# ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING MINUTES

DATE: 21stjuly 2023

VENUE: SEMINAR HALL

Time: 1400-1600 hrs.

The Faculty Meeting held at 2 pm in seminar hall. In the presence of Prof (Mrs.) Charlotte Randive off. PrincipalACN.

- 1. Course Appraisal
- B.Sc.(N) 4th Year
- B.Sc. (N) 3<sup>rd</sup>Year
- B.Sc.(N) SEM-IV
- B.Sc.(N) SEM-II
- 2. Discipline Issues: Current issues (If any), actions taken on Previous Issues
- 3. Update On Result Of University Exam SEM -2.
- 4. Update on University Theory & Practical Exam.
- 5. Internal Assessment Update: SEM 1.sem 3, reappear & Neha Debanath
- 6. Documentation: Lab registers Maintenance, Updated Procedures checklist lab feedback form, Boards, Class registers & ASTB.
- 7. AAC
- 8. Summer Vacation Update: Faculty
- 9. OAT
- 10. Update on academic planning
- 11. Appraisal on Special Assignment.
- \* IOAC CO-ORDINATOR
- \*Academic
- \*Alumini
- \* CNE: MHN&CHN
- \*Research & Publications
- \*Guidance &Counselling
- \*Examination; date sheet &reappear
- \*Faculty
- \*SNA
- \*Cultural
- \*Hobby club

- \*TNAI
- \*Transport: Teacher/Trip schedule
- \*Sports
- \*Infrastructure
- \*Recording & Reporting
- \*Editorial & Website
- \*NSS/RRC: inspection
- \*NCC
- \*Red Cross
- \*Buddy program
- \*Health

Any other issue with the permission of chairperson.

-No	POINTS	ACTION	INFO
1.	Discipline Issue= Nisha Rai Bsc (n)4 <sup>th</sup> year	*She is suspended from 1 <sup>st</sup> July 2023 till Dec 2023 and her name is struck off from all the registers till date. She had put the request to join college but director sir had assured to hold her application.	All Faculty Members
2.	SEM 2 Practical exam nursing foundation	*No update of Nursing foundation practical exam.  * Ms Priya Sharma (Associate Professor) will be the internal examiner.	All Faculty Members
3.	Internal Assessment: SEM 1,SEM 3, Reappear &Neha Debanath	All the assessments are update &locked.	All Faculty Members
4.	Documentation: Lab registers Maintenance, Updated Procedures Checklist lab feedback form, Boards, Class registers &ASTB	*The inventory list will be maintained as previous till the board will decide about the missing articles.  * All the procedures check list are updated.  *The feedback form of lab is under process.	All Faculty Members
5.	The Punctuality is the Utmost Imp in case any Faculty Punch at 7:30 am they will not go to hostel and also not leave college in between the classes.	It is under process.	All Faculty Members
6.	Piping ceremony	*Completed for all batches on 29 <sup>th</sup> july.	All Faculty Members
7.	AAC	*It was on 14 <sup>th</sup> June 2023.	All Faculty Members
8.	Summer Vacation Update: Faculty	*The list is updated in the group.	All Faculty Members
9.	OAT	*The counselling is on 27 <sup>th</sup> &28 <sup>th</sup> July 2023. *130 students will enrol till 24 <sup>th</sup> July 2023.	All Faculty Members

S.NO	POINTS	ACTION	INFO
12.	COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  (a)Theory hours  Midwifery=45/59  CHN=97/100  Management=93/100(b)  Clinical hours  229/229(Midwifery)  163/163 (CHN)		All Faculty Members
	(a)PTM (b) Mentorship (c) Community posting (d)BLS,PDP (e)Workshop (tentative plan) (f)Second Term Exam (g) Vacation	<ul> <li>(a) In September</li> <li>(b) In July</li> <li>(c) 28<sup>th</sup> august onwards</li> <li>(d) 21<sup>st</sup> 22<sup>nd</sup> &amp;23<sup>rd</sup> august 2023.</li> <li>(e) 21<sup>st</sup> July 2023</li> <li>(f) 12<sup>th</sup> june-17<sup>th</sup> June 2023</li> <li>(g) 28<sup>th</sup> oct 2023.</li> </ul>	
13.	2. BSc (N) 3rd Year (a)Theory hours MSN=96/120 CHN=84/190 MHN=93/90 Research=50/45 OBG=28/45 Library=47/50 Co-Curricular= 36/50 (b)Clinical Hours CHN=270 (213 max &50 min) MHN=270 (227max &36 min) MSN=270 (213 max& 86 min) OBG=180 (217 max&50 min (a) ASHA School Visits (b)PTM (c) Mentorship (d) old age home visit	(a) 26 <sup>th</sup> August 2023 the posting will complete. (b) In sep (c) In July (d) It is planned in august 2023.	All Faculty Members
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	POINTS	ACTION	
L4.	Bsc (n) Second Year Sem-4	ACTION	INFO
	(a) <b>Theory hours</b> Pharmacology = 16/60 Pathology & genetics = 10/20	77 S	
	AHN 2= 34/140 Professional =12/20 Co-curricular/library=0/40		- 555
	(b) Clinical hours 0/480		All Faculty Members
	Skill lab=8/40	-	
	(a)Mentorship (b) Session exam (c)Skill Lab	<ul><li>(a) In July</li><li>(b) 21aug 2023 onwards</li><li>(c) Skill lab will be taken by the teachers who had completed their units and Re demo can be taken by subject teachers.</li></ul>	
5.	Bsc (n) First Year Sem 2		
	(a)Theory hours HNIT=11/40 Biochemistry=19/40 Nutrition=0 /60 FON (Theory) =47/120 FON (SL) =13/120 Library/Co-Curricular=1/60 b)Clinical hours =0/	•	All Faculty Members
	a)Mentorship b) Session exam	(a)In July (b)21aug 2023 onwards	

.NO	POINTS	ACTION	INFO
		Appraisal On Special Assignments	
16.	Faculty Ms Harpreet Kaur (CI)	.*It has been Observed that Faculty not turning Off the Electricity when not in use the Instructions had been given for following the rules.	All Faculty Members
17.	IQAC Prof (Mrs.) Charlotte Randive (Off Principal) &Ms Riya (CI)	*AQAR -1 is completed. *All the activities will be planned accordingly and committee list will be revised.	All Faculty Members
18	Academic Mrs. Priya Sharma(Asso.Prof)	Course Curriculum is Updated and no change in academic plan.	All Faculty Members
19.	CNE Mrs. Khushnaseeb (Asso.Prof)	Nursing foundation CNE is on 29 <sup>th</sup> July 2023.	All Faculty Members
20.	Editorial Ms.Sofyia (CI)	*All the Reports & Records are Updated of this Month.  *The magazine work is under process. The editorial committee will plan for magazine	All faculty members
21.	Recording &reporting Ms.Nitika (CI)	*All the notice boards will be updated with current records 7 remove the old notifications.	All faculty members
22.	Sports Ms. Harjot(CI)	Sports day was celebrated and report is submitted.	All faculty members
23.	TNAI Mrs. Khushnaseeb (Asso.Prof)	No update	All faculty members
24.	NCC Ms. Kalindi (CI)	*Ms Kalindi Saran had gone to Gwalior for ANO training.  *She will come on 12 <sup>th</sup> august 2023.	All faculty members
25.	Red Cross Ms. Ritu (CI)	*Blood donation camp was organized by red cross on 14 <sup>th</sup> June 2023at Military Hospital JRC the 06 students of Bsc (n) SEM 1 and Mrs Lakhwinder donated the blood.  *The Poster competition & role play was organized at MH on 26nd June 2023 on International day against Drug Abuse.	All faculty members
26.	NSS &Red Ribbon Club Ms. Riya (CI)	*SEM 2 &SEM 4 had enrolled under National service scheme &Red Ribbon Club.  * The appreciation certificate will be given to participant who will participate in the events organize by NSS &Red Ribbon Club. The format for it is under process.  *Advocy meeting will be organizing by college as informed by additional secretary NSS Jalandhar.  Blood donation camp was organized by red cross on 14 <sup>th</sup> June 2023at military hospital JRC.  *The Poster competition & role play was organized June 2023.	All faculty members

S.NO	POINTS	ACTION	INFO
27.	Alumni Ms.Apsra (CI)	The logo competition will be organized for Alumni in first week of August.	All faculty members
28.	Buddy Programme Ms. Ritu (CI)	The symposium on Effect of Drug abuse & Misuse was organised at MP hall on 27 <sup>th</sup> June 2023 at Ashoka multipurpose hall by the students of ACN	All faculty members
29.	Guidance &counselling Prof (Mrs.) Charlotte Randive (Off Principal)	Ms Deepti (Psychologist) is unwell not able to held counselling in the College. She will join for sessions very soon as her Health is Improving day by day.	All faculty members
30	Examination Ms.Amanjeet (CI)	*The ERP work will be Completed by Exam Cell In charge.  *The SOP of exam cell will be revised.	All faculty members
31.	Cultural Ms.pooja (CI)	*No update	All faculty members
32.	Health Ms.Lakhwinder (Lab.Tech)	*The medical of SEM 2,SEM 4 is completed and 3 <sup>rd</sup> year and 4 <sup>th</sup> year are pending.  * The students do not want to pay for chickenpox vaccination.  *Sick leave for annual batch is 10 and for semester are 5.	All faculty members
33.	SNA Ms.priyanka (AP)	*The tree plantation was on 8 <sup>th</sup> July 2023 the first tree was planted by Prof (Mrs) charlotte Raindive (Off Principal) and Col H.S. Phagura (Registrar ACN) and remaining saplings were planted by the students.  *The walkathon was organized by MH JRC on the occasion of World Environmental day the students of ACN had participated. The walkathone was start from India gate square to Vajra nature park  * The ACN raising day will be on 1 <sup>st</sup> Aug 2023.  *The planning for flag hosting on 15 <sup>th</sup> august 2023.	All faculty members

S.NO	POINTS	ACTION	INFO
34.	Hobby Club Ms.Pooja (CI)	*The yoga week was from 15hjune-22 <sup>nd</sup> June 2023 and the yoga was also done on 9 <sup>th</sup> ,17 <sup>th</sup> ,22 <sup>nd</sup> &23 <sup>rd</sup> July by the students of ACN	All faculty members
35	Transport Ms.Parneet (CI)	The Faculty will follow Bus and Faculty Rotation Plan while going for their clinical duties with Students.	All faculty members
36	Infrastructure Ms.Kalindi (CI)	No update	All faculty members
37	Research Mrs. Priya Sharma(Asso.Prof)	The faculty update about their publications timely.  Ms Priya Sharma (Associate Professor) had published 6 Researches & other 5 research were Published from Each Department	All faculty members

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FACULTY INCHARGE

MS Harpreet Kaur Clinical Instructor CHAIR PERSON
Prof (Mrs.) Charlotte Raindive
off Principal

#### ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING MINUTES

DATE: 25th AUGUST 2023

Time: 1200-100 hrs.

VENUE: SEMINAR HALL

The Faculty Meeting held at Seminar hall at 12; 00 noon. In the presence of Prof (Mrs.) Charlotte Randive Off. Principal ACN.

- 1. Course Appraisal
- B.Sc.(N) 4th Year
- B.Sc. (N) 3<sup>rd</sup>Year
- B.Sc.(N) SEM-IV
- B.Sc.(N) SEM-II
- 2. Discipline Issues: Current issues (If any), actions taken on Previous Issues
- 3. Update On commencement of SEM 1 2023-2024.
- 4. Educational Trip
- 5. Geriatric visit Bsc (n) Third Year
- 6. Documentation: Lab registers Maintenance, Updated Procedures checklist lab feedback form, Boards, Class registers.
- 7. Appraisal on Special Assignment.
- \* IQAC CO-ORDINATOR
- \*Academic
- \*Alumini
- \* CNE: MHN&CHN
- \*Research & Publications
- \*Guidance &Counselling
- \*Examination; date sheet &reappear
- \*Faculty
- \*SNA
- \*Cultural
- \*Hobby club

- \*TNAI
- \*Transport: Teacher/Trip schedule
- \*Sports
- \*Infrastructure
- \*Recording & Reporting
- \*Editorial & Website
- \*NSS/RRC
- \*NCC
- \*Red Cross
- \*Buddy programme
  - \*Health

Any other issue with the permission of chairperson.

S.No	POINTS	ACTION	INFO
1.	Feedback forms Of Labs by students.	Nursing foundation & AHN feedback forms are pending.	All Faculty Members
2.	Lab Registers	The inventory list will be maintained according to old list and new list will be updated after the condemnation process. All the concern faculty to complete the task by 30 <sup>th</sup> sep 2023.	All Faculty Members
3.	Punctuality :Teachers     This is to be done to reduce the rats in the hostel.	<ul> <li>The Punctuality is the Utmost Imp in case any Faculty Punch at 7:30 am they will not go to hostel and also not leave college in between the classes. If no one follows the rules door of hostel side will be locked and teachers will commute from main gate.</li> <li>No one will take food from mess and eat outside the mess.</li> <li>No one will feed food to animals.</li> <li>Turn off the light and fan when not in use.</li> </ul>	All Faculty Members

S.NO	POINTS	ACTION	INFO
4	COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  a)Theory hours  Midwifery=45/59  CHN=97/100  Management=93/100(b)  Clinical hours  229/229(Midwifery)  163/163 (CHN )  (a) BLS  (b) Mentorship  (c) Community posting  (d) Research	(a) 16-18 AUG completed. (b) 6 <sup>th</sup> SEP 2023 (c) 28 <sup>th</sup> AUG 2023 (d) Under process	All Faculty Members
5.	2. BSc (N) 3rd Year (a)Theory hours  MSN=96/120 CHN=89/190 MHN=105/90 Research=50/45 OBG=28/45 Library=47/50 Co-Curricular= 36/50 (b)Clinical Hours CHN=270 (231max &184min) MHN=270(242max &195 min) MSN=270 (286max& 213 min) OBG=180 (180max&572min		All Faculty Members
	<ul><li>(a) ASHA School Visits</li><li>(b) PTM</li><li>(c) Mentorship</li><li>(d) old age home visit</li><li>(e)Pre Univ Exam</li></ul>	<ul> <li>(a) It is Completed 26 Aug 2023.</li> <li>(b) It will be 6 Sep 2023.</li> <li>(c) It will be on 26<sup>th</sup> Sep 2023.</li> <li>(d) It is planned in August 2023 in heavenly palace but they will charge some money so it is pending.</li> <li>(e) It is planned in Oct 2023.</li> </ul>	
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Bsc (n) Second Year Sem-4 (a) Theory hours		
Pharmacology = 33/60 Pathology &genetics =20/23 AHN 2= 117/140 Professional =19/20 Co-curricular/library=25/40 Soft skill= 20/20 (b) Clinical hours 162/480 Skill lab=28/40 (a)Mentorship (b) Session exam (c)Skill Lab  (d) AHN practical (e) PTM	<ul> <li>(a) It will be on 26<sup>th</sup> Sep 2023.</li> <li>(b) It will be in 2<sup>nd</sup> -8<sup>th</sup> Oct 2023.</li> <li>(c) Skill lab will be taken by the teachers who had completed their units and Re demo can be taken by subject teachers.</li> <li>(d) 28<sup>th</sup> Aug first batch &amp;4<sup>th</sup> Sep 2023 Sec batch.</li> <li>(e) For first term exam it will be on 6 Sep 2023.</li> </ul>	All Faculty Members
Bsc (n) First Year SEM 2  (a) Theory hours  HNIT (T) =15/40  HNIT(SL) =25/40  Biochemistry=30/40  Nutrition=66/60  FON (Theory) =118/120  FON (SL) =42/120  Library/Co-Curricular=16/60  (b) clinical = 0  (a) Mentorship (b) Session exam	(a)It will be on 26 <sup>th</sup> Sep 2023. (b)It will be in 2 <sup>nd</sup> -8 <sup>th</sup> Oct 2023. (c) For first term exam it will be on	All Faculty Members
	Pathology &genetics =20/23 AHN 2= 117/140 Professional =19/20 Co-curricular/library=25/40 Soft skill= 20/20 (b) Clinical hours 162 /480 Skill lab=28/40 (a)Mentorship (b) Session exam (c)Skill Lab  (d) AHN practical (e) PTM  Bsc (n) First Year SEM 2 (a)Theory hours HNIT (T) =15/40 HNIT(SL) =25/40 Biochemistry=30/40 Nutrition=66 /60 FON (Theory) =118/120 FON (SL) =42/120 Library/Co-Curricular=16/60 (b) clinical = 0  (a)Mentorship	Pathology & genetics = 20/23 AHN 2= 117/140 Professional = 19/20 Co-curricular/library=25/40 Soft skill = 20/20 (b) Clinical hours 162 /480 Skill lab=28/40 (a)Mentorship (b) Session exam (c) Skill Lab  (a) It will be on 26 <sup>th</sup> Sep 2023. (b) It will be in 2 <sup>nd</sup> -8 <sup>th</sup> Oct 2023. (c) Skill lab will be taken by the teachers who had completed their units and Re demo can be taken by subject teachers. (d) 28 <sup>th</sup> Aug first batch &4 <sup>th</sup> Sep 2023 Sec batch. (e) PTM  (e) PTM  (e) For first Year SEM 2 (a) Theory hours HNIT (T) = 15/40 HNIT(SL) = 25/40 Biochemistry=30/40 Nutrition=66 /60 FON (Theory) = 118/120 FON (SL) = 42/120 Library/Co-Curricular=16/60 (b) clinical = 0  (a) Mentorship (b) Session exam (a) It will be on 26 <sup>th</sup> Sep 2023. (b) It will be in 2 <sup>nd</sup> -8 <sup>th</sup> Oct 2023.

S.NO	POINTS	ACTION	INFO
		Appraisal On Special Assignments	
8.	Faculty Ms Harpreet Kaur (CI)	.*It has been Observed that Faculty not turning Off the Electricity when not in use the Instructions had been given for following the rules.	All Faculty Members
9.	IQAC Prof (Mrs.) Charlotte Randive (Off Principal) &Ms Riya (CI)	*AQAR -1 is completed.  *All the activities will be planned accordingly and committee list will be revised after 25 <sup>th</sup> aug 2023.  *AQAR-II (2021-22)will start after the last is finalized for the approvers /coders.	All Faculty Members
10.	Academic Mrs. Priya Sharma(Asso.Prof)	Course Curriculum is Updated	All Faculty Members
11.	CNE Mrs. Khushnaseeb (Asso.Prof)	<ul> <li>The New cycle of CNE will be start department wise from 9<sup>th</sup> Sep 2023.</li> <li>CHN CNE may post pone</li> </ul>	All Faculty Members
12.	Editorial Ms.Sofyia (CI)	*All the Reports & Records are Updated of this Month.  *The magazine work is under process. The Editorial committee will plan which for magazine for the year 2022-23.	All faculty members
13	Recording &reporting Ms.Nitika (CI)	*All the notice boards are updated with current records & all old are removed.	All faculty members
14	Sports Ms. Harjot(CI)	Sports day was celebrated and report is submitted. No new sports activity took place.	All faculty members
15	TNAI Mrs. Khushnaseeb (Asso.Prof)	<ul> <li>The forms of fourth year students for TNAI card will be filled.</li> <li>There is a mistake of SNA card of 6 students of SEM 2 it's resolved now the card will be received in 3 working days.</li> </ul>	All faculty members
16	NCC Ms. Kalindi (CI)	<ul> <li>Ms Kalindi Saran had joined on 12<sup>th</sup> August 2023.</li> <li>The NCC camp is on 28<sup>th</sup> Oct 2023.</li> </ul>	All faculty members
17	Youth Red Cross Ms. Ritu (CI)	The MOU received from Chandigarh further procedure is initiated.	All faculty members
18	NSS &Red Ribbon Club Ms. Riya (CI)	The fund of RCC is received and NSS fund is pending. Activities for the same will be planned.	All faculty members

S.NO	POINTS	ACTION	INFO
19	Alumni Ms.Apsra (CI)	<ul> <li>The list of Alumni of last year passed out is updated.</li> <li>The finalisation of logo is under process.</li> </ul>	All faculty members
20	Buddy Programme Ms. Ritu (CI)	No update	All faculty members
21	Guidance &counselling Prof (Mrs.) Charlotte Randive (Off Principal)	Counselling and treatment for Ms Riya fourth year and Ms Anik 3 <sup>rd</sup> year is in progress.	All faculty members
22	Examination Ms.Amanjeet (CI)	<ul> <li>The ERP work will be Completed by Exam Cell In charge.</li> <li>The SOP of exam cell will be revised.</li> </ul>	All faculty members
23	Cultural Ms.pooja (CI)	No update	All faculty members
24	Health Ms.Lakhwinder (Lab.Tech)	<ul> <li>Chicken pox vaccine dose will be given to students who are interested with a payment.</li> <li>SEM 2 will pay the money of first dose on 28<sup>th</sup> Aug 2023.</li> </ul>	All faculty members
25	SNA Ms.priyanka (AP)	<ul> <li>The teacher's day will be celebrated on 5<sup>th</sup> Sep 2023.</li> <li>The nutrition week will be celebrated on 9<sup>th</sup> Sep 2023.</li> <li>The world Heart day is on 29<sup>th</sup> Sep 2023. The students organized a medical check up camp at Mini India gate Jalandhar Cantt and also there is a quiz competition at MH JRC where the students won prizes for their excellent participation.</li> <li>Biennial conference is on 3<sup>rd</sup> Oct 2023.</li> <li>The SNA diary will be updated till 30<sup>th</sup> Sep 2023.</li> <li>The EB meeting will be planned in Sep 2023.</li> </ul>	All faculty members

S.NO	POINTS	ACTION	INFO
26	Hobby Club Ms.Pooja (CI)	<ul> <li>The students want to give focus on shooting practice they send an anonyms letter regarding this in suggestion box.</li> <li>The shooting practice was already planned on 24<sup>th</sup> Aug 2023.</li> <li>NCC will organize the activity regularly.</li> </ul>	All faculty members
27	Transport Ms.Parneet (CI)	<ul> <li>The Faculty will follow Bus and Faculty Rotation Plan while going for their clinical duties with Students.</li> <li>The schedule will pal according to 80 M, 80 E, 80 N and 10 KK vihar.</li> </ul>	All faculty members
28	Infrastructure Ms.Kalindi (CI)	Ms kalindi has expressed the need for A/C in the Nursing Foundation lab to which i t was informed that the college renovation for a increase of seat in Bsc will happen soon in which the up gradation can be planned in phased manner.	All faculty members
29	Research Mrs. Priya Sharma(Asso.Prof)	Ms Priya requested to update about their publications timely.	All faculty members

Marpreet KAUL FACULTY INCHARGE

MS Harpreet Kaur Clinical Instructor CHAIR PERSON
Prof (Mrs.) Charlotte Raindive
off Principal

# ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING MINUTES

**DATE: 5th OCTOBER 2023** 

Time: 0300-0400 hrs.

**VENUE: CONFERENCE HALL** 

The Meeting held at Conference hall at 3:00 Pm in the presence of Prof (Mrs.) VadivukkarasiR, Principal ACN. The teachers had given their introduction and explain about their specific responsibilities. The Coordinators briefly explained about their course curriculum.

S.NO	Points	Action	Info
1.	Bsc(n) Fourth Year	Course curriculum     was briefly     explained.	Dr (Prof) Priya Sharma (co coordinator)
2.	Bsc(n) Third Year	Course curriculum was explained5%of clinical hrs is pending.	Ms Amanjeet Kaur (CI) Coordinator
3.	Bsc (n) SEM 1	Course curriculum     was briefly     explained.	Ms Harpreet Kaur (CI) Coordinator
4.	Bsc (n) SEM 2	Course curriculum     was briefly     explained.	Ms Ishu (AP)
5.	Schedule for meetings.	<ul> <li>Coordinators, HODs and faculty meeting will be planned every month.</li> </ul>	Prof (Mrs.) Vadivukkarasi R (PRINCIPAL)
6.	Publication	The teachers were encouraged to do more publications.	Prof (Mrs.) Vadivukkarasi R (PRINCIPAL)
7.	SNA	The ceremonies likewise talent hunt & fresher's party will be organized by SNA in near future.	MS Priyanka (AP) SNA Advisor
8.	The teachers was	Same schedule will	All Fa

v	having problem with the timing from clinical of 2pm.	be followed.	Members
9.	Miscellaneous	<ul> <li>Faculty will sit according to their department while proceeding for meetings.</li> </ul>	Prof (Mrs.) Vadivukkarasi R (PRINCIPAL)

Prof (Mrs.) Vadivukkarasi P CHAIRPERSON Morpheet

MS Harpreet Kaur (CI) Faculty Incharge

# ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING MINUTES

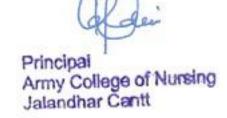
DATE: 7 NOV 2023 Time: 0800-1000 AM

**VENUE: SEMINAR HALL** 

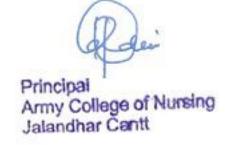
The Faculty Meeting held at 8am in seminar hall. In the presence of Prof (Mrs.) Vadivukkarasi R, Principal ACN.

S.NO	POINTS	ACTION	INFO
1.	COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  (a)Theory hours  225/225  Clinical hours  315/375  Intership  1152 Completed  Educational trip  Revision  Prapratory leaves  Exam  The resrach publication should be done timely  The internal assessment should be uploaded before roll no.  Farewell can be planned on 28 <sup>th</sup> dec  Momento can be given to the students.  SNA will spend money for farewell.  Placement in first week of dec.  17 student in rajiv Gandhi,32 in sir ganga dhar and dolly donot want to get replacement.	<ul> <li>Mentally challenged ,Pingla Ghar</li> <li>5 dec</li> <li>11 dec</li> <li>19 dec</li> </ul>	All Faculty Members
2.	2. BSc (N) 3rd Year  (a) Theory hours  Completed (b) Clinical Hours  Completed • Revision completed • Self study on 4 <sup>th</sup> dec • PTM done • Pre final done	GI.	All Faculty Members

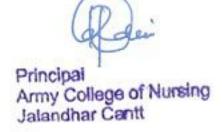
S.NO	POINTS	ACTION	INFO
3.	Bsc (n) Second Year Sem-4		
	(a)Theory hours		
	Completed		
	(b) Clinical hours		
	Completed		
	Khushnaseeb mam will be clinical		
	incharge.		All Faculty
	Exam in jan		Members
	Revision should be plan		
	Next year planning after exam		
	Vacation after final practical exam		
4.	Bsc (n) First Year Sem 2		
	(a)Theory hours		All Faculty
	Sl pending=36 hrs for NF		Members
	(b)Clinical hours = 348/320		
	* 15dec HNIT INT exam		
	* 12 dec self study		
	* 5dec educational visit		
	*plan for revision		
	*mentorship done		
5.	Bsc (n) First Year Sem 1		
	Comm. Eng=38/40		
	Ant/phy=101/120 Socio=43/60		All Equilty
	Pshy=28/60		All Faculty Members
	Nf=100/120		Members
	NI=100/120   SI=		
	Lib/cocurr=65/80		
	• Pshy ext pending		
	OSCE planned		
	Check list sem 1 done		
	Check list sell I dolle		



S.NO	POINTS	ACTION	INFO		
	Appraisal On Special Assignments				
6.	Faculty Ms Harpreet Kaur (CI)	<ul><li>Work load of faculty</li><li>HOD plan ERP work</li></ul>	All Faculty Members		
7.	IQAC Prof (Mrs.) Charlotte Randive	Plan for next uploads.	All Faculty Members		
8	Academic Mrs. Priya Sharma(Asso.Prof)	Course Curriculum is Updated and no change in academic plan.	All Faculty Members		
9.	CNE Mrs. Khushnaseeb (Asso.Prof)	An international conference on the topic "Building Competencies & Skills for Global Career in Nursing" was org by Queens University, Belfast School of Nursing & Midwifery, UK and AIIMS, New Delhi on 24 Nov 2023. Besides the undersigned, the same was also attended by the Prof (Mrs) Charlotte Ranadive, Vice Principal and Prof (Dr) Priya Sharma, Professor.	All Faculty Members		
10.	Editorial Ms.Sofyia (CI)	Update the calendar & magazine work.	All faculty members		
11.	Sports Ms. Harjot(CI)	Planned for daily sports & update about weekly sports.	All faculty members		
12.	TNAI Mrs. Khushnaseeb (Asso.Prof)	<ul> <li>Sem 1 fees submitted</li> <li>Fourth year forms completed</li> </ul>	All faculty members		
13.	NCC Ms. Kalindi (CI)	<ul> <li>ATC camp on 28-8 nov</li> <li>Sec sem form completed</li> <li>160 students enrolled 1 pending.</li> </ul>	All faculty members		
14.	Red Cross Ms. Ritu (CI)	No update	All faculty members		
15.	NSS &Red Ribbon Club Ms. Riya (CI)	Funds will be spending for AIDS day on celebration in MH.	All faculty members		



S.NO	POINTS	ACTION	INFO
16.	Alumni Ms.Apsra (CI)	No update	All faculty members
17.	Buddy Programme Ms. Ritu (CI)	<ul><li>All events completed</li><li>Substance abuse event will be celebrated in DEC.</li></ul>	All faculty members
18.	Guidance &counselling Prof (Mrs.) Charlotte Randive (Off Principal)	3 students are in concern. Riya ,anik & vinay.	All faculty members
19	Examination Ms.Amanjeet (CI)	<ul><li>Update data acc to information</li><li>Sem 1.sem 3 result pending</li></ul>	All faculty members
20	Cultural Ms.pooja (CI)	The Students Nurses Association of college org and celebrated birth anniversary of first Sikh guru, Sri Guru Nanak Dev Ji in the college on 25 Nov 2023 (photographs att as Appx 'X'). Further, in view of the forthcoming annual examinations, a "Sarv Dharam Prarthana Sabha was also org to incl "Sukhmani Sahib Path", "Ganesh Vandna", a "Dua" and a "Prayer"	All faculty members
21	Health Ms.Lakhwinder (Lab.Tech)	<ul> <li>Phone should be aloowed if students going in sick report</li> <li>Health incharge will be Ms riya with Ms lakwinder.</li> </ul>	All faculty members
22	SNA Ms.priyanka (AP)	<ul> <li>* SNA calendar updated.</li> <li>50% Sna fund will be used in fresher and farewell.</li> <li>Oath taking ceremony for SNA body.</li> <li>College anthem should be planned.</li> </ul>	All faculty members



S.NO	POINTS	ACTION	INFO
23.	Hobby Club Ms.Pooja (CI)	*yoga day is celebrated.  * plan for self-defence classes and shooting practice.	All faculty members
24	Research Mrs. Priya Sharma(Asso.Prof)	Faculty advised to do more publications.	All faculty members

Marpreet Kaul

FACULTY INCHARGE Ms Harpreet Kaur CLINICAL INSTRUCTOR Principal Army College of Nursing Julandhar Contl

CHAIRPERSON Dr.Vadivukkarasi P PRINCIPAL

# ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING MINUTES

DATE: 2 DEC2023 Time: 0800-1000 AM

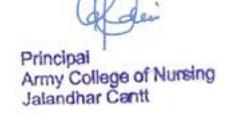
**VENUE: SEMINAR HALL** 

The Faculty Meeting held at 8am in seminar hall. In the presence of

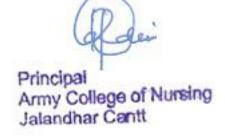
Prof (Mrs.) Vadivukkarasi R, Principal ACN.

S.NO	POINTS	ACTION	INFO
1.	COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  (a)Theory hours 225/225 Clinical hours 315/375 Intership 1152 Completed  Educational trip Revision Prapratory leaves Exam The resrach publication should be done timely  The internal assessment should be uploaded before roll no. Farewell can be planned on 28 <sup>th</sup> dec Momento can be given to the students. SNA will spend money for farewell. Placement in first week of dec. 17 student in rajiv Gandhi,32 in sir ganga dhar and dolly donot want to get replacement.	<ul> <li>Mentally challenged ,Pingla Ghar</li> <li>5 dec</li> <li>11 dec</li> <li>19 dec</li> </ul>	All Faculty Members
2.	2. BSc (N) 3rd Year  (a) Theory hours  Completed (b) Clinical Hours  Completed • Revision completed • Self study on 4 <sup>th</sup> dec • PTM done • Pre final done		All Faculty Members

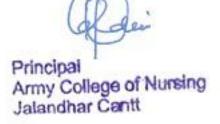
S.NO	POINTS	ACTION	INFO
3.	Bsc (n) Second Year Sem-4		
	(a)Theory hours		
	Completed		
	(b) Clinical hours		
	Completed		
	<ul> <li>Khushnaseeb mam will be clinical</li> </ul>		
	incharge.		All Faculty
	Exam in jan		Members
	Revision should be plan		
	<ul> <li>Next year planning after exam</li> </ul>		
	Vacation after final practical exam		
4.	Bsc (n) First Year Sem 2		
	(a)Theory hours		All Faculty
	SI pending=36 hrs for NF		Members
	(b)Clinical hours = 348/320		
	* 15dec HNIT INT exam		
	* 12 dec self study		
	* 5dec educational visit		
	*plan for revision		
	*mentorship done		
5.	Bsc (n) First Year Sem 1		
	Comm. Eng=38/40		
	Ant/phy=101/120		A 11 75 1.
	Socio=43/60		All Faculty
	Pshy=28/60		Members
	Nf=100/120		
	Sl=   Lib/cocurr=65/80		
	Pshy ext pending     OSCE planned		
	<ul><li>OSCE planned</li><li>Check list sem 1 done</li></ul>		
	• Check list sein 1 done		



S.NO	POINTS	ACTION	INFO	
	Appraisal On Special Assignments			
6.	Faculty Ms Harpreet Kaur (CI)	<ul><li>Work load of faculty</li><li>HOD plan ERP work</li></ul>	All Faculty Members	
7.	IQAC Prof (Mrs.) Charlotte Randive	Plan for next uploads.	All Faculty Members	
8	Academic Mrs. Priya Sharma(Asso.Prof)	Course Curriculum is Updated and no change in academic plan.	All Faculty Members	
9.	CNE Mrs. Khushnaseeb (Asso.Prof)	.plan for new cycle.	All Faculty Members	
10.	Editorial Ms.Sofyia (CI)	Update the calendar & magazine work.	All faculty members	
11.	Sports Ms. Harjot(CI)	Planned for daily sports & update about weekly sports.	All faculty members	
12.	TNAI Mrs. Khushnaseeb (Asso.Prof)	<ul> <li>Sem 1 fees submitted</li> <li>Fourth year forms completed</li> </ul>	All faculty members	
13.	NCC Ms. Kalindi (CI)	<ul> <li>ATC camp on 28-8 nov</li> <li>Sec sem form completed</li> <li>160 students enrolled 1 pending.</li> </ul>	All faculty members	
14.	Red Cross Ms. Ritu (CI)	No update	All faculty members	
15.	NSS &Red Ribbon Club Ms. Riya (CI)	Funds will be spending for AIDS day on celebration in MH.	All faculty members	



S.NO	POINTS	ACTION	INFO
16.	Alumni	No update	All faculty
	Ms.Apsra (CI)		members
17.	Buddy Programme	All events completed	All faculty
	Ms. Ritu (CI)	• Substance abuse event will be celebrated in DEC.	members
18.	Guidance &counselling	3 students are in concern. Riya ,anik & vinay.	All faculty members
	Prof (Mrs.)		memoers
	Charlotte Randive (Off Principal)		
19	Examination	Update data acc to information	All faculty
	Ms.Amanjeet (CI)	• Sem 1.sem 3 result pending	members
20	Cultural Ms.pooja (CI)	Pulsatio in march	All faculty members
21	Health Ms.Lakhwinder (Lab.Tech)	<ul> <li>Phone should be allowed if students going in sick report</li> <li>Health incharge will be Ms riya with Ms lakwinder.</li> </ul>	All faculty members
22	SNA Ms.priyanka (AP)	<ul> <li>* SNA calendar updated.</li> <li>50% Sna fund will be used in fresher and farewell.</li> <li>Oath taking ceremony for SNA body.</li> <li>College anthem should be planned.</li> </ul>	All faculty members



S.NO	POINTS	ACTION	INFO
23.	Hobby Club Ms.Pooja (CI)	*yoga day is celebrated.  * plan for self defence classes and shooting practice.	All faculty members
24	Research Mrs. Priya Sharma(Asso.Prof)	Start doing publication.	All faculty members

Marpreet Kaul

FACULTY INCHARGE Ms Harpreet Kaur CLINICAL INSTRUCTOR Principal Army College of Nursing Jalandhar Contl

CHAIRPERSON Dr.Vadivukkarasi P PRINCIPAL

## ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING AGENDA POINTS

DATE: 27<sup>th JAN</sup> 20234 Time: 1100-1200 hrs.

**VENUE: CONFERENCE HALL** 

The Faculty Meeting held at 8am in seminar hall. In the presence of Prof (Mrs.) Vadivukkarasi R, Principal ACN.

- 1. Course Appraisal
- B.Sc.(N) 4<sup>th</sup> Year
- B.Sc.(N) SEM-IV
- B.Sc.(N) SEM-II
- B.Sc.(N) SEM-I
- 2. Work Load of faculty
- 3. Update on check list
- 4. Procedure Manual
- 5. Departmental calendar & Planning
- 6. Magazine work
- 7. Planning for next session
- 8. Appraisal on Special Assignment

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\*Academic

\*Alumini

\* CNE

\*Research & Publications

\*Guidance &Counselling

\*Examination

\*Faculty

\*NCC

\*SNA

\*Cultural

\*TNAI

\*Transport

\*Sports

\*Red Cross

\*Hobby club

\*Editorial &Website

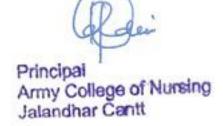
\*NSS/RRC: inspection

\* Discipline

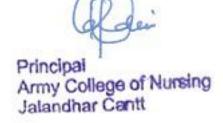
\*Buddy programme

Any other issue with the permission of chairperson.

Points	Action	Info
COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  (a)Theory hours  CHN=90/95/15  OBG=45/48/21  NSG MGT=90/97/11  RESAR=45/45=13  Clinical hours it starts from 8feb24.		All faculty members
Bsc (n) third Year Sem-5  (a) Theory hours  PEADS =60/0=0  PEADS SL=40/40=0  MHN=60/60=0  CHN=100/100=0  FORENSIC=20/20=0  EDUCATION=40+40/40+40=0  SELF STUDY= 40/40=0  Session will commence from 8feb 2024  Clinical planned from 4 <sup>th</sup> mar 2024  In first week of theory orientation is planned  Chandi mandir & Amritsar posting can be planned.  Clinical can also planned in govt hospitals for MHN & CHN.		All faculty members
	COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  (a)Theory hours  CHN=90/95/15  OBG=45/48/21  NSG MGT=90/97/11  RESAR=45/45=13  Clinical hours it starts from 8feb24.  Bsc (n) third Year Sem-5  (a)Theory hours  PEADS=60/0=0  PEADS SL=40/40=0  MHN=60/60=0  CHN=100/100=0  FORENSIC=20/20=0  EDUCATION=40+40/40+40=0  SELF STUDY= 40/40=0  • Session will commence from 8feb 2024  • Clinical planned from 4 <sup>th</sup> mar 2024  • In first week of theory orientation is planned  • Chandi mandir & Amritsar posting can be planned.  • Clinical can also planned in govt	COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  (a) Theory hours  CHN=90/95/15  OBG=45/48/21  NSG MGT=90/97/11  RESAR=45/45=13  Clinical hours it starts from 8feb24.  Bsc (n) third Year Sem-5  (a) Theory hours  PEADS=60/0=0  PEADS SL=40/40=0  MHN=60/60=0  CHN=100/100=0  FORENSIC=20/20=0  EDUCATION=40+40/40+40=0  SELF STUDY= 40/40=0  • Session will commence from 8feb 2024  • Clinical planned from 4 <sup>th</sup> mar 2024  • In first week of theory orientation is planned  • Chandi mandir & Amritsar posting can be planned.  • Clinical can also planned in govt



S.no	Points	Action	Info
3.	COURSE APPRAISAL		
	Bsc (n) Sec Year Sem-3		
	(a)Theory hours		
	Infection control=20/25/=14		
	AHN=140/145=28		
	MICRO=40/45=3		
	PHARMA=20/26=8		
	<ul> <li>Clinical planned from 8feb2024</li> </ul>		All faculty members
	<ul> <li>Shahnawaz sir will have micro</li> </ul>		
	classes' offline.		
	Pharmacology external not		
	finalized yet.		
	Cancer day can be celebrated by		
	students in mh.		
	• Students will have 2 weeks'		
	vacation after completion of sem		
	2 FON practical.		
	2 1 OIV practical.		
4.	Bsc (n) First Sem-1		All faculty members
	(a)Theory hours		
	ENG=40/40=38		
	AP= 120/124=131		
	PSY=60/62=34		
	SOCIO=60/62=51		
	FON (THEORY) =120/124=120		
	FON (SL) =80/103=109		
	CO-CURRICULAR=80/83=72		
	(b) Clinical hours		
	160/165=61		
	Clinical are going on with		
	external classes 2 hrs a week till		
	15 march 160 hrs of clinical and		
	30 hrs of psychology external will		
	be completed		
	1		



S.NO	POINTS	ACTION	INFO
		Appraisal On Special Assignments	
5.	Faculty Ms Harpreet Kaur (CI)	<ul><li>Work load of faculty</li><li>HOD plan ERP work</li></ul>	All Faculty Members
6.	IQAC Prof (Mrs.) Charlotte Randive	<ul> <li>Approver and coders revised list was discussed</li> <li>Submission dates not finalized</li> </ul>	All Faculty Members
7.	Academic Mrs. Priya Sharma(Asso.Prof)	<ul> <li>Course Curriculum is Updated revised plan will be shared soon.</li> <li>Teachers will show their weekly diaries to their respective HOD.</li> <li>Self appraisal forms to be filled by co-workers also on renewal of contract.</li> </ul>	All Faculty Members
8.	CNE Ms Harjot (CI)	. * New cycle updated	All Faculty Members
9	Editorial Ms.Anita (CI)	Update the calendar & magazine work.	All faculty members
10.	Sports Ms. Sofiya (CI)	Planned for daily sports & update about weekly sports.	All faculty members
11.	TNAI Mrs. Khushnaseeb (Asso.Prof)	No update	All faculty members
12.	NCC Ms. Kalindi (CI)	Camp was completed and 160 students are enrolled.	All faculty members
13.	Red Cross Ms. Ritu (CI)	No update	All faculty members
14.	NSS &Red Ribbon Club Ms. Riya (CI)	Work on the fund given by them	All faculty members
15.	Alumni Ms.Apsra (CI)	No update	All faculty members
16.	Buddy Programme Ms. Ritu (CI)	All events completed	All faculty members
17.	Guidance &counselling Prof (Mrs.) Charlotte Randive (Off Principal)	No update	All faculty members

S.NO	POINTS	ACTION	INFO
18	Examination Ms Amanjit (CI)	Plan for upcoming practicals	All faculty members
19	Cultural Ms.pooja (CI)	<ul> <li>Plan for farewell party</li> <li>More funds will not be collect from students.</li> <li>All rounder trophy can be planned</li> </ul>	All faculty members
20	Health Ms.Lakhwinder (Lab.Tech)	No update	All faculty members
21	SNA Ms.priyanka (AP)	No update	All faculty members
22	Hobby Club Ms.Pooja (CI)	*yoga day is celebrated.  * plan for self defence classes and shooting practice.	All faculty members
23	Research Mrs. Priya Sharma(Asso.Prof)	<ul> <li>Departmental research work under process</li> <li>Grant in aid will be given for publications and other uses</li> <li>Proposal of research to be submitted on 1feb 2024.</li> </ul>	All faculty members

Marpreet Kaul

FACULTY INCHARGE Ms Harpreet Kaur CLINICAL INSTRUCTOR Principal Army College of Nursing Jolandhar Carit

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### **QARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING AGENDA POINTS**

DATE: 16 feb 2024 Time: 1100-1200 hrs.

**VENUE: CONFERENCE HALL** 

The Faculty Meeting held at 8am in seminar hall. In the presence of Prof (Mrs.) Vadivukkarasi R, Principal ACN.

- 1. Course Appraisal
- B.Sc.(N) 4<sup>th</sup> Year
- B.Sc.(N) SEM-IV
- B.Sc.(N) SEM-II
- B.Sc.(N) SEM-I
- 2. Update on check list
- 3. Procedure Manual
- 4. Magazine work
- 5. Appraisal on Special Assignment

* IQAC	<b>CO-ORDINATOR</b>
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\*Academic

\*Alumini

\* CNE

\*Research & Publications

\*Guidance &Counselling

\*Examination

\*Faculty

\*NCC

\*SNA

\*Cultural

\*TNAI

\*Transport

\*Sports

\*Red Cross

\*Hobby club

\*Editorial &Website

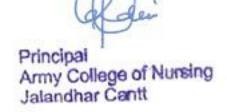
\*NSS/RRC: inspection

\* Discipline

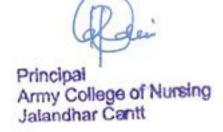
\*Buddy programme

Any other issue with the permission of chairperson.

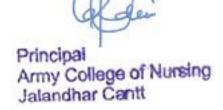
S.no	Points	Action	Info
1.	COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  (a)Theory hours  CHN=90/95/15  OBG=45/48/21  NSG MGT=90/97/11  RESAR=45/45=13  Clinical hours  CHN= 140/64  OBG=189/64		All faculty members
2.	Bsc (n) third Year Sem-5 (a)Theory hours PEADS=60/60=25 PEADS SL=40/40=35 MHN=60/60=12 CHN=100/100=14 FORENSIC=20/20=5 EDUCATION=40+40/40+40=5+4 SELF STUDY= 40/40=0  Clinical planned from 4 <sup>th</sup> mar 2024 Chandi mandir & Amritsar posting can be planned. Clinical can also planned in govt hospitals for MHN & CHN.		All faculty members



S.no	Points	Action	Info
3.	COURSE APPRAISAL  Bsc (n) Sec Year Sem-3  (a) Theory hours  Infection control=20/25/=10  AHN=140/145=49  MICRO=40/45=9  PHARMA=20/26=5  • Shahnawaz sir will have micro classes' offline. • Pharmacology external not finalized yet. • Cancer day can be celebrated by students in mh. • Students will have 2 weeks' vacation after completion of sem 2 FON practical.	Action	All faculty members
4.	Bsc (n) First Sem-1 (a)Theory hours ENG=40/40=38 AP= 60/62=35 PSY=60/62=34 SOCIO=60/62= 64 FON (THEORY) =120/124=120 FON (SL) =80/103=105 CO-CURRICULAR=80/83=108 (b) Clinical hours 160/165=61 • Clinical are going on with external classes 2 hrs a week till 15 march 160 hrs of clinical and 30 hrs of psychology external will be completed		All faculty members



S.NO	POINTS	ACTION	INFO
		Appraisal On Special Assignments	•
5.	Faculty Ms Harpreet Kaur (CI)	<ul><li>Work load is discussed.</li><li>HOD plan ERP work</li></ul>	All Faculty Members
6.	IQAC Prof (Mrs.) Charlotte Randive	<ul> <li>Approver and coders revised list was discussed</li> <li>Submission dates not finalized</li> </ul>	All Faculty Members
7.	Academic Mrs. Priya Sharma(Asso.Prof)	<ul> <li>Course Curriculum is Updated and shared.</li> <li>Teachers will show their weekly diaries to their respective HOD.</li> <li>Self appraisal forms to be filled by co-workers also on renewal of contract.</li> </ul>	All Faculty Members
8.	CNE Ms Harjot (CI)	. * New cycle updated	All Faculty Members
9	Editorial Ms.Anita (CI)	Update the calendar & magazine work.	All faculty members
10.	Sports Ms. Sofiya (CI)	Planned for daily sports & update about weekly sports.	All faculty members
11.	TNAI Mrs. Khushnaseeb (Asso.Prof)	No update	All faculty members
12.	NCC Ms. Kalindi (CI)	Camp was completed and 160 students are enrolled.	All faculty members
13.	Red Cross Ms. Ritu (CI)	No update	All faculty members
14.	NSS &Red Ribbon Club Ms. Riya (CI)	No update	All faculty members
15.	Alumni Ms.Apsra (CI)	No update	All faculty members
16.	Buddy Programme Ms. Ritu (CI)	All events completed	All faculty members
17.	Guidance &counselling Prof (Mrs.) Charlotte Randive (Off Principal)	No update	All faculty members



S.NO	POINTS	ACTION	INFO
18	Examination Ms Amanjit (CI)	Plan for upcoming practicals	All faculty members
19	Cultural Ms.pooja (CI)	<ul><li>Plan for farewell party</li><li>All rounder trophy can be planned</li></ul>	All faculty members
20	Health Ms.Lakhwinder (Lab.Tech)	No update	All faculty members
21	SNA Ms.priyanka (AP)	No update	All faculty members
22	Hobby Club Ms.Pooja (CI)	*yoga day is celebrated.  * plan for self defence classes and shooting practice.	All faculty members
23	Research Mrs. Priya Sharma(Asso.Prof)	<ul> <li>Departmental research work under process</li> <li>Grant in aid will be given for publications and other uses</li> <li>PPT for ethical committee presentation is going to present in lovely on 20 Feb 2024.</li> </ul>	All faculty members

FACULTY INCHARGE Ms Harpreet Kaur CLINICAL INSTRUCTOR Principal
Army College of Nursing
Jalandhar Cantt

**CHAIRPERSON** 

Dr.Vac PR

## ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING AGENDA POINTS

DATE: 30<sup>th</sup> march 2024 Time: 1100-1200 hrs.

**VENUE: CONFERENCE HALL** 

The Faculty Meeting held at 11am in seminar hall. In the presence of Prof (Mrs.) Vadivukkarasi R, Principal ACN.

- 1. Course Appraisal
- B.Sc.(N) 4<sup>th</sup> Year
- B.Sc.(N) SEM-IV
- B.Sc.(N) SEM-II
- B.Sc.(N) SEM-I
- 2. Update on check list
- 3. Procedure Manual
- 4. Departmental calendar & Planning
- 5. Magazine work
- 6. Appraisal on Special Assignment

* IOAC	CO-ORDINATOR	*TNAI

\*Academic \*Transport

\*Alumini \*Sports

\* CNE \*Red Cross

\*Examination \*NSS/RRC: inspection

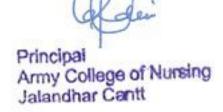
\*Faculty \* Discipline

\*NCC \*Buddy programme

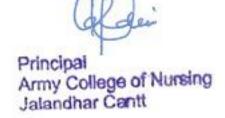
\*SNA \*Cultural

Any other issue with the permission of chairperson.

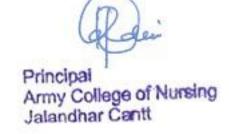
S.no	Points	Action	Info
1.	COURSE APPRAISAL  1. BSc (N) 4 <sup>th</sup> Year  (a)Theory hours  CHN=90/95/15  OBG=45/48/21  NSG MGT=90/97/11  RESAR=45/45=13  Clinical hours  CHN= 140/112  OBG=189/64  Term 1 exam on 15 <sup>th</sup> march-18 <sup>th</sup> march2024.		All faculty members
2.	Bsc (n) third Year Sem-5 (a)Theory hours PEADS=60/60=30 PEADS SL=40/40=43 MHN=60/60=2018 CHN=100/100=28 FORENSIC=20/20=24 EDUCATION=40+40/40+40=4+4 SELF STUDY= 40/40=10  Chandi mandir & Amritsar posting can be planned. Term1 exams are from28 march-3april Community posting is under planning.		All faculty members



S.no	Points	Action	Info
3.	COURSE APPRAISAL Bsc (n) Sec Year Sem-3 (a) Theory hours Infection control=20/25/=15 AHN=140/145=49 MICRO=40/45=49 PHARMA=20/26=5 Term 1 planned in 4 <sup>th</sup> mar-9 <sup>th</sup> march Fon practical in first week of march		All faculty members
4.	Bsc (n) First Sem-1 (a) Theory hours ENG=40/40=38 AP= 60/62=72 PSY=60/62=74 SOCIO=60/62= 73 FON (THEORY) =120/124=135 FON (SL) =80/103=105 CO-CURRICULAR=80/83=108 (b) Clinical hours 160/165=165 *term 2 exam was from 11-15mar 2024. *PTM=18march		All faculty members



S.NO	POINTS	ACTION	INFO		
	Appraisal On Special Assignments				
5.	Faculty Ms Harpreet Kaur (CI)	No update	All Faculty Members		
6.	IQAC Prof (Mrs.) Charlotte Randive	Uploading of aqar2022-2023 under process	All Faculty Members		
7.	Academic Mrs. Priya Sharma(Asso.Prof)	<ul> <li>Course Curriculum is Updated and shared.</li> <li>Self-appraisal forms to be filled by co-workers also on renewal of contract.</li> </ul>	All Faculty Members		
8.	CNE Ms Harjot (CI)	. * skill based learning	All Faculty Members		
9	Editorial Ms.Anita (CI)	magazine work under process	All faculty members		
10.	Sports Ms. Sofiya (CI)	Weekly sports planned.	All faculty members		
11.	TNAI Mrs. Khushnaseeb (Asso.Prof)	No update	All faculty members		
12.	NCC Ms. Kalindi (CI)	No update	All faculty members		
13.	Red Cross Ms. Ritu (CI)	No update	All faculty members		
14.	NSS &Red Ribbon Club Ms. Riya (CI)	No update	All faculty members		
15.	Alumni Ms.Apsra (CI)	No update	All faculty members		
16.	Buddy Programme Ms. Ritu (CI)	All events completed	All faculty members		
17.	Guidance &counselling Prof (Mrs.) Charlotte Randive (Off Principal)	No update	All faculty members		



S.NO	POINTS	ACTION	INFO
18	Examination Ms Amanjit (CI)	Plan for upcoming practical's	All faculty members
19	Cultural Ms.pooja (CI)	No update	All faculty members
20	Health Ms.Lakhwinder (Lab.Tech)	No update	All faculty members
21	SNA Ms.priyanka (AP)	No update	All faculty members
22	Hobby Club Ms.Pooja (CI)	No update	All faculty members
23	Research Mrs. Priya Sharma(Asso.Prof)	<ul> <li>Departmental research work under process</li> <li>Grant in aid will be given for publications and other uses</li> </ul>	All faculty members

FACULTY INCHARGE Ms Harpreet Kaur CLINICAL INSTRUCTOR Principal Army College of Nursing Jalancher Certit

CHAIRPERSON Dr. Vadivukkarasi P PRINCI

## ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING MINUTES

DATE: 6<sup>TH</sup> APRIL 2024 Time: 1100-1200 hrs.

**VENUE: CONFERENCE HALL** 

- 1. Course Appraisal
- B.Sc.(N) 4<sup>th</sup> Year
- B.Sc.(N) SEM-V
- B.Sc.(N) SEM-III
- B.Sc.(N) SEM-I
- 2. Work Load of faculty
- 3. Update on check list
- 4. Procedure Manual
- 5. Magazine work
- 6. ERP update
- 7. Educational trip
- 8. Sports day and annual function
- 9. Establishment of MOU with Indian CPR foundation
- 10. Update on results and term exam
- 11. PTM & Mentorship
- 12. Faculty feedback and appraisal form
- 13. Appraisal on Special Assignment

• IQAC \*NSS &red ribbon

• Academic \*Alumni

• Faculty \*Buddy Programme

• CNE \*Guidance &Counselling

Editorial &websiteSports\* Cultural\* Health

• TNAI \*SNA

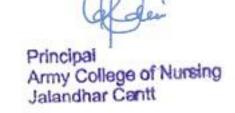
• NCC \* Hobby club

Red cross

- Research
- discipline

Any other issue with the permission of chairperson.

COURSE APPRAISAL  BSc (N) 4 <sup>th</sup> Year  (a)Theory hours  CHN=90/95/27  OBG=45/48/34  NSG MGT=90/97/26  RESAR=45/45=13  (b) Clinical hours  CHN=140/140  OBG=180/189  *Term 1 Exam Completed.		
(a)Theory hours CHN=90/95/27 OBG=45/48/34 NSG MGT=90/97/26 RESAR=45/45=13 (b) Clinical hours CHN=140/140 OBG=180/189		
CHN=90/95/27 OBG=45/48/34 NSG MGT=90/97/26 RESAR=45/45=13 (b) Clinical hours CHN=140/140 OBG=180/189		
OBG=45/48/34 NSG MGT=90/97/26 RESAR=45/45=13 (b) Clinical hours CHN=140/140 OBG=180/189		
NSG MGT=90/97/26 RESAR=45/45=13 (b) Clinical hours CHN=140/140 OBG=180/189		
RESAR=45/45=13 (b) Clinical hours CHN=140/140 OBG=180/189		
(b) Clinical hours CHN=140/140 OBG=180/189		
CHN=140/140 OBG=180/189		
OBG=180/189		
		All faculty members
*Term 1 Exam Completed.		7 in faculty members
*PTM=10 <sup>th</sup> April		
* 16-20 <sup>th</sup> April Sports week		
*22&23 April practical		
*Mentorship =3 <sup>rd</sup> April		
*Educational trip completed in TNAI Delhi.		
*Research groups will plan their further works.		
*Check list are under process.		
BSc (n) third Year Sem-5		
(a)Theory hours		
PEADS=60/60/37		
PEADS SL=40/40/4		
MHN=60/60/32		
CHN=100/100/28		All faculty members
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*Checklist Updating under process		
	*22&23 April practical  *Mentorship =3 <sup>rd</sup> April  *Educational trip completed in TNAI Delhi.  *Research groups will plan their further works.  *Check list are under process.  BSc (n) third Year Sem-5  (a)Theory hours  PEADS=60/60/37  PEADS SL=40/40/4  MHN=60/60/32	*22&23 April practical  *Mentorship = 3 <sup>rd</sup> April  *Educational trip completed in TNAI Delhi.  *Research groups will plan their further works.  *Check list are under process.  *BSc (n) third Year Sem-5  (a) Theory hours  PEADS = 60/60/37  PEADS SL=40/40/4  MHN=60/60/32  CHN=100/100/28  FORENSIC=20/20/17  EDUCATION=40+40/40+40/8+4  SELF STUDY= 40/40/2  (b) Clinical hours  Roll no 1 to 30 community 160 hrs. till 3 May  Roll no 31 to 60 160 hrs. till 3 May MHN&PEADS  *Term 1 completed 15 <sup>th</sup> April  *Community Posting starts from 4 <sup>th</sup> April  *Chandi Mandir posting planning is under process  *Educational Trip not planned yet.  *PTM=15 <sup>TH</sup> April  *Mentorship=3 <sup>RD</sup> April



S.no	Points	Action	Info
3.	COURSE APPRAISAL		
	B.Sc. (n) Sec Year Sem-3		
	(a)Theory hours		
	Infection control=20/25/14		
	AHN=140/145/49		A11 C 1. 1
	MICRO=40/45/6		All faculty members
	PHARMA=20/26/8		
	(b) Clinical hours		
	AHN=176/480		
	*Term 1 Completed with practical.		
	*Educational Trip not planned yet.		
	*PTM=15 <sup>TH</sup> April		
	*Mentorship=3 <sup>RD</sup> April		
	*Checklist Updating under process		
	*Students will go to ECHS in MH JRC.		
4.	B.Sc. (n) First Sem-1		All faculty members
	(a)Theory hours		
	ENG=40/40/38		
	AP= 120/125/158		
	PSY=60/62/67		
	SOCIO=60/62/73		
	FON (THEORY) =120/170/151		
	FON (SL) =80/150/105		
	CO-CURRICULAR=80/120/109		
	(b) Clinical hours		
	160/165/157		
	*Term 2 completed with practical.		
	*Educational Trip completed.		
	*PTM=10 <sup>TH</sup> April		
	*Mentorship=3 <sup>RD</sup> April		
	*Checklist completed		
	*First aid module completed.		

S.NO	POINTS	ACTION	INFO
	Aj	opraisal On Special Assignments	
5.	Faculty Ms Harpreet Kaur (CI)	<ul><li>Maintenance of records</li><li>Coordination between teachers is compulsory.</li></ul>	All Faculty Members
6.	IQAC Prof (Mrs) Charlotte Ran dive	*AQAR upload is completed for 2022-2023.	All Faculty Members
7.	Academic Mrs Priya Sharma(Asso.Prof)	Course Curriculum is     Updated revised plan will be     shared soon.	All Faculty Members
8.	CNE Ms Harjot (CI)	According to planning	All Faculty Members
9	Editorial Ms.Anita (CI)	Update the calendar & magazine work till 18 <sup>th</sup> April.	All faculty members
10.	Sports Ms. Sofiya (CI)	Sports week planned in April.	All faculty members
11.	TNAI Mrs Khushnaseeb (Asso.Prof)	No update	All faculty members
12.	NCC Ms. Kalindi (CI)	No update	All faculty members
13.	Red Cross Ms. Ritu (CI)	No update	All faculty members
14.	NSS &Red Ribbon Club Ms. Riya (CI)	No update	All faculty members
15.	Alumni Ms.Apsra (CI)	No update	All faculty members
16.	Buddy Programme Ms. Ritu (CI)	No update	All faculty members
17.	Guidance &counselling Prof (Mrs) Charlotte Randive (Vice Principal)	No update	All faculty members
18	Examination Prof (Mrs) Charlotte Randive (vice Principal)	Term exam has been planned.	All faculty members
19	Cultural Ms.pooja (CI)	Pulasito planning is going on.	All faculty members
20	Health Ms.Lakhwinder (Lab.Tech)	No update	All faculty members
21	SNA Ms .Priyanka (AP)	No update	All faculty members
22	Hobby Club Ms.Pooja (CI	No update	

23.	Research	Departmental research had been	All faculty members
	Mrs. Priya Sharma(Asso.Prof)	planned approval from MH& LPU is done.	

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CHAIRPERSON Dr.Vadivukkarasi R PRINCIPAL

## ARMY COLLEGE OF NURSING, JALANDHAR CANTT FACULTY MEETING MINUTES

DATE: 4<sup>th</sup> May 2024 Time: 1100-1200 hrs.

## **VENUE: CONFERENCE HALL**

- 1. Course Appraisal
- B.Sc.(N) 4<sup>th</sup> Year
- B.Sc.(N) SEM-V
- B.Sc.(N) SEM-III
- B.Sc.(N) SEM-I
- 2. Procedure Manual
- 3. Magazine work
- 4. ERP update
- 5. Educational trip
- 6. Sports day and annual function
- 7. Establishment of MOU with Indian CPR foundation
- 8. PTM & Mentorship
- 9. Appraisal on Special Assignment

• IQAC \*NSS &red ribbon

• Academic \*Alumni

• Faculty \*Buddy Programme

CNE \*Guidance &Counselling

Editorial &websiteSports\* Health

\*SNA

• NCC \* Hobby club

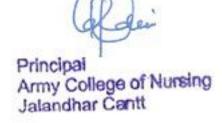
Red cross

Research

• discipline

Any other issue with the permission of chairperson.

S.no	Points	Action	Info
1.	COURSE APPRAISAL		
	BSc (N) 4 <sup>th</sup> Year		
	(a)Theory hours		
	CHN=90/95/27		
	OBG=45/48/34		
	NSG MGT=90/97/26		
	RESAR=45/45=13		
	(b) Clinical hours		
	CHN=140/140		All faculty members
	OBG=180/189		Till faculty members
	*Educational trip completed in TNAI Delhi.		
	*Research groups will plan their further works.		
	*Check list are under process.		
	*Mentorship 14 <sup>TH</sup> MAY2024.		
2.	BSc (n) third Year Sem-5		
	(a)Theory hours		
	PEADS=60/60/37		
	PEADS SL=40/40/4		
	MHN=60/60/32		
	CHN=100/100/28		All faculty members
	FORENSIC=20/20/17		
	EDUCATION=40+40/40+40/8+4		
	SELF STUDY= 40/40/2		
	(b) Clinical hours		
	Roll no 1 to 30 community 160 hrs. till 3 May		
	Roll no 31 to 60 160 hrs. till 3 May MHN&PEADS		
	*Term 1 completed 15 <sup>th</sup> April		
	*Community Posting going on.		
	*Chandi Mandir posting planning is under process		
	*Educational Trip not planned yet.		
	*Checklist Updating under process		



S.no	Points	Action	Info
3.	COURSE APPRAISAL		
	B.Sc. (n) Sec Year Sem-3		
	(a)Theory hours		
	Infection control=20/25/14		
	AHN=140/145/49		A 11 C 1, 1
	MICRO=40/45/6		All faculty members
	PHARMA=20/26/8		
	(b) Clinical hours		
	AHN=176/480		
	*clinical duty till 8 <sup>th</sup> June 2024.		
	*Checklist Updating under process		
	*Students will go to ECHS in MH JRC.		
	*External Classes Of Microbiology by		
	pathologist.		
	*ERP work going on.		
4.	B.Sc. (n) First Sem-1		All faculty members
	(a)Theory hours		
	ENG=40/40/38		
	AP= 120/125/214		
	PSY=60/62/103		
	SOCIO=60/62/102		
	FON (THEORY) =120/170/204		
	FON (SL) =80/150/202		
	CO-CURRICULAR=80/120/163		
	(b) Clinical hours		
	160/165/157		
	*Night study lectures started and rotation plan		
	shared with the batch. till 30 <sup>th</sup> June		
	*full day lecture according to subject planned		
	and with test for one hour in last lecture.		

S.NO	POINTS	ACTION	INFO
		Appraisal On Special Assignments	
5.	Faculty Ms Harpreet Kaur (CI)	ERP work under process.	All Faculty Members
6.	IQAC Prof (Mrs) Charlotte Ran dive	*AQAR upload is completed for 2022-2023.	All Faculty Members
7.	Academic Mrs Priya Sharma(Asso.Prof)	Course Curriculum is Updated revised plan will be shared soon.	All Faculty Members
8.	CNE Ms Harjot (CI)	Webinar of BFUHS.	All Faculty Members
9	Editorial Ms.Anita (CI)	Procedure manual will publish on nurse's day.	All faculty members
10.	Sports Ms. Sofiya (CI)	Sports day celebrated and report submitted by sport incharge.	All faculty members
11.	TNAI Mrs Khushnaseeb (Asso.Prof)	No update	All faculty members
12.	NCC Ms. Kalindi (CI)	No update	All faculty members
13.	Red Cross Ms. Ritu (CI)	No update	All faculty members
14.	NSS &Red Ribbon Club Ms. Riya (CI)	No update	All faculty members
15.	Alumni Ms.Apsra (CI)	No update	All faculty members
16.	Buddy Programme Ms. Ritu (CI)	Activities are set according to plan.	All faculty members
17.	Guidance &counselling Prof (Mrs) Charlotte Randive (Vice Principal)	No update	All faculty members
18	Examination Prof (Mrs) Charlotte Randive (vice Principal)	Term exam has been planned.	All faculty members
19	Cultural Ms.pooja (CI)	Nurse day celebration.	All faculty members
20	Health Ms.Lakhwinder (Lab.Tech)	No update	All faculty members
21	SNA Ms.Apsra (CI)	Nurse day celebration.	All faculty members
22	Hobby Club Ms.Pooja (CI	No update	(Rgei

23. Re	esearch	Departmental research are underprocess.	All faculty members
	Irs. Priya harma(Asso.Prof)		

FACULTY INCHARGE Ms Harpreet Kaur CLINICAL INSTRUCTOR Principal Army College of Nursing Jalandhar Contl

CHAIRPERSON Dr.Vadivukkarasi R PRINCIPAL