

MINUTES OF THE MEETING OF MAINTENANCE COMMITTEE OF ARMY COLLEGE OF NURSING, JALANDHAR CANTT HELD ON 29 SEP 2023

1. A meeting of the Maintenance Committee of Army College of Nursing, Jalandhar Cantt was held in Ashoka MP Hall on 29 Sep 2023. The meeting was presided over by Col HS Phagura (Retd), Registrar, Army College of Nursing, Jalandhar Cantt and attended by the following:-

- (a) Ms Kalindi Sharan, Clinical Instructor (Teacher Incharge infrastructure).
- (b) Mr Paramjit Singh, Accountant.
- (c) Honey Sub Maj Bhupinder Singh (Retd), Estate Supervisor.
- (d) Honey Nb Sub Surjeet Singh (Retd), Store Keeper.
- (e) Ms Kuldeep Kaur, Warden.
- (f) Ms Neha Kumari, Student Incharge Hostel (SNA).
- (g) All students Floor Incharges of ACN.
- (h) Mr Satughana Sahoo, Plumber

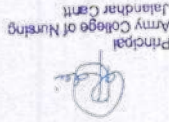
2. At the outset the Member Secy (Estate Supervisor) welcomed the Presiding Officer and all members of Maintenance Committee and requested cooperation and suggestions of all for maintenance of assets / property of the college. The fmg pts were projected to the committee:-

- (a) Details of assets created during the period May 2023 to Sep 2023, attached as per Appendix A.
- (b) Exprd incurred on maint of assets during the period May 2023 to Sep 2023, attached as per Appendix B.

3. **Main Points Received and Action Taken/Planned.** The pts were put up by the students and action taken as follows:

- (a) There are few almiraahs in the Hostel that are affected by the Termite. Such almiraahs need to be replaced with steel almiraahs. It was intimated that 18 almiraahs have already been removed and the reqd of 20 more almiraahs will be budgeted.
- (b) There was a requirement of a Digital Camera for Photography and the same has been provided to students.
- (c) Tap Spindles were reqd in the hostel washrooms due to wear and tear and 24 Tap Spindles were replaced.
- (d) Deep Freezer was reqd in the Students Mess kitchen for storage of frozen items. And the same has been provided
- (e) Veg rack was reqd for sorting out & layout of Veg / Fruits and it has been provided in the Students Mess.

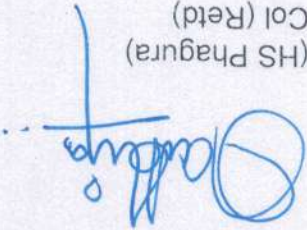
4. **Address by the Presiding Officer.** Col HS Phagura (Retd), Registrar, Army College of Nursing, Jalandhar Cantt urged the students to extend max possible cooperation for maint of assets, as fee revision in future depends upon the rising expdr on maint / repair of assets. Hence, he advised the students to handle the property with due care. On being asked



for the points for improvement from students, they expressed satisfaction on the maint
schedule and proposed projects informed by the Estate Supervisor.

5. Vote of Thanks. At the end, the Estate Supervisor thanked the Presiding Officer and
all members for sparing valuable time and requested their presence in next meeting.

(HS Phagura)
Col (Retd)
Registrar



Army College of Nursing
Deep Nagar
Jalandhar Cantt

Sep 2023



Principal
Army College of Nursing
Jalandhar Cantt



Assets Created during May 2023 to Sep 2023

Sr No	Project	Cost
1	Purchase of Phone Set - 04	3,200
2	Purchase of Beutel	4,000
3	Purchase of AC 1.5 Ton - 02	81,000
4	Purchase of Cordless Mike - 03	20,200
5	Purchase of Ahnja Speakers - 01	22,000
6	Purchase of Deep Freezer - 01	23,500
7	Purchase of Nikon Digital Camera - 01	20,000
8	Purchase of Wooden Box Type Bed - 03	84,000
9	Purchase of Tap Spindal - 24	8,000
10	Purchase of Aluminium - 01	2,000
11	Installation of Water Tank 1000 Ltr - 01	15,000
12	Preparing of Veg Rack for Kitchen - 01	10,000
13	Purchase of Hammer Drill	8,000
		300,900

Principal
Army College of Nursing
Jalandhar Cantt



Sr No	Project	Cost
1	Servicing of Bus - PB 08 CP 8853 & PB 08 CP 8854	26,000
2	Servicing of Aqua Guard - 12	17,000
3	Repair of Ceiling Fans - 20	6,000
4	Servicing of Ecco - PB 08 EQ 3581	5,500
5	Purchase of Fan Regulators - 50 & Switch Cover - 200	20,000
6	Repair of Napkin Incinerator	8,500
7	Repair of Wooden Chaugath - 20	80,000
8	Repair of Wooden Almirah - 18	396,000
9	Repair of Window Mirror - 30	25,000
10	Purchase of Toilet Seat Cover - 20	7,000
11	Purchase of Connection Pipe - 10	2,500
12	Purchase of Door Stopper - 50	2,500
13	Purchase of Bleaching Powder - 01 Pkt	9,000
14	Repair of Water Cooler - 03	11,500
15	Servicing of M/C PB 08 ET 4860 - 01	3,000
16	Servicing of Enjoy PB 08 CS 6806	6,500
17	Purchase of Toilet cleaning Acid - 42 Btl	2,000
18	Replacement of Aemd Cable - 40 Mtr	4,500
19	Purchase of Lid for Water Tank - 06	2,500
20	Repair of Lawn Mover	5,000
21	Plantation of Trees in College Campus	8,500
22	Repair of Drainage Jaali	6,500
23	Repair of Washroom - 334, 234, 241, 207	115,000
24	Repair of Desert Cooler - 14	9,100
25	Painting of Boundary Wall & Front Area	12,000
26	Repair & Re painting of Badminton Courts - 02	36,000
27	Hirring of Tractor Twice	12,000
28	Repair of CCTV	4,000
29	Repair of Bus - PB 08 CP 8853	6,000
30	Repair of Washing Machine - 06	9,000
31	Repair of Air Curtain	3,500
32	Repair of AC ECCO - PB 08 EQ 3581	3,500
33	Repair of Glass Door (College)	7,500
34	Replacement of looking Glass Frames Washroom - 20	9,000
35	Replace of Battery of Bus PB 08 CP 8854	6,000
36	Repair of Bus - PB 08 CP 8854	3,000
37	Tile work in Dining Hall 180 Sq Ft	13,000
38	Tile work in Infirmary 180 Sq Ft	13,000
39	Fixing of window jali & Replace of glass in kitchen	3,500
40	Purchase of National Flag	2,000
41	Purchase of Gamla tray	1,000
42	Replace of Wooden Door with Aluminium Frame - 06	30,000
43	Replace of Bty ECCO PB 08 EQ 3581	3,800
44	Servicing & Oil change of Transformer	5,000
45	Tank Cleaning of Roof Top	10000 Ltr - 04
		5000 Ltr - 05
		1000 Ltr - 05
		500 Ltr - 01
		27,000
		988,900

Principal
Army College of Nursing
Jalandhar Cantt

MINUTES OF THE MEETING OF MAINTENANCE COMMITTEE OF ARMY COLLEGE OF NURSING, JALANDHAR CANTT HELD ON 17 APR 2023

1. A meeting of the Maintenance Committee of Army College of Nursing, Jalandhar Cantt was held in Ashoka MP Hall on 17 Apr 2023. The meeting was chaired by Col HS Phagura (Retd), Registrar, Army College of Nursing, Jalandhar Cantt and attended by the following:-

- (a) Ms Kalindi Sharan, Clinical Instructor (Teacher Incharge infrastructure);
- (b) Mr Paramjit Singh, Accountant;
- (c) Hony Sub Maj Bhupinder Singh (Retd), Estate Supervisor.
- (d) Hony Nb Sub Surjeet Singh (Retd), Store Keeper.
- (e) Ms Kuldeep Kaur, Warden.
- (f) Ms Kirti Tiwari, Student Incharge Hostel (SNA). Ms Neha Kumari
- (g) All students Floor Incharges of ACN.
- (h) Mr Satrughana Sahoo, Plumber.

2. At the outset the Member Secy (Estate Supervisor) welcomed the Presiding Officer and all members of Maintenance Committee and requested cooperation and suggestions of all for maintenance of assets / property of the college. The twg pts were projected to the committee:-

- (a) Details of assets created during the period Nov 2022 to Mar 2023, attached as per Appendix A.
- (b) Expdr incurred on maint of assets during the period Nov 2022 to Mar 2023, attached as per Appendix B.

3. **Agenda Pts.** The pts were put up by the students and decisions taken are as follows:

(a) There is a requirement of a Refrigerator for the students in Hostel. Refrigerator was earlier removed from the hostel due to poor and unhygienic storage by the students. The pt was reviewed and refrigerator is now again provided to students in the Hostel. Instructions were given to the students to maintain the Refrigerator properly.

(b) Some Rooms in the Hostel are having old desert Coolers. Please arrange timely replacement. In view of this, 25 new desert coolers have been provided to students in the Hostel, in the third and last phase. Now, all the coolers have been replaced.

(c) 'A' wing of the Hostel often faces Water Shortage. Reason be investigated and request to address the problems. In this regard, a separate Water tank is provided to the Mess kitchen and the issue stands resolved.

(d) As per SOP, Water Tanks are cleaned on annual basis. The periodicity of the same is reviewed to have it on six monthly basis. The pt is noted and water tks will be cleaned on six-monthly basis.

(e) Provision for a separate music system for Hostel be made. The point be reviewed and a new Music System has been provided to the SNA.

4. **Address by the Presiding Officer.** Col HS Phagura (Retd), Registrar, Army College of Nursing, Jalandhar Cantt urged the students to extend max possible cooperation for

29 Sep 2023

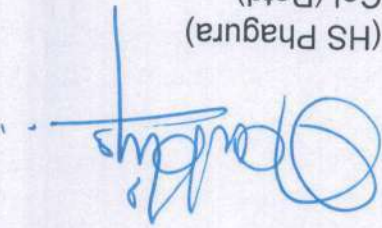
maint of assets, as fee revision in future depends upon the rising expdr on maint / repair of assets. Hence, he advised the students to handle the property with due care. It was highlighted by him that during last winter season, an expenditure of Rs 15,000/- was incurred for frequent repair of the Water Dispensers. Therefore, he emphasised the floor incharge of hostel to ensure that water dispenser to be 'switched off' at night and to be used only when adequate water is available. He directed the Estate Supervisor to disseminate the guidelines to students and paste the same on water dispensers. On being asked for the points for improvement from students, they expressed satisfaction on the maint schedule and proposed projects informed by the Estate Supervisor.

5. Vote of Thanks. At the end, the Estate Supervisor thanked the Presiding Officer and all members for sparing valuable time and requested their presence in next meeting tentatively to be held during first week of Oct 2023.

Army College of Nursing
Deep Nagar
Jalandhar Cantt
25
Apr 2023

Principal
Army College of Nursing
Jalandhar Cantt

(HS Phagura)
Col (Retd)
Registrar



Details of Exprd Incurred on Maint from 02 Nov 2022 Onwards


Sr No	Project	Cost
1	Tank Cleaning (Roof Top) Yearly	19,824
2	RO/Aqua Guard Service(Half Yearly)	18,000
3	Window Frame Replace With Aluminium Frame - 65	1,75,700
4	Broken Window Glass Repair - 14	10,500
5	1x500 Ltr Water tank replace at Main gate	3,500
6	Refilling all Fire Fighting Ext - 84	49,500
7	Two Cylinders New Filling Cost	6,490
8	Washroom door replace - 12	36,000
9	Chogath replace in washroom - 24	14,400
10	Washroom No - 341 leakage repair	25,000
11	2 X Mmnty replaster & repair	90,000
12	Hostel Main gate chogath broken in Earthquak, replace with new chogath	2,500
13	14 Ceiling Fan replace in Hostel	6,000
14	28 LED Tube light replace in Hostel Wash Room	11,200
15	LED Bulb replace in Hostel - 300	52,500
16	2 X Napkin incenerator repair in Hostel	21,000
17	1 X Hand Sanitizer repair in Hostel	1,800
18	DTH repair in Dinning Hall	400
19	All AC Servicing once in a Year	85,000
20	Replaster in Room No 228	8,000
21	Hyg chemical item issued on Monthly basis (appx)	4,500
22	Tile work in Dinning Hall	8,000
23	Maint of Stadium/ Football ground	11,000
24	Servicing of Solar System	92,000
25	Servicing of Transformer and Earthing of Transformer & Oil, Testing	28,000
26	Servicing of Electric panel	40,000
27	4 X Washing Machine repaired in Hostel	6,000
28	Replace of Tap Spindal - 20	6,000
29	Repair of Heating Elements for Dispenser -12	18,000
30	CCTV Cable change for Boundary wall	7,500
31	Purchase of Plastic Chair Shell -20	6,500
32	Hostel Wash Room Exhaust Fan run continuously, Repair - 05	4,000
33	02 X Flood light (01xCollege & 01X Hostel)	5,000
34	Water Sterilising with Bleaching pdr	8,000
35	Water Cooler for cold water during Summer season	12,000
36	Water Cooler Cleaning (Monthly)	-
37	Hot water Supply in Hostel for Five/Six Month in a year	-
		8,93,814

Principal
Army College of Nursing
Jalandhar Cantt

Assets Created during Nov 2022 to Mar 2023

Sr No	Project	Cost
1	25 New desert cooler being purchase for students	1,25,000
2	1x10,000 ltr Water Tank installed for Fire fighting	1,51,000
3	Almirah Change - 17	3,70,000
4	New Shed at Main gate for Visitors	41,700
5	08 X AC installed in Students Class Room	3,50,000
6	2 X Fly Catcher purchase for Kitchen	4,500
		10,42,200

Principal
Army College of Nursing
Jalandhar Cantt



MINUTES OF THE MEETING OF MAINTENANCE COMMITTEE OF ARMY COLLEGE OF NURSING, JALANDHAR CANTT HELD ON 02 NOV 2022

1. A meeting of the Maintenance Committee of Army College of Nursing, Jalandhar Cantt was held in Ashoka MP Hall on 02 Nov 2022. The meeting was chaired by Col HS Phagura (Retd), Registrar, Army College of Nursing, Jalandhar Cantt and attended by the following :-

- (a) Ms Kalindi Sharan, Clinical Instructor (Teacher Incharge Infrastructure).
- (b) Mr Paramjit Singh, Accountant.
- (c) Hony Sub Maj Bhupinder Singh (Retd), Estate Supervisor
- (d) Hony Nb Sub Surjeet Singh (Retd), Store Keeper.
- (e) Ms Kuldeep Kaur, Warden
- (f) Ms Kirti Tiwari, Student Incharge Hostel (SNA)
- (g) All students Floor Inchargews of ACN.
- (h) Mr Satughana Sahoo, Plumber.

2. At the outset the Member Secy (Estate Supervisor) welcomed the Presiding Officer and all members of Maintenance Committee and requested cooperation and suggestions of all for maintenance of assets / property of the college. The twg pts were projected to the committee:-

- (a) Details of assets created during the period Jun to Sep 2022, attached as per Appendix A.
- (b) Exptr incurred on maint of assets during the period Jun to Sep 2022, attached as per Appendix B.
- (c) Details of proposed projects to be executed by the college during the period Sep 2022 to Mar 2023, attached as per Appendix C.

3. **Address by the Presiding Officer.** Col HS Phagura (Retd), Registrar, Army College of Nursing, Jalandhar Cantt urged the students to extend max possible cooperation for maint of assets, as fee revision in future depends upon the rising exptr on maint / repair of assets. Hence, he advised the students to handle the property with due care. It was highlighted by him that during last winter season, an expenditure of Rs 15,000/- was incurred for frequent repair of the Water Dispensers. Therefore, he emphasised the floor incharges of hostel to ensure that water dispenser to be switched off at night and to be used only when adequate water is available. He directed the Estate Supervisor to disseminate the guidelines to students and paste the same on water dispensers. On being asked for the points for improvement from students, they expressed satisfaction on the maint schedule and proposed projects informed by the Estate Supervisor.

4. **Vote of Thanks.** At the end, the Estate Supervisor thanked the Presiding Officer and all members for sparing valuable time and requested their presence in next meeting tentatively to be held during first week of Jan 2023.

(HS Phagura)

Col (Retd)

Registrar

05 Nov 2022

Army College of Nursing
Deep Nagar
Jalandhar Cantt

Principal
Army College of Nursing
Jalandhar Cantt

See

APPR

S No.	Item Purchased	Qty	Cost
1	Purchase of Folding bed	22	39600
2	Purchase of Induction Stove	1	2752
3	Purchase of Smart 32" TV	2	33800
4	Purchase of AC 2 Ton	8	412000
5	Misc items for AC Fitting		10325
6	Salt pot (Plastic & Aluminium)	44	6820
7	Platform for classes	6	39825
8	Replace of New Exchange		38820
			583942



Principal
Army College of Nursing
Jalandhar Cantt

Asset Created during Jun 2022 to Sep 2022

Appx-'A'



S No.	Project	Cost
1	Repair of Mini Bus	2800
2	Repair of indicator of Bus No PB08 CP 8853	2000
3	Repair of Washing Machine	1500
4	Repair of indicator of Bus No PB08 CP 8854	2000
5	Repair of Hedge cutter	1500
6	Repair of MCB 250 Amp	7600
7	Repair of Single Phase preventor	1000
8	Servicing of RO/ Aqua Guard	18000
9	Repair of CCTV & Shifting of Smart Bd	5000
10	Servicing of Ecco PB No EQ 3581	7000
11	Repair of Desert Cooler of Dining Hall	2000
12	Purchase of Sodium Hydrochloride	1100
13	Repair of Sanitizing Machine	1500
14	Purchase of Misc items	3600
15	Purchase of misc items for AC Fitting	8500
16	Purchase of Misc items for flush Tank	4600
17	Repair of Ceiling Fan	12000
18	Repair of Washing machine	2200
19	Replace of Handshower	350
20	Wash Room Door	5000
21	Window glass replace	1600
22	Repair of AC	2000
23	Repair of Bus PB08 CP 8853	3000
24	Replace of Bty 12V 42 AH	8500
25	Purchase of Plastic fan for Five Motor	800
26	Purchase of Glass cutter	2000
27	Two new Aluminum chogath	7500
28	Tractor hiring for grass cutting	4000
29	Repair of CCTV	1000
30	PCB Card for VRV (MP Hall)	14000
31	Mason + Lab (Maint wks)	2000
32	Repair of Exaust Fan	450
33	servicing of DG set	28000
34	Tractor hiring for grass cutting	5000
35	Greasing of veh	650
36	repair of Washing machine	1000
37	Mod of washroom No 115	14500
38	Grass removing Pesticide	3000
39	Purchase of misc items for gen maint	5400
40	Repair of Road spring of Bus No PB 08 CP 8854	2500
41	Fixing of Block Film on Door	3800
		199950

Details of Expend of proposed Proj Sep 2022 to Mar 2023

Appx-'B'

included on 2 pages

Principal
Army College of Nursing
Jalandhar Cantt



S No.	Project	Cost			
1	Purchase of Biometric Machine	17100	2	Wk executed	
2	Purchase of Scanner Epson DS-530	35000	1	Wk executed	
3	Samsung Galaxy Mobile phone M13	10499	1	Wk executed	
4	Stainless Steel plates	17600	110	Wk executed	
5	Purchase of Folding Bed	39600	22	Wk executed	
6	Purchase of Induction Stove	2752	1	Wk executed	
7	Purchase of Smart LED TV	33800	2	Wk executed	
8	Replace of Almirah	375000	17	in pipeline	
9	Replacement of Chugath and Doors	92800			
10	Servicing of Solar water geyser	92000			
11	Repair of Dispensor	11600			
12	Fixing of water tank 10000 ltr	15000			
13	Replace of Window Frame	250000			
14	Store Under Stair	40000			
15	Filling of Fire Extinguisher	46000	84		
16	Electric connection gen set	200000			
17	Adm Store on Roof Top	800000	2		
		2078751			

Details of Exptr of proposed proj Sep 2022 to Mar 2023

Appx-'C'

S No.	Project	Cost
1	Repair of Mini Bus	2800
2	Repair of indicator of Bus No PB08 CP 8853	2000
3	Repair of Washing Machine	1500
4	Repair of indicator of Bus No PB08 CP 8854	2000
5	Repair of Hedge cutter	1500
6	Repair of MCCB 250 Amp	7600
7	Repair of Single Phase preventor	1000
8	Servicing of RO/ Aqua Guard	18000
9	Repair of CCTV & Shifting of Smart Bd	5000
10	Servicing of Ecco PB No EQ 3581	7000
11	Repair of Desert Cooler of Dining Hall	2000
12	Purchase of Sodium Hydrochloride	1100
13	Repair of Sanitizing Machine	1500
14	Purchase of Misc items	3600
15	Purchase of misc items for AC Fitting	8500
16	Purchase of Misc items for flush Tank	4600
17	Repair of Ceiling Fan	12000
18	Repair of Washing machine	2200
19	Replace of Handshower	350
20	Wash Room Door	5000
21	Window glass replace	1600
22	Repair of AC	2000
23	Repair of Bus PB08 CP 8853	3000
24	Replace of Bty 12V 42 AH	8500
25	Purchase of Plastic fan for Five Motor	800
26	Purchase of Glass cutter	2000
27	Two new Aluminium chogath	7500
28	Tractor hurring for grass cutting	4000
29	Repair of CCTV	1000
30	PCB Card for VRV (MP Hall)	14000
31	Mason + Lab (Maint wks)	2000
32	Repair of Exaust Fan	450
33	servicing of DG set	28000
34	Tractor hurring for grass cutting	5000
35	Greasing of veh	650
36	repair of Washing machine	1000
37	Mod of washroom No 115	14500
38	Grass removing Pesticide	3000
39	Purchase of misc items for gen maint	5400
40	Repair of Road spring of Bus No PB 08 CP 8854	2500
41	Fixing of Block Film on Door	3800
		199950


Principal
Army College of Nursing
Jalandhar Cantt

Details of Expd incurred on maint Sep 2022 to Mar 2023

Appx-'B'

S No.	Project	Cost		
1	Purchase of Biometric Machine	17100	2	Wk executed
2	Purchase of Scanner Epson D5-530	35000	1	Wk executed
3	Samsung Galaxy Mobile phone M13	10499	1	Wk executed
4	Stainless Steel plates	17600	110	Wk executed
5	Purchase of Folding Bed	39600	22	Wk executed
6	Purchase of Induction Stove	2752	1	Wk executed
7	Purchase of Smart LED TV	33800	2	Wk executed
8	Replace of Almirah	375000	17	In pipeline
9	Replacement of Chugath and Doors	92800		In pipeline
10	Servicing of Solar water geyser	92000		In pipeline
11	Repair of Dispensor	11600		In pipeline
12	Fixing of water tank 10000 ltr	15000		In pipeline
13	Replace of Window Frame	250000		In pipeline
14	Store Under Stair	40000		In pipeline
15	Filling of Fire Extinguisher	46000	84	In pipeline
16	Electric connection gen set	200000		In pipeline
17	Adm Store on Roof Top	800000	2	In pipeline
		2078751		

Principal
Army College of Nursing
Jalandhar Cantt





Jalandhar, Punjab, India
 Army college of nursing, Jalandhar Cantt,
 Jalandhar, Punjab 144005, India
 Lat 31.295483°
 Long 75.631908°
 15/12/22 03:04 PM GMT +05:30



Jalandhar, Punjab, India
 Army college of nursing, Jalandhar Cantt,
 Jalandhar, Punjab 144005, India
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ARMY COLLEGE OF NURSING, JRC
 - MINUTES OF LIBRARY MEETING



DATE:- 15/12/2022
 VENUE:- LIBRARY (SHARDA)
 TIME:- 03.00 PM - 04.00 PM

AGENDA FOR LIBRARY MEETING

1. Stock of library books
2. Footfall of students
3. Footfall of teacher
4. Introduce New e-resources
5. Journal's subscription as per NAAC requirements for 2023 onwards
6. Fully automation of library.

ATTENDANCE OF MEMBERS OF MEETING

CHAIRPERSON

1. Prof. Charlotte Ranadive :- *Charlote*

Faculty

1. Mrs Navinder Kaur (Librarian) *Navinder*
2. Mrs Riya Sharma (Asso. Prof) *Riya*

Students

1. Ms Vaishnavi Sawat (B.Sc(N)-1st yr) :- *Vaishnavi*
2. Ms Shikha Sangwan (B.Sc(N)-2nd yr) :- *Shikha*
3. Ms Tejpreet Kaur (B.Sc(N)-2nd sem) :- *Tejpreet Kaur*
4. Ms Komal (B.Sc(N)-1st sem) :- *Komal*

ARMY COLLEGE OF NURSING, JRS
MINUTES OF LIBRARY MEETING



DATED :- 02/05/2023
VENUE :- LIBRARY (SHARDA)
TIME :- 12:00 - 01:00 PM

AGENDA FOR LIBRARY MEETING

1. Stock of library books.
2. Footfall of students.
3. Footfall of teachers.
4. No Due policy for students.
5. Journals as per VSC Norms.
6. Book exhibition (only activity of library)
7. Weeding out newspapers from Jan-March, 2023.

ATTENDANCE OF MEMBERS OF MEETING

Chairperson

Prof. Charlotte Ramadive :-

hastoti

Faculty

Mrs. Navindu Kaur (Librarian)

Mrs. Priya Sharma (Asso. Prof.)

Ominder

Pr

Students

1. Ms. Vaishnavi Rawat (B.Sc(N) 4th yr.) :- Vaishnavi
2. Ms. Kavita (B.Sc(N) 3rd yr.) :- Kavita
3. Ms. Ashu (B.Sc(N) 3rd Sem.) :- Ashu
4. Ms. Komal (B.Sc(N) 1st Sem.) :- Komal



Jalandhar, Punjab, India
Army college of nursing, Jalandhar Cantt, Jalandhar, Punjab
184005, India
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Long 76.831905°
02/05/23 11:58 AM GMT +05:30



Jalandhar, Punjab, India
Army college of nursing, Jalandhar Cantt, Jalandhar, Punjab
184005, India
Lat 31.295483°
Long 76.831905°
02/05/23 11:58 AM GMT +05:30

ARMY COLLEGE OF NURSING, JRC
MINUTES OF LIBRARY MEETING



DATE:- 20/09/2022
VENUE:- LIBRARY (SHARDA)
TIME:- 08:30 AM - 09:30 AM

AGENDA FOR LIBRARY MEETING

1. Stock of library books
2. Footfall of students & teachers
3. Purchase of books for M.Sc (N) & departmental libraries
4. Purchase of academic books
5. Weeding out magazines from 2018-2021
6. Demo of e-resources its 1st semester

ATTENDANCE OF MEMBERS OF MEETING

CHAIRPERSON:-

1. Prof. Charlotte Kamadive :- *Present*

Faculty:-

1. Mrs. Navinder Kaur (Librarian) :- *Present*
2. Mrs. Priya Sharma (Asst. Prof. & Res. Co-ordinator) :- *Present*

Students:-

1. Ms. Vaishnavi Rawat (B.Sc(N) 4th yr.) :- *Present*
2. Ms. Kavita (B.Sc(N) 3rd yr.) :- *Present*
3. Ms. Anshu (B.Sc(N) 3rd Sem.) :- *Present*
4. Ms. Komal (B.Sc(N) 2nd Sem.) :- *Present*
5. Ms. Chhavi (B.Sc(N) 1st Sem.) :- *Present*



MESS MEETING

Date → 24 June 2023

In the mess meeting held on 24 June 2023, it has been decided to introduce the "Millet" diet in the mess menu of Anna's Mess of Army College of Nursing.

As per decided by the Mess Committee members and mess contractor, particular 'millet' items has been introduced. It is as follows.

1 → Barley Roti on every Thursday lunch.

2 → Pearl millet 'Bajra' Tikki to be started from October onwards.

Signature of Mess incharge ⇒ J. J. J.

Signature of Mess Contractor ⇒

A. J. J.

Signature of Principal ⇒ Charlotte

Signature of Registrar ⇒ Darshini

EXECUTIVE BODY MEETING

Executive Body meeting was held on 8/2/2023
in the conference hall from 1500-1600hrs.

VENUE - Conference Hall

TIMINGS - 1500-1600hrs.

PRESIDING OFFICERS - Prof. Charlotte Ranaivosoa
(officiating principal)

Mrs. Roshni
(SNA Advisor)

MEMBERS PRESENT -

Ms. Riya

Ms. Anshika

Ms. Doli Das

Ms. Dolly Kundu

Ms. Ekta

Ms. Kajal

Ms. Bhumiika

Ms. Vaishnavi

Ms. Neha

Ms. Megha

Ms. Ravina

Ms. Upasana

AGENDAS

ARMY COLLEGE OF NURSING

JALANDHAR CANTT

AGENDAS FOR EXECUTIVE BODY MEETING

DATE: 8.02.2023 .

VENUE:

TIME: 1500-1600 hrs .

Conference hall .

AGENDAS:

1. Post SNA activity discussion
2. Upcoming SNA activity
3. To request for finding a substitute punishment for major and minor fine.
4. To request to start chandimandir posting
5. To request for placements
6. To request as covid pandemic is over , request university to conduct the examinations as they were done before pandemic i.e. sept-oct
7. To request for private hospitals internship
8. To request for pending third year trip
9. New badges for all appointees
10. Movie outings once in a month for all batches
11. New badges for all appointees
12. Chandimandir postings for third years should be continued
13. Night duties should be resumed for third years
14. NCC uniform extra charges should not be charged
15. Request to give off on one Saturday in a month
16. Complete the syllabus before starting our clinical duties (third sem)
17. Need few days rest after university exams
18. Please intimate the vacations dates priorly so that tickets can be booked
19. There should be no drill on Sunday, kindly shift it on Saturday



20. To request for second semester educational trip (third sem)
21. To request to provide hot water in evening
22. To request for two coolers in a room
23. There should be token system for iron
24. We can give either casuals or uniform on any day
25. Kettle should be provided to health incharge of each semester
26. To request for second semester educational trip (first sem)

Any other points with the permission of chairperson.

Roshani Shaema
SNA ADVISOR

Harshita
SNA PRESIDENT

GB Meeting MINUTES

GB Meeting was held on APRIL 17, 2023

Venue:- ASHOKA MULTIPURPOSE HALL

TIMING:- 1415 - 1600 hrs

PRESIDING OFFICER:- Prof. (Mrs) Charlotte Kanadive
(SNA PRESIDENT)

Col. Ms Phaquea (Registrar AEN)

MEMBERS PRESENT:-

1. Ms. Riya Raghav
2. Ms. Anshika Yadav
3. Ms. Doli Das
4. Ms. Dolly Kumari
5. Ms. Ekta
6. Ms. Kajal
7. Ms. Bhumika
8. Ms. Vaishnavi
9. Ms. Megha
10. Ms. Neha Kumari
11. Ms. Ravina
12. Ms. Upasana

AGENDA for GB Meeting

B.SCCN) Hmgs:- Educational Trips

B.SCCN) Sem III:-

- Semester Break
- Removal of Beehives at Hostel campus
- Regular cleaning of water cooler & dispensers
- Requirement of Box Beds
- Metal cooler Requirement
- One Sat off in a month

- Night out on holiday for localised
- Fine Removal for students who faces train issues
- Prior Informth of vacations

B.Sc (Sem-I)

- 2 Coolers per Room
- Last Saturday off
- Univ Examination Updates
- Outing on Gazette Holidays

BSC 3rd year

- Increase Mess Counters to avoid long queue
- Fruit van Regularity
- No Makeup for students who are sick. AC in visitors Room
- Use in outing hrs. Fridge Provision

Discussion:-

Academic Points:-

1) Education Trips:- Education Trips are no longer funded by GIA.

Within Talandhar (15km) College Bus can be availed for trip.

Ex Sem I & II = Science City, War Memorial Kastaopue
 otherwise, student shall bear the expenditure

2) Sick leave - Makeups.

If student falls sick while clinical block, 100% attendance is mandatory as per INC norms, therefore Makeup duty is necessary

3) Semester Break:- Right now the college follows Annual system hence Winter-Summer Breaks will be granted not Semester Break.

4) One sat off:- Cannot be granted as we fall shortage of hours.

Administration points

- 1) Students were Addressed by Cin, efforts acknowledged.
- SNA EB members were appreciated for their efforts skills, good performance and at clinicals.

2. To Enhance self confidence, and improve Communication students must come forefront and participate in Competitions, become Emcees. Emcees should keep on rotating and every individual to be given a chance.
3. Hobby club:- Shortly planned to integrate hobby clubs. Students must share their area of interest with Mr. Bhunika (Hobby club I/C) and cost of it will be borne by students. However college will provide complete assistance / infrastructure for same. However main aim of journey AEN is to become accomplished Nurses therefore all activities Yt to It will be completed in students leisure time.
4. Security must be focused by pupils while moving out for certain purposes. Group outings to be encouraged.
5. Attitude of service borne by every student.
6. Keep your rooms open whenever students write complaint to repair something in their rooms. Unopened rooms cannot be serviced.
7. Napkin Incinerator:- Are not being used, or overexploited. They are repaired for time being. Don't overjam it.
8. Don't carry steel plates / cups into rooms.
9. Punctuality:- Students report late post lunch / tea break. Need to be taken care of. Be punctual.
10. Close windows once you leave room, because window glasses are at risk of break during stormy weather.
11. Late Report after leaves:- Try to reach in time. At maximum students can report by 0830 pm.
12. Many students are not staying in allotted rooms. Avoid shuffling.
Mess Counters:- Point can be included when new Contract Advertisement (in Dec 2023) will launch, as it may incur extra charges that will be directly proportional to Mess fee.
- Visitor Room AC:- Not much directly needed.

Fridge Demand: - Cwing to unhygiene, fridge was taken back by college. Videos were shown of rotten fruits meals.

On request by EB members :- fridge is reissued for use. EB, SNA assured for same & shall be responsible of Hygiene.

Beehives Removal: It requires team. A proposal sent to man for its removal. He has not reported. for the time being with the help of electrician, plumber it has been removed.

Tanks, water Dispensers: - Have been cleaned.

Bed Box: - 4 are in stock. Needy students to contact warden ma'am for same.

Night out pass for localities: - Cwing to covid surge cannot be granted. Point for future taken into consideration.

To Increase Cuting Durations: - It will remain till covid subsides.

Second Cooler: - If anyone wants 2 cooler in room, Bill should be paid by that student.

Fruit van Regularity: - Temporary no vehicle is available.

Hopefully fruit van from other kind can be arranged. Students must make best use of it.

Health Issues: - Student should take precautions while moving out, Hospital as covid surge is expected.

Evening attendance to be digitalised: - Proposal will be reviewed.

Biometric: - Timing part will be reviewed. (Students want to give attendance at the time of mess, so they have to get down for meals and attendance once)

Gazetted holiday outings: - Its on hold. Will Review if can be re-initiated.

fumigation: - Done time to time

DI NIGHT Speakers: - Speakers Cost will be borne by college. Mr. Ravina to look after.

Desert cooler: - New coolers are provided to all. Remaining student shall get soon.

* **Registrar Sir,** Shared Expenses incurred on various items :- LED, Hostel gate Repair, DTH, AC Service, Doors Replacement of washrooms, fire fighting Contro...

25 Dessert coolers, Dispenses hot water, Coolers, Aqua guard tank cleaning (23-24 March), 17 almidali Repaired with termite problem, window frames, Broken windows etc. were discussed by Registrar etc.

* Students told in case of emergency communication channels open for 24 hours. Follow channel for communication.

* At last meeting ended with by 3:45pm - Students encouraged, motivated to give best in the clinicals and college.

Signature of SNA Advisor: Radhni Sharma 15/5

Signature of SNA President: Harshita

EXECUTIVE BODY MEETING

Executive Body meeting was held on 12, Sept, 2023 in
the seminar hall from 1430 - 1600 hrs.

Venue - Seminar Hall.

Time - 1430 - 1600 hrs.

Presiding officer - Prof. Manojit Kamadai
(officiating principal)

Mrs. Priyanka
(Asst. Professor).

Members Present -

Ms. Riya (Vice President)

Ms. Anshika (Secretary)

Ms. Doli Das (Treasurer)

Ms. Dolly Kamadai (Mess Incharge)

Ms. Bhenuka Gung (Hobby cell Incharge)

Ms. Vaishnavi (Editorial Incharge)

Ms. Megha (Sports Captain)

Ms. Upasana (Hall Incharge)

Ms. Neha (Hostel Incharge)

Ms. Kajal (Health Incharge)

Ms. Eka (Cultural Incharge)

Ms. Ramina (Discipline Incharge)

ARMY COLLEGE OF NURSING

ARMY COLLEGE OF NURSING, JALANDHAR CANTT
AGENDA POINTS FOR EB MEETING

DATE: 12 September, 2023

VENUE: SEMINAR HALL

TIMING: 9:15 - 4:00 pm

AGENDA:

1. Discussion regarding the past SNA events
2. Discussion regarding upcoming SNA events.
3. Placement procedure - *send it*
4. 6 hours outing.
5. Fine system should be relaxed
6. Written notice regarding 4th year leave in October.
7. Separate transportation for sick report students.
8. Clinical roaster should be made in accordance to hospital needs by the college authorities and not by hospital staff.
9. Cc should be provided to the students for organizing events.

Any other issues with permission of the chairperson.


SNA ADVISOR.

Mrs. Priyanka.

Assistant Professor.


CHAIRPERSON

Prof. (Mrs.) Charlotte Ranadive

Officiating Principal

PF
→ Minutes of Meeting:-

1. PAST SNA EVENTS: Discussion was done and suggestions were asked for betterment in upcoming events.
2. UPCOMING SNA EVENTS: It includes Blood Heart Day on (29 Sept, 23), As per discussion a Quiz might be held.
3. Placement procedure for 4th Year Batch - college flyer was sent to 23 hospitals out of which 6 has been responded till now. The combined data base will be passed on to the Placement Replacement students - by 5th week under the placement unit.
4. 6 hours outing - As per now, outing will continue for 3 hours only.
5. Relaxation on fine system - No relaxation will be provided.
6. No letter notice will be provided regarding (4th year) leave in October.
7. Sick report transportation - It will be provided to the students according to the availability of buses & vehicle.
8. Clinical Roster of students will be made by college Authority under "Internship Clinical Roster" will be made in accordance with hospital (MH, JRC) authority.

