



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2. Coordination team to finalize the schedule and topics for workshops, seminars, FDPs, and IPR activities.
3. Regular follow-up meetings to monitor progress and address any challenges encountered.

Adjournment:

The meeting concluded with a vote of thanks to all participants for their active involvement and contributions.




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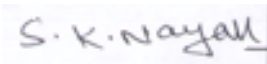
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Dr. Subhasmita Sahoo	IQAC Coordinator	
Dr. Ritu Parna Mohanty	BPT-Faculty	Ritu Parna Mohanty
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Ref No- IHS/Pri/IQAC/47/23-24

Date- 03.05.2024

NOTICE

All the faculties of BASLP and BPT are hereby informed that “**IQAC Meeting on Student Admission Protocols**” is organized by Institute of Health Sciences, Bhubaneswar on 06/05/2024 at Smart classroom, Academic Block, Chandaka Campus. The attendance will be compulsory for the IQAC meeting.

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IQAC Meeting on Student Admission Protocols

Date: 06/05/24

Location: IHS campus, Smart Classroom

Attendees: All staff members of IHS

Agenda:

- Student Admission Protocols for BASLP and BPT Courses.
- Collection of Student Data.
- Counseling Parents about Course Options.
- Encouraging Parents for Admission.
- Covering All Colleges and NEET Exam Centers.

Introduction:

The meeting commenced with a brief introduction highlighting the importance of streamlining the student admission process for BASLP and BPT courses.

- **Student Admission Protocols:**

Emphasized the need for clear admission protocols to ensure a smooth and efficient process. Discussed the establishment of clear criteria and requirements for admission eligibility. Assigned responsibilities for managing different stages of the admission process.

- **Collection of Student Data:**

Discussed methods for collecting comprehensive student data, including academic records, personal information, and preferences. Agreed upon utilizing digital platforms and forms for efficient data collection. Designated a team to oversee the data collection process and ensure its accuracy.

- **Counseling Parents about Course Options:**

Recognized the importance of providing parents with detailed information about the BASLP and BPT courses. Discussed arranging counseling sessions to address parents' queries and concerns. Agreed to prepare informative materials and presentations to assist in counseling sessions.

- **Encouraging Parents for Admission:**

Discussed strategies for motivating parents to consider enrolling their children in the institute's programs. Agreed upon highlighting the benefits and career opportunities associated with BASLP and BPT courses. Decided to implement referral programs and incentives to encourage enrollment.



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- **Covering All Colleges and NEET Exam Centers:**

Emphasized the importance of outreach to colleges and NEET exam centers to promote awareness about the institute's programs.

Agreed to organize promotional events, workshops, and seminars in collaboration with colleges and exam centers. Assigned specific staff members to coordinate outreach efforts and establish partnerships.

Action Items:

- Ms. Charanjeet Kaur, Chief Growth Officer to draft admission protocols and share them for review.
- Mr. Debendra Dehury, IT manager to create digital forms for student data collection.
- Mr. Manu Mishra, Business Development Manager to prepare informational materials for parent counseling sessions and coordinate outreach activities with colleges and NEET exam centers.

Next Meeting: The next meeting is scheduled to review progress on action items and further discuss admission strategies.




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