Date:- 01.06.2024

COLLEGE COUNCIL

College Council

... Aarihant Ayurvedic College and Attached Teaching Hospital, ...

... list of members of the College Council for June 2024 is as ...

	Name of Faculty
	Dr. Burhanne
	Dr. Santosh Onrav
	Dr. Ragesh Solav
	Dr. Sonal Lalal
	Dr. Hiren Dudhrejiya
	Dr. Abenash ...
	Dr. Yuvran...

Principal
Aarihant Ayurvedic Medical
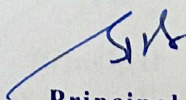**College and Research Institute**

Date – 03.06.2024

College Council

In accordance with the "Minimum Essential Standards, Assessment and Rating for Undergraduate Ayurveda Colleges and Attached Teaching Hospitals, Regulations 2024, a College Council has been established. The Council's composition and the roles and responsibilities of its members are outlined in the aforementioned regulations.

The updated list of members of the College Council for June 2024 is as follows:

Sr. No.	Designation	Name of Faculty	
1.	Chairperson	**Dr. Navin Banarase**	
2.	Members	Dr. Vaibhav Bhadane	Dr. Santosh Gurav
		Dr. V P Aralikatti	Dr. Rakesh Salve
		Dr. Avinash Wade	Dr. Sonali Ladhi
		Dr. Sameeksha Gurav	Dr. Priya Deshpande
		Dr. Kavita Ugale	Dr. Abhinav Sonawane
		Dr. Alex George	Dr. Yogeshkumar Gite
		Dr. Santosh Tale	

Principal
Aarihant Ayurvedic Medical College and Research Institute

Ref. No. Ayu/CCC/01

Date: 07.06.2024

CIRCULAR

Subject: Meeting to Discuss Inclusion of Departmental Seminars and Case Discussions in Final Year Schedule
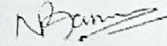
This circular is to inform all members of the College Council cell that a meeting is scheduled to discuss and deliberate on the inclusion of departmental seminars Case discussions in the academic schedule of final year students.
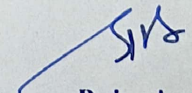
Date: 10.06.2024 **Time:** 4:00 PM **Venue:** Principal Cabin

Agenda:

- Review of Current Attendance and Discipline Policies
- Discussion on Challenges and Issues Related to Attendance and Discipline
- Discussion on Possible Solutions
- Action Plan and Implementation

All are informed to be available and see that your academic as well as hospital responsibilities are not hampered.
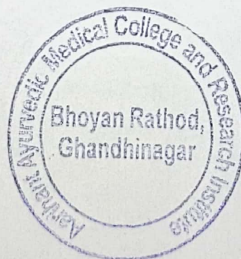
Chairman

Principal
Aarihant Ayurvedic Medical College and Research Institute

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ATTENDANCE

The following members were present for the Meeting on Enforcement of Discipline and Attendance scheduled on 06.12.2024 at 4:00 PM at Principal's Cabin.

Sr. No.	Designation	Name of Faculty	Signature
	Chairman	Dr. Navin Banarse	
	Members	Dr. Vibha Jani	
		Dr. Santosh Gurav	
		Dr. V.P.Aralikatti	
		Dr. Rakesh Salve	
		Dr. Priya Deshpande	
		Dr. Sonali Ladhi	
		Dr. Sameeksha Gurav	
		Dr. Abhinav Sonawane	
		Dr. Alex George	
		Dr. Santosh Tale	
		Dr. Yogeshkumar Gite	A
		Dr. Kavita Ugale	
		Dr. Avinash Wade	

Principal
Aarihant Ayurvedic Medical
College and Research Institute

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Minutes of Meeting

eeting to Discuss Inclusion of Departmental Seminars and Patient Case Discussions in
nal Year Schedule

ate: 10.06.2024 **Time:** 4:00 Pm **Venue:** Principal cabin

Purpose: Discuss and finalize the inclusion of departmental seminars and patient case
scussions in the final year schedule.

Decisions:

chedule:
eminars: Every Friday, 4th lecture.
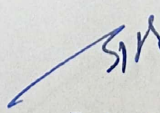ase Discussions: Every Saturday, 3rd lecture.
ormat: Department-based seminars and paired students for case discussions.
mplementation: Academic Committee to finalize schedule and guidelines.

Next Steps: Academic Committee to develop a detailed framework.

Communicate schedule and guidelines to students and faculty.

Principal
**Aarihant Ayurvedic Medical
College and Research Institute**
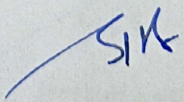
Swarrnim Startup & Innovation University
AARIHANT AYURVEDIC MEDICAL COLLEGE & RESEARCH INSTITUTE

4th BAMS DEPT SEMINAR / CASE PRESENTATION
(First Term: 15 March 2024 to 3 August 2024)

S.N.	Date	Activity	Department	Faculty	Students' Roll No
13	14/06/2024	Dept. Seminar	Shalyatantra	Dr Chirag Vaghela	25, 26
14	15/06/2024	Case Presentation	Panchakarma	Dr Hetal Mori	27, 28
15	21/06/2024	Dept. Seminar	Kayachikitsa	Dr Ruchika Chaudhari	29, 30
16	28/06/2024	Dept. Seminar	Shalakyatantra	Dr Alex George	31, 32
17	29/06/2024	Case Presentation	Shalyatantra	Dr Daivashala Modak	33, 34
18	05/07/2024	Dept. Seminar	Panchakarma	Dr Nandakishor Umale	35, 36
19	06/07/2024	Case Presentation	Kayachikitsa	Dr Binal Gondalia	37, 38
20	12/07/2024	Dept. Seminar	Shalyatantra	Dr Abhinav Sonavane	39, 40
21	19/07/2024	Dept. Seminar	Kayachikitsa	Dr Yogeshkumar Gite	41, 42
22	20/07/2024	Case Presentation	Shalakyatantra	Dr Hardik Parmar	43, 44
23	26/07/2024	Dept. Seminar	Shalakyatantra	Dr Pooja Gopalani	45, 46
24	02/08/2024	Dept. Seminar	Panchakarma	Dr Hetal Mori	47, 48
25	03/08/2024	Case Presentation	Panchakarma	Dr Santosh Tale	49, 50
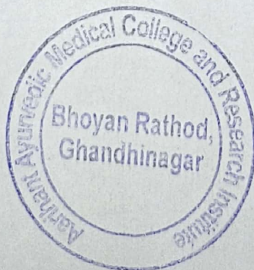
Principal
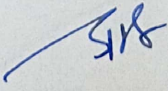Aarihant Ayurvedic Medical
College and Research Institute

Date – 02.09.2024

he updated list of members of the College Council for September 2024 is
follows:

Sr. No.	Designation	Name of Faculty	
1.	Chairperson	**Dr. Navin Banarase**	
2.	Members	Dr. Vibha Jani	Dr. Santosh Gurav
		Dr. V P Aralikatti	Dr. Rakesh Salve
		Dr. Pallavi Chougule	Dr. Sonali Ladhi
		Dr. Sameeksha Gurav	Dr. Priya Deshpande
		Dr. Kavita Ugale	Dr. Abhinav Sonawane
		Dr. Alex George	Dr. Tushar Punse
		Dr. Nandkishor Umale	

Principal
Aarihant Ayurvedic Medical
College and Research Institute

Ref. No. **Ayu/CCC/02**   **Date: 01.07.2024**

CIRCULAR

Subject: Discussion on Uploading Study Material in Digital Repository (ERP Software) for AY 2024-25

A meeting of the College Council Cell is scheduled to discuss the uploading of study material for respective subjects in the digital repository (ERP software) for the Academic Year 2024-25. All members are requested to attend this meeting to share their inputs and suggestions.

Agenda:

Understanding use ERP software

Discussion on Process of uploading study material

Discussion on Standardization of study material format

Discussion on Accessibility and usage guidelines for students

Date: 02.07.2024
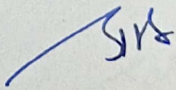
Time: 4:00 PM

Venue: Principal Cabin

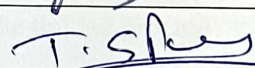Your active participation and cooperation are solicited.
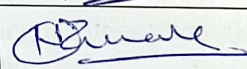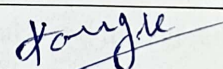
Chairman
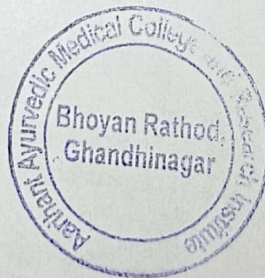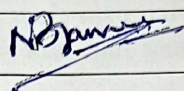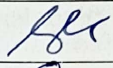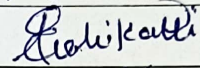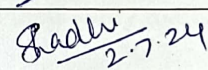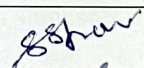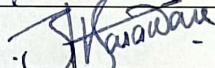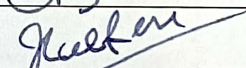
Principal
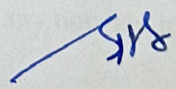**Aarihant Ayurvedic Medical College and Research Institute**

ATTENDANCE

The following members were present for the Meeting on uploading study material on ERP software scheduled on 02.07.2024 at 4:00 PM at Principal's Cabin.

Sr. No.	Designation	Name of Faculty	Signature
	Chairman	Dr. Navin Banarse	NBanu
	Members	Dr. Vibha Jani	A
		Dr. Santosh Gurav	
		Dr. V.P.Aralikatti	Aralikatti
		Dr. Rakesh Salve	
		Dr. Priya Deshpande	PD
		Dr. Sonali Ladhi	Ladhi 2.7.24
		Dr. Sameeksha Gurav	
		Dr. Abhinav Sonawane	
		Dr. Alex George	
		Dr. Tushar Punse	T.She
		Dr. Nandkishor Umale	Umale
		Dr. Kavita Ugale	
		Dr. Pallavi Choghle	A
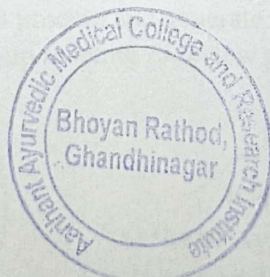
Principal
Aarihant Ayurvedic Medical College and Research Institute

Minutes of Meeting

Date: 02.07.2024 **Time:** 4:00 Pm **Venue:** Principal's cabin

1. Welcome and Introduction

- The meeting was called to order by Dr. Navin Banarse.
- The chairperson welcomed all members and outlined the purpose of the meeting, which was to discuss and deliberate on the mandatory upload of study material by all teaching faculties to the digital repository (ERP Software) for the academic year 2024-25.

2. Discussion on the Significance of Uploading Study Material

- The meeting discussed the significance of uploading study material to the ERP Software

3. Guidelines and Procedures for Uploading Study Material

- The following guidelines and procedures for uploading study material like File formats, Naming conventions, Quality assurance, Accessibility and Timeline and Deadlines were discussed and agreed upon:

- It was decided that the deadline for all teaching faculties to upload their study material for the entire academic year 2024-25 will be 30.10.2024
- A phased approach may be considered, with deadlines set for each semester or unit.

4. Addressing Potential Challenges and Technical Support

- The meeting discussed potential challenges that faculty members may face during the upload process, such as technical difficulties, lack of familiarity with the ERP software, and time constraints.
- It was decided that Dr Hetal Mori and Dr. Bonal Gondalia will provide necessary technical support and guidance to faculty members throughout the upload process.

5. Informing Teaching Faculties

- The meeting emphasized the importance of informing all teaching faculties about the mandatory upload of study material and the established guidelines.
- It was decided that a formal communication, including this circular and the agreed-upon guidelines, will be issued to all teaching faculties by [Date].

6. Closure and Next Steps

- The chairperson thanked all members for their active participation and contributions.
- The meeting was adjourned.

Next Steps:

- Issue a formal communication to all teaching faculties regarding the mandatory upload of study material, including the guidelines, timelines, and expectations.
- Monitor the upload process and generate reports on progress.
- Schedule a follow-up meeting to review progress and address any outstanding issues

Principal
Aarihant Ayurvedic Medical
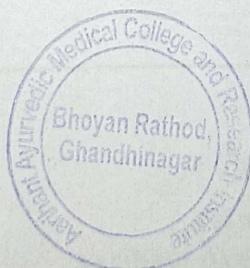**College and Research Institute**

Chairman

Qual Campus

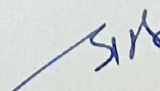# University, College & School ERP

User Manual: Digital Repository Module

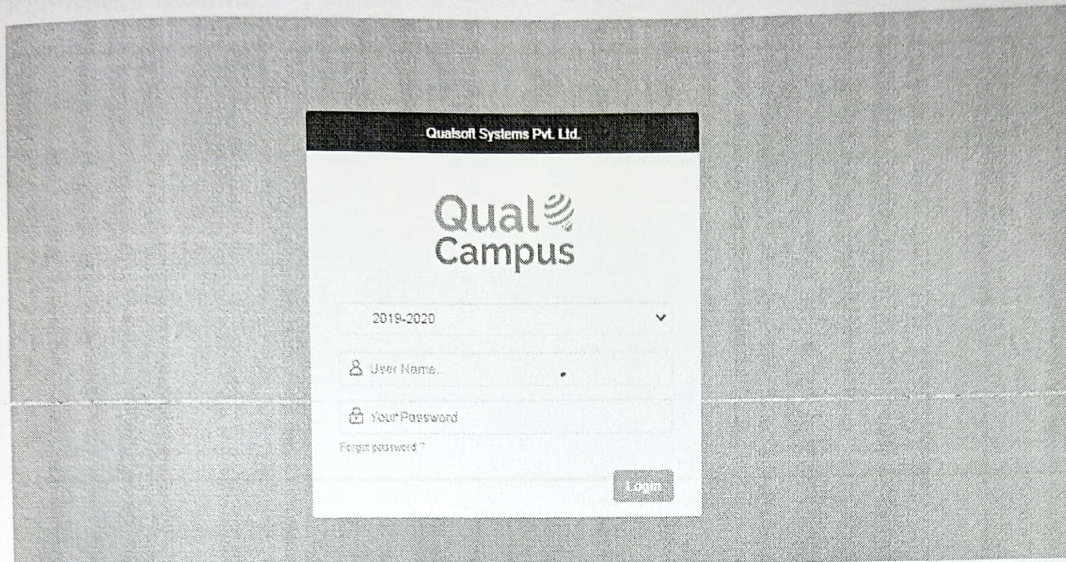Role: Admin Role

Version: 2020.1.0

Dated: 5thSept.2022

Principal
Aarihant Ayurvedic Medical
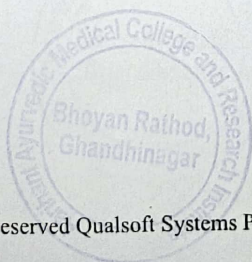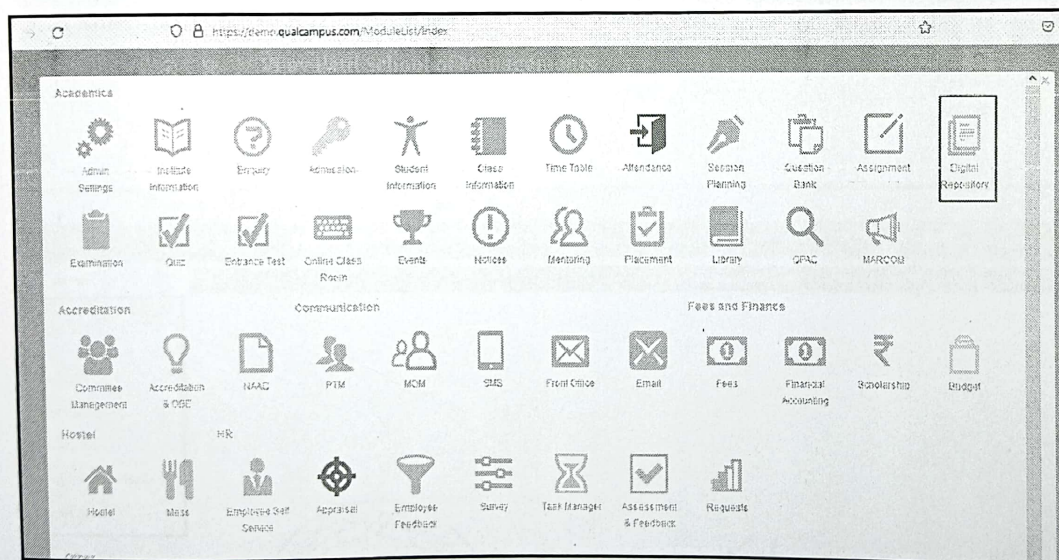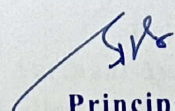College and Research Institute

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Principal
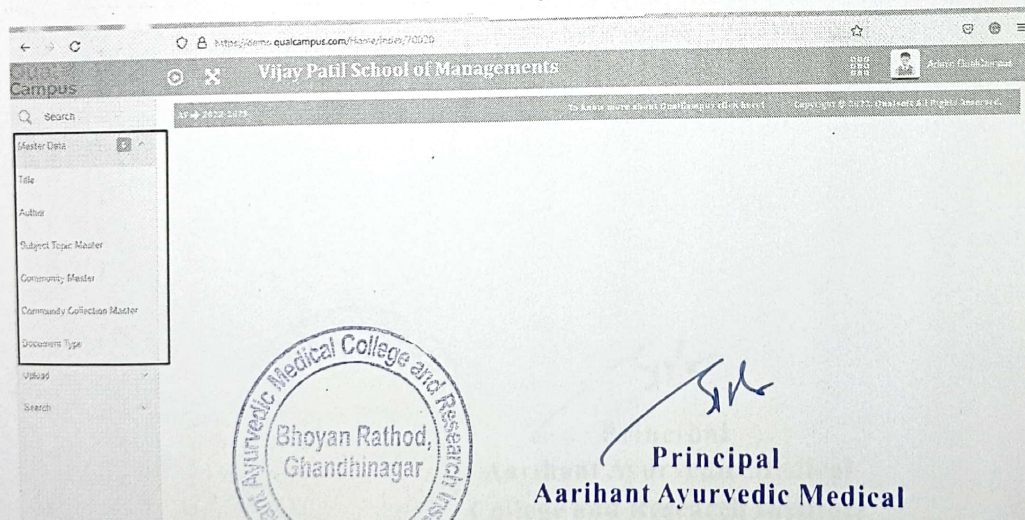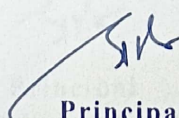**Aarihant Ayurvedic Medical**
College and Research Institute

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Click on the Digital Repository Module
On the left hand side you will find the List of Menu & Dashboard of Digital
Repository Module:
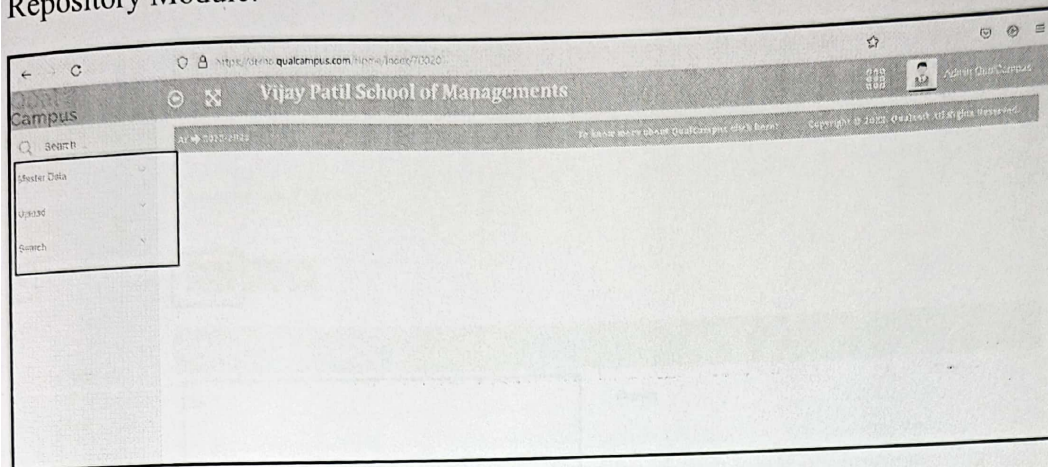
Click on Master Data in there list of sub menu:

1. Title
2. Author
3. Subject Topic Master
4. Community Master
5. Community Collection Master
6. Document Type

Principal
**Aarihant Ayurvedic Medical
College and Research Institute**

ꔚCampus

1. Title: Click on Title☐Add new☐Put Title☐Save it.

2. Author: Click on Author ☐Add New☐put Author Name ☐save it.
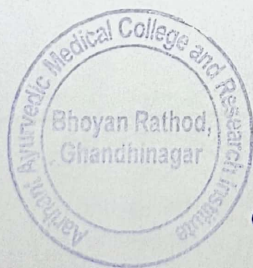
Principal
Aarihant Ayurvedic Medical
College and Research Institute

al Campus

3. Subject Topic Master: Click on Subject Topic Master☐Add New☐put Subject Name☐save it.

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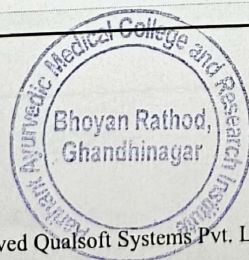
4. Community Master: Click on Community Master☐Add New☐ put Community Title☐save it.

5. Community Collection Master: Click on Community Collection Master☐Add New☐put Community & Collection Name☐save it.

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Aarihant Ayurvedic Medical
College and Research Institute

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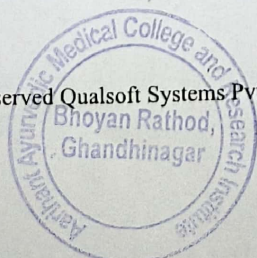☐ Upload: Click on Upload File☐Add New☐put all required information in form☐save it.

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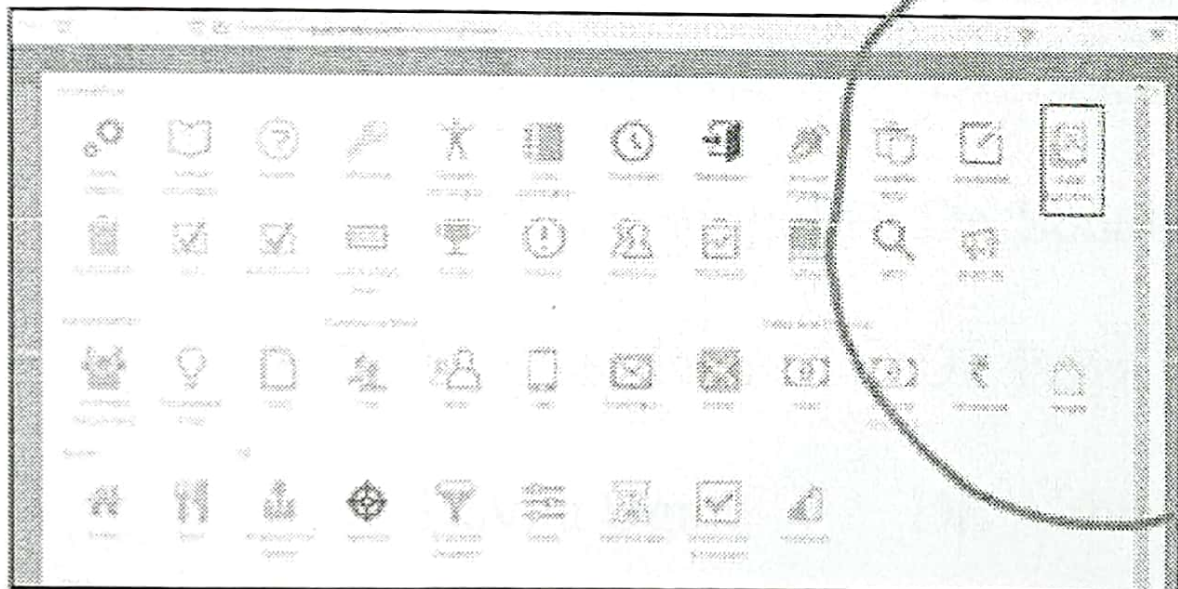
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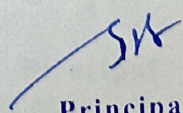

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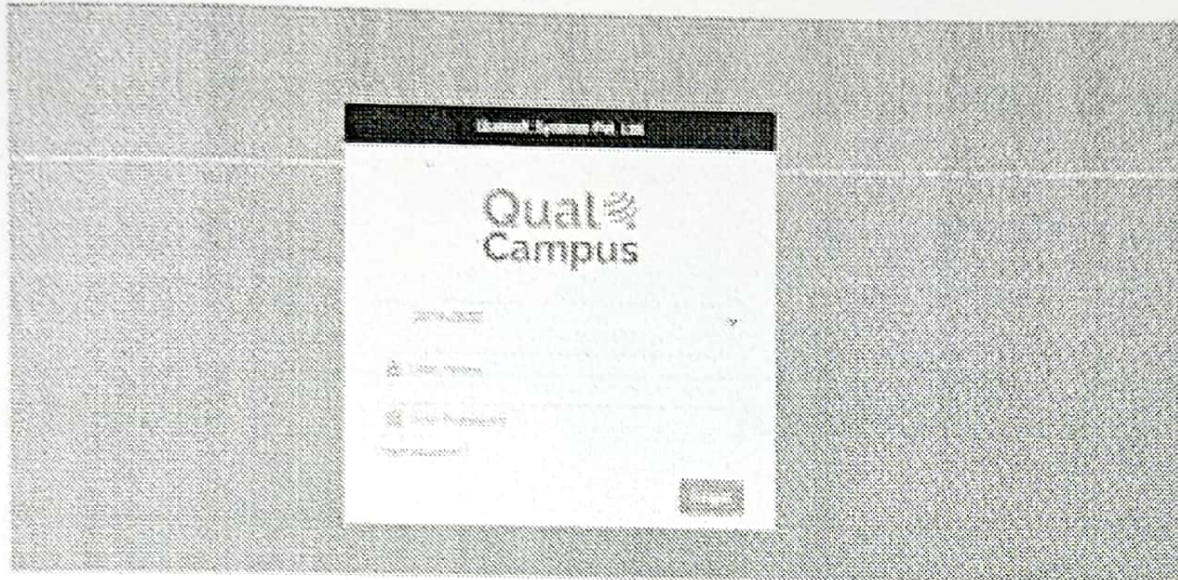
Date – 02.12.2024

College Council

In accordance with the "Minimum Essential Standards, Assessment and Rating for Undergraduate Ayurveda Colleges and Attached Teaching Hospitals, Regulations 2024, a College Council has been established. The Council's composition and the roles and responsibilities of its members are outlined in the aforementioned regulations.

The updated list of members of the College Council for December 2024 is as follows:

Sr. No.	Designation	Name of Faculty	
1.	Chairperson	**Dr. Navin Banarase**	
2.	Members	Dr. Vibha Jani	Dr. Dimple Gadhavi
		Dr. V P Aralikatti	Dr. Rakesh Salve
		Dr. Pallavi Chougule	Dr. Sonali Ladhi
		Dr. Pooja Kalane	Dr. Priya Deshpande
		Dr. Kavita Ugale	Dr. Abhinav Sonawane
		Dr. Alex George	Dr. Tushar Punse
		Dr. Nandkishor Umale	
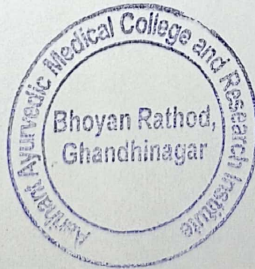
Principal
Aarihant Ayurvedic Medical College and Research Institute

Ref. No. Ayu/CCC/03

Date: 02.12.2024

CIRCULAR

Subject: Meeting on Enforcement of Discipline and Attendance

This is to inform all members of College Council that a meeting will be held to discuss and enforce discipline and improve attendance within the institution.
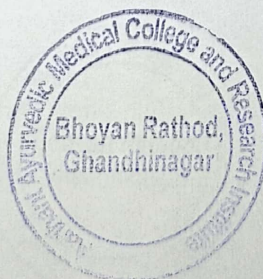
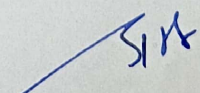Date: 06.12.2024 **Time:** 4:00 PM **Venue:** Principal Cabin

Agenda:

- Exploration of feasible modalities for incorporating these activities into the existing academic schedule.
  - o Frequency and duration of seminars and case discussions.
  - o Evaluation and assessment criteria.
  - o Faculty involvement and supervision.
  - o Resource allocation and logistical considerations.
- Development of a proposed framework for implementation.

All members are requested to attend the meeting punctually and come prepared to actively participate in the discussions.
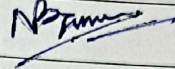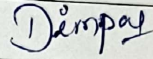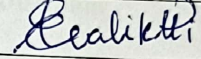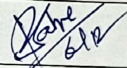
Chairman

Principal
**Aarihant Ayurvedic Medical
College and Research Institute**

ATTENDANCE

The following members were present for the Meeting on Enforcement of Discipline and Attendance scheduled on 06.12.2024 at 4:00 PM at Principal's Cabin.

Sr. No.	Designation	Name of Faculty	Signature
	Chairman	Dr. Navin Banarse	*(signature)*
	Members	Dr. Vibha Jani	A
		Dr. Dimpal Gadhavi	Dimpal
		Dr. V.P.Aralikatti	*(signature)*
		Dr. Rakesh Salve	*(signature)*
		Dr. Priya Deshpande	PD
		Dr. Sonali Ladhi	A
		Dr. Pooja Kalane	*(signature)*
		Dr. Abhinav Sonawane	*(signature)*
		Dr. Alex George	A
		Dr. Tushar Punse	*(signature)*
		Dr. Nandkishor Umale	*(signature)*
		Dr. Kavita Ugale	*(signature)*
		Dr. Pallavi Chougule	*(signature)* 06/12/24

(stamp: Aarihant Ayurvedic Medical College and Research Institute, Bhoyan Rathod, Ghandhinagar)
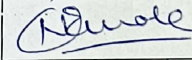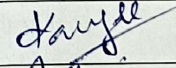
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Principal
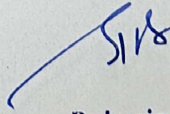**Aarihant Ayurvedic Medical**
College and Research Institute

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Minutes of Meeting

Meeting on Enforcement of Discipline and Attendance

Date: 06.12.2024 **Time:** 4:00Pm **Venue:** Principal Cabin

1. Welcome and Introduction

- The meeting was called to order by Dr. Navin Banarse.
- The chairperson welcomed all attendees and outlined the purpose of the meeting.

2. Review of Current Attendance and Discipline Policies

## 3. Discussion on Challenges and Issues Related to Attendance and Discipline

- High rates of student absenteeism
- Frequent late arrivals and early departures
- Disruptive behaviour in classrooms and common areas
- Instances of cheating, plagiarism, and other academic misconduct
- Violations of dress code and other institutional rules
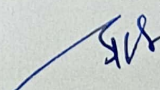- Difficulty in enforcing existing policies consistently

4. Discussion on Possible Solutions

- Implementing a ERP software for attendance tracking system
- Established clear consequences for absenteeism
- Providing rewards for good attendance and academic performance
- Planning on enhancing faculty and staff training on classroom management and conflict resolution

5. Closure and Next Steps

- The chairperson summarized the key decisions and action items.
- A follow-up meeting was scheduled to review progress and address any outstanding issues.
- The meeting was adjourned
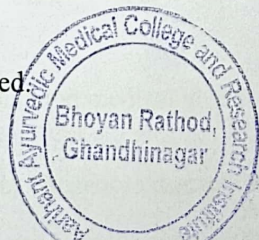
Principal
Aarihant Ayurvedic Medical
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Attendance Policy Review and Revision

1. Introduction

This document outlines the revised attendance policy for [School Name/Institution Name] effective [Date of Implementation]. This revision aims to strengthen the existing policy and ensure regular student attendance, which is crucial for academic success.

2. Attendance Tracking

- **Class Teachers:** Class teachers are responsible for daily attendance tracking in the designated ERP software.

- **Monthly Reporting:** At the end of each month, class teachers must generate and submit an Excel sheet to [Designated Department/Individual] summarizing the attendance percentage of each student in their class.

3. Monitoring and Intervention

- **Identification of Low Attendance:** Students with less than 80% attendance in a given month will be identified through the monthly attendance reports.

- **Parental Communication:**

  - Parents/Guardians of students with less than 80% attendance will be informed promptly through [Method of Communication: e.g., phone call, email, parent-teacher meeting].

  - The communication will emphasize the importance of regular attendance and discuss potential reasons for the low attendance.

  - Guidance and support will be offered to address any underlying issues.

- **Escalation of Concerns:**

  - If a student's attendance consistently falls below 80% for three consecutive months, further action will be taken.

  - This may include:

    - Meetings with parents/guardians and relevant school personnel (e.g., counselor, academic advisor).

    - Development of an attendance improvement plan.

    - Referral to relevant support services (if applicable).

    - In severe cases, disciplinary action may be taken as per the school's code of conduct.

4. Exemptions

- **Medical Absences:** Documented medical absences (e.g., doctor's note) will be excused.

- **Other Legitimate Absences:** Absences due to unforeseen circumstances (e.g., family

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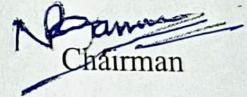emergencies, religious observances) may be excused upon submission of a valid explanation.

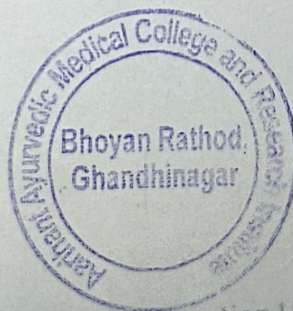- [Add any other specific exemptions applicable to your institution, e.g., school-sanctioned events]
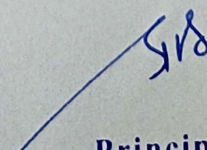
5. Communication and Awareness

- This revised attendance policy will be communicated to all students and parents/guardians through [Methods of Communication: e.g., school website, parent-teacher handbook, school newsletter].

- Regular reminders about the importance of attendance will be provided throughout the academic year.

6. Review and Updates

- This attendance policy will be reviewed and updated periodically to ensure its effectiveness and alignment with the school's overall educational goals.

Chairman

Principal
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