



College Code:- AYU0766

Himalaya Ayurvedic Medical College & Hospital

Permitted By:- (NCISM), Ministry of AYUSH, Govt. of India

Approved by : Health Department Govt. of Bihar

Affiliated to - Aryabhatta Knowledge University | Bihar University of Health Sciences

Chiksi, Paliganj (SH-69), Patna, Bihar-801110

✉ himalayaayurvedicmch@gmail.com 🌐 www.hamch.in,

☎ 9031052021 (Hospital), 9031052028 (College), 6287090206(Office),6287090205(Office)

Ref. HAMCH/164-3/24

Date 25/06/2024

OFFICE ORDER

No. HAMCH/2025/SSC/01

Date: 25/06/2024

Subject: Constitution of the Student Support and Career Guidance Cell

In accordance with the Minimum Standards Regulations 2024 issued by the National Commission for Indian System of Medicine (NCISM), the Himalaya Ayurvedic Medical College and Hospital hereby constitutes the **Student Support and Career Guidance Cell** to support and encourage students in their academic, social, emotional, personal, and career development, including placement opportunities.

Composition of the Cell:

1. **Convener:**

- Dr. (Prof.) Pratima Shukla, Principal

2. **Members:**

- Dr. (Prof.) Ujwala Hake, Professor (Rog Nidanavum Vikrti Vigyan)
- Dr. Vivek Kumar Patel, Associate Professor (Dravyaguna Vigyan)
- Dr. Ajayghosh P, Assistant Professor (Ras Shastra & Bhaisajya Kalpna)
- Mangalam Kumar, Student Representative – 2024-25
- Neha Singh, Student Representative – 2024-25
- Manoj Kumar Sinha, Parent-Teacher Association Representative
- Bhola Nath Jha, Parent-Teacher Association Representative

3. Counsellor:

- A part-time counsellor shall be appointed for addressing social and emotional issues faced by the students.

Functions of the Cell:

1. To support and encourage students in their academic, social, emotional, personal, career development, and placements.
2. To identify opportunities for higher education and employment and provide guidance to students accordingly.

Infrastructure:

The cell shall function in the designated space as per the standards provided in Schedule III of the MSR 2024.

This order is issued with immediate effect. The convener is requested to organize the first meeting of the cell and submit an action plan within one week.

By Order of the Principal

Dr. (Prof.) Pratima Shukla

Principal

Himalaya Ayurvedic Medical College and Hospital

PRINCIPAL/MEDICAL SUPERINTENDENT

HIMALAYA AYURVEDIC MEDICAL COLLEGE

& HOSPITAL

CHIKSI, Paliganj, Patna (Bihar)

Dr. Pratima Shukla

Principal

Dr. Pratima Shukla

BTL



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Ref. HAMCH/164-3/24

Date 25/06/2024

Minutes of the First Meeting Student Support and Career Guidance Cell

Date: 25/06/2024

Time: 03:00 P.M

Venue: Student Support and Career Guidance Cell Meeting Room, Himalaya Ayurvedic Medical College and Hospital

Agenda:

1. Introduction and Objectives of the Cell
2. Appointment of Members and Confirmation of Roles
3. Discussion on Key Functions and Responsibilities
4. Action Plan for the Upcoming Semester
5. Miscellaneous Discussions

Members Present:

- Dr. (Prof.) Pratima Shukla, Professor
- Dr. Vivek Kumar Patel, Associate Professor (Dravyaguna Vigyan)
- Dr. Ajayghosh P, Assistant Professor (Ras Shastra & Bhaisajya Kalpna)
- Mangalam Kumar, Student Representative – 2024-25
- Neha Singh, Student Representative – 2024-25
- Manoj Kumar Sinha, Parent-Teacher Association Representative
- Bhol Nath Jha, Parent-Teacher Association Representative

Proceedings:

1. Welcome Address:

The Convener, Dr. (Prof.) Pratima Shukla, welcomed all members and explained the purpose of the meeting. The convener emphasized the importance of the cell in supporting students' overall development and aligning its operations with the guidelines issued by NCISM.

2. Introduction of Members:

Each member introduced themselves, and their roles and responsibilities were confirmed as per the composition outlined in the office order dated 18/07/2024.

3. Key Functions and Objectives:

The key functions of the cell were discussed and finalized:

- Support students in academic, social, emotional, personal, and career development.
- Identify opportunities for higher education and placements and provide guidance to students.
- Facilitate counselling for students facing social or emotional issues.

4. Appointment of Counsellor:

The appointment of Ms. Sweety Kumari, part-time counsellor, was formally approved. The counsellor provided an overview of the planned strategies for counselling students.

5. Action Plan:

The cell deliberated on an action plan for the upcoming semester, which includes:

- Organizing workshops on career guidance and placement opportunities.
- Conducting individual counselling sessions.
- Arranging sessions with experts on higher education options.
- Preparing a feedback mechanism to understand student needs.

6. Infrastructure and Resources:

The designated area for the cell was reviewed, and it was decided that basic resources would be arranged to ensure effective functioning.

7. Miscellaneous Discussions:

- Suggestions from the members were noted for inclusion in future plans.
- A tentative schedule for the next meeting was discussed.

Resolutions Passed:

1. The roles and responsibilities of the members were confirmed.
2. The key functions of the cell were approved.
3. The action plan for the upcoming semester was adopted.
4. The counsellor's appointment was endorsed.

Vote of Thanks:

The meeting concluded with a vote of thanks by the Convener, Dr. (Prof.) Pratima Shukla, expressing gratitude to all members for their active participation.

Next Meeting:

The next meeting is scheduled for 29/11/2024.

Recorded by:

Dr. Ajayghosh P
(Assistant Professor)

Approved by:

Dr. (Prof.) Pratima Shukla

Convener, Student Support and Career Guidance Cell
Himalaya Ayurvedic Medical College and Hospital

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& HOSPITAL

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Manoj Kumar Singh
BY *[Handwritten signature]*