



SRI BALAJI VIDYAPEETH

[Deemed to be University]



ADMINISTRATIVE POLICY STATEMENT AND SBV POLICY ON SALUTOGENESIS IMPLEMENTATION AND SBV STANDARD OPERATING PROCEDURE FOR SALUTOGENESIS (2018/SBV POL./SALUT./002)



Constituent Colleges: Mahatma Gandhi Medical College and Research Institute / Indira Gandhi Institute of Dental Sciences / Kasturba Gandhi Nursing College / Shri Sathya Sai Medical College and Research Institute.

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STANDARD OPERATING PROCEDURE (SOP) FOR SALUTOGENESIS

PREAMBLE

The word salutogenesis was coined by the medical sociologist Aaron Antonovsky to denote wellness. The word "salutogenesis" arises from the Latin term *salus* denoting health and the Greek word *genesis*, synonymous with origin. Antonovsky elaborated upon the term from his elegant studies that were aimed at the ability of people to combat stress and stay well, unlike pathogenesis which lays emphasis on the etiology or causes of diseases.

The idea of promulgation and implementation of Salutogenesis, with Yoga practice at the centre was long contemplated upon for the larger benefit of Students of Sri Balaji Vidyapeeth (SBV). The Government of India, through the Ministry of AYUSH has been also strongly propagating the integration of Yoga in the Health professional education and consequently Sri Balaji Vidyapeeth, a Health Sciences deemed-to-be University in South India has taken the lead in this direction in enabling the integration of ancient healing wisdom with modern and evidence based scientific medicine. However, the main objective of moulding the holistic, all round development of the students receives greater emphasis. Furthermore, SBV boasts of functionally active and vibrant Centre for Music Therapy Education and Research, besides Centre for Yoga Therapy Education and Research.

COMPOSITION OF THE SALUTOGENESIS COMMITTEE AT THE LEVEL OF THE CONSTITUTENT COLLEGES

1. Vice Principal (Student Affairs) - **Chairperson**
2. Deputy Director, CYTER.
3. Two Designated Faculty (One Lecturer/ Assistant Professor and one Reader/ Associate Professor. Reader/ Associate Professor would function as **Member Secretary**.)
4. Student Volunteers from each batch of course (Four)

Quorum would be four (4) members

AT SBV LEVEL, THE SALUTOGENESIS COMMITTEE WILL COMPRISE OF

1. Vice Chancellor, SBV - **Chairperson**
2. Director, CYTER - Member
3. Registrar, SBV - Member
4. Vice Principal (Students) MGMCRI - Member Secretary
5. General Manager (Administration), SBV - Member

6. Deputy Registrars from Main Campus, off-campus, IGIDS and KGNC -- Members
7. Two Professors (One each from main campus and Off-campus)---Members

Quorum would be six (6) members

TENURE: Other than ex-officio: One year (For constituent college) and two years (at SBV level)

POWERS AND FUNCTIONS OF THE SALUTOGENESIS COMMITTEE:

The Committee essentially denotes a body comprising of a group of persons recognized and registered by the Committee for the purpose of control and supervision for implementation of Yoga as a part of Salutogenesis among the Students of SBV. The primary duty of the committee is to work towards the achievement of the objectives, as outlined above. The salutogenesis committee would review and suggest all possible and required modalities including modifications/ amendments for appropriately upholding Salutogenesis. The Committee has to ensure compliance with all regulatory requirements, rules and guidelines in vogue and which could change from time to time.

LOGISTICS:

- A member of salutogenesis committee can be replaced in the event of an eventuality or long-term-non-availability or for any action not commensurate with the responsibilities as laid down in the guidelines and hence deemed unfit to continue as a member.
- A member can tender resignation from the Committee by citing bonafide reasons
- Conflict of interest should be declared by the members of the committee
- The committee is endowed with the responsibility and authority of framing and amending a SOP in support of its working requirements and abide by it in all of the meetings.
- Each constituent college should have its own committee to function under the established SOP, drafted by the SBV Salutogenesis Committee.

CONDUCT OF BUSINESS

The Chairperson will conduct all meetings of the Salutogenesis Committee. If for reasons beyond control, the Chair Person not available an alternate Chair Person will be elected from the members by the members present, who will conduct the meeting. The members Secretary is responsible for organizing the meeting, maintaining of records and communicating with all concerned. He/She will prepare the minutes of the

meetings and get it approved by the Chair Person and get it circulated to all the concerned Stakeholders with the approval of the appropriate authority.

SALUTOGENESIS QUORUM REQUIREMENTS

A minimum of 4 members is necessary to denote quorum. All decisions should be taken in meetings and not by circulation of individual decisions of any salutogenesis committee member, unless the situation is deemed as extraordinary.

PARTICIPATION OF STUDENTS

The faculty members in the committee at each of the constituent college must ensure students participation from their college as per schedule approved by Dean/Principal of the college in concurrence with the Director, CYTER/CMTER.

CREDIT SYSTEM FOR ATTENDANCE

Students attending a specific number of sessions will be certified with credit points accruing, as per norms of the SBV. Minimum 80% of attendance is a must for Credit Points Certificate, which in turn will ensure a higher grade of Conduct-cum-Character Certification and holistic development of SBV students for the Society at large.

REVIEW PROCEDURES

- The meetings of salutogenesis committee should be held on notified dates at Scheduled intervals, as prescribed in the concerned SOP and additional meetings may be held if there are reasons to expedite a review.
- Decisions will be taken by consensus following discussions. Points turned down on valid reasons should also be recorded in the minutes. In case, consensus is not arrived at, the case should be referred to the Office of the Registrar who in turn would take up the matter with the Salutogenesis Committee at the level of the deemed University.
- The decisions will be duly minuted and Chairperson's approval will be obtained in written, with the signatures of the all the members present duly affixed.

DECISION MAKING

- Members will discuss the various issues before arriving at consensus decision.

- Decisions will be made only in meetings where quorum is complete
- Only members can make the decisions. The experts/special invitees called from time to time will only offer their opinions.

COMMUNICATING THE DECISION

- Decision will be communicated by the member secretary in writing
- Suggestions for modifications, if any, should be sent by the Salutogenesis Committee.

FOLLOW-UP PROCEDURE

- Report of implementation of ongoing process of Salutogenesis of each constituent college should be submitted at prescribed intervals by the member secretary
- Annual report should be submitted to the Office of The Registrar following completion of each Academic Year, by 31st August with a copy marked to the Dean concerned and Director of CYTER/CMTER, by the member secretary

RECORD KEEPING AND ACHIEVING

- Minutes of all meetings duly signed by the Chairperson and the members.
- Copy of all relevant national and international guidelines on Salutogenesis – Yoga and Music
- Guidelines from AYUSH Ministry
- Annual and Periodical Reports etc
- Any other relevant documents

REPORTING TO THE OFFICE OF THE REGISTRAR

The salutogenesis committee is required to send a copy of the minutes of the meetings to the Registry SBV, along with a copy submitted to the Hon'ble Vice Chancellor and the Hon'ble Chancellor, through GM (Administration), within three working days, following the conduct of the meetings

FEES PAYABLE TO SBV

A Registration Fee of Rs.200/- and an annual fee of Rs.600/- at the rate of Rs. 50/- per month is to be paid by each student.

ALL COMMUNICATIONS MUST BE ADDRESSED TO

Member Secretary, Salutogenesis Committee of Sri Balaji Vidyapeeth, Deemed to be University, MGMCRI Campus, Pillaiyarkuppam, Puducherry-607402

APPELLATE AUTHORITY: As per the existing norms of SBV and in compliance with the powers and functions vested with the functionaries.

SRI BALAJI VIDYAPEETH
(Deemed to be University u/s 3 of UGC Act 1956)
Accredited by NAAC with 'A' Grade

ADMINISTRATIVE POLICY STATEMENT

Policy Title: "Salutogenesis Implementation"

SBV Unique Number: _2018/SBV POL./SALUT./002 **Unique Functional Area:**
STUDENT SUPPORT

Brief Description

With the Aim of providing holistic development of personality of the students of Sri Balaji Vidyapeeth (SBV) and also keeping in view the promulgation and implementation of salutogenesis with Yoga and Music Practice embedded with the main curriculum, as a co-curricular activity, this administrative policy of Implementation of Salutogenesis identifies the target population and the responsibilities of the staff of SBV so as to ensure the successful establishment of the program. The Honorable Prime Minister of India, Shri Narendra Modi ji and the Government of India, through the Ministry of AYUSH are strongly advocating the integration of Yoga with the Academic curriculum. Among the health Sciences deemed to be Universities in South India, Sri Balaji Vidyapeeth has been in the forefront with respect to the integration of ancient healing and holistic development of the students' personality in the frontier of Health Care professions.

Applicability

- All University Employees
- Faculty
- Students (MBBS, BDS, B.Sc. Nursing, AHS, etc.)

Aim of implementation of the Policy

- The Government of India through the Ministry of AYUSH is strongly propagating the integration of Yoga in the Health Professions Education and Sri Balaji Vidyapeeth (SBV), a deemed-to-be University in South India has been in the forefront of this integration.
- To promulgate Salutogenesis among Students of SBV.
- To promulgate Salutogenesis among Faculty & Staff of SBV.
- To implement the Holistic building up of Students character and personality and maintenance of Salutogenesis among Students, Faculty and Staff of SBV.

Introduction

As per the directives of Respected Vice Chancellor, Prof. Subhash Chandra Parija, a Steering Committee for Salutogenesis was initially formed under the Chairmanship of Prof. Partha Nandi, Vice Principal (Students Affairs) of MGMCRI, consisting of the following members -

1. Prof. Partha Nandi, Vice Principal (Students Affairs)
2. Prof. Anbalagan J , Principle in-charge, AHS
3. Prof. Ananda Balayogi Bhavanani, Director, CYTER
4. Dr. Uma. A.N, Vice Principal, AHS
5. Prof.V.N.Mahalakshmi, Vice Principal (Curriculum), MGMCRI

Resultant to the discussions that had sprung forth from the meeting held on 30.01.2018, it has been finalized to implement Yoga as a co-curricular program of MBBS and other courses offered by SBV. A Policy Statement and Standard Operating Procedure (SOP) for implementation of the Salutogenesis program and functioning of the Committee has been prepared by Prof. A. R. Srinivasan (Registrar), SBV, and Prof. Partha Nandi, Vice Principal (Students Affairs of MGMCRI, SBV) with the appropriate augmentation and advice coming from Mrs. Asha Suresh Babu (GM Admin) and Mr.

Ralph Alexander Matthews (Legal Officer and Head (HR)), under the guidance of the Hon'ble Vice -Chancellor of SBV, Prof. S. C. Parija.

In order to monitor the functioning of the Salutogenesis program, a Standard Operating Procedure will be prepared and Salutogenesis Committees for each of the constituent colleges of Sri Balaji Vidyapeeth will be constituted, which will report to the Salutogenesis Committee constituted at the SBV level to coordinate and fine tune the functioning of all the Committees. The Salutogenesis Committees of the Constituent Colleges will report to the SBV Committee for approval and guidance each quarter.

Policy Statement

- The primary beneficiary of this programme will be the students of SBV and to make the implementation of the Salutogenesis program successful, the Centre For Yoga Therapy Education and Research (CYTER), SBV and the Salutogenesis Committee of each constituent College have been given the due responsibility to ensure the success of the program.
- Faculty and Staff of all the Colleges and SBV can also be part of Salutogenesis program and benefit from the same on voluntary basis, but sessions will be held separately and not linked with students.
- Students and Faculty will have to possess and carry their own and unique yoga mat and accessories for the sessions.
- Yoga sessions will be strictly as per schedule prepared by the Salutogenesis Committee and vetted by the Deans/Principals of the respective colleges with the approval of the Hon'ble Vice Chancellor, SBV.

- A credit certificate will be issued to each candidate on successful completion of yoga sessions following Final Professional University Examinations. However, not obtaining the credit certificate will not affect the students clearing the professional University Examinations.
- The Criteria and Credit Points of participation will be issued by CYTER following completion of requisite training.
- The students will be given one credit for every 30 hours of practical training at the end of each academic year.
- The students must essentially possess 80% attendance in yoga sessions to be eligible for the Credit Certificate.
- Candidates having credit certification for Yoga/Salutogenesis will be eligible for excellent testimonial in the form of character and conduct certificate at the end of their course of study.
- Students with physical disability/challenge (temporary or permanent) will be considered for exclusion from the program if requested by them, subject to the production of appropriate proof of disability. However the said students must attend the Pranayama sessions.
- During University Examinations yoga training classes will be conducted at the requests of the students.

Definitions:

Salutogenesis:

Salutogenesis is a term coined by Aaron Antonovsky, a sociologist. The term describes an approach focusing on factors that support human health and well being, rather

than on factors that cause disease (Pathogenesis). More specifically, the "Salutogenic Model" is concerned with the relationship among health, stress and coping.

Certificate of Participation

Certificate of participation may be issued by CYTER following completion of requisite training.

One credit will be given for every 30 hours of training, at the end of the course of study akin to the pattern as in CBCS and UGC norms.

Remuneration for the Yoga Instructor

Remuneration for the Yoga Instructor will be as per the Deemed University norms deemed fit for employees on Regularized pay (Permanent Instructor /Staff).

Keywords

Salutogenesis, Yoga, Credit Certificate

Related Policies, Procedures, Forms, Guidelines and Other Resources

Yoga Instructor

- At present, there are only two part time instructors in the department of CYTER. As per the request from the Director of CYTER, the post of Part time instructor may be regularized with appropriate remuneration, in the form of salary, which will be considered. As the implementation of Yoga among all the students of SBV is an extensive program and a full time job demanding substantial physical and mental inputs, the posting of a full time instructor is automatically justified.

- It has been agreed on principle to incorporate the requisite job profile for Instructors and also fix the salary as per norms. The Instructor of CYTER will visit SSSMCRI, a constituent college of SBV, on a regular basis and train Yoga Instructors from SSSMCRI to continue the Yoga sessions among the students of SSSMCRI also.

Amendments:

The Committee can recommend any required future changes for the functioning of the Salutogenesis Committee and the same will be considered by the Administration for inclusion in the Administrative Policy Statement.

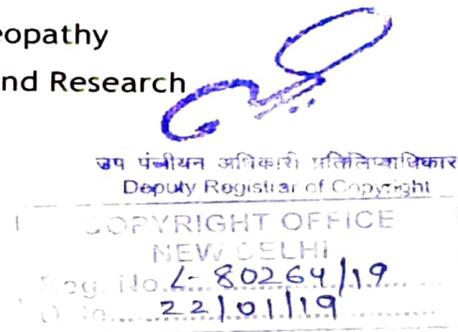
Abbreviations

AYUSH: Ayurveda Yoga, Unani Siddha & Homeopathy

CYTER: Centre for Yoga Therapy, Education and Research

CBCS: Choice Based Credit System

SBV: Sri Balaji Vidyapeeth



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