



BOARD OF GOVERNORS



- **PRESIDENT** - **CHIEF OF THE ARMY STAFF**
- **VICE PRESIDENTS** - **VCOAS & ALL ARMY CDRS**
- **MEMBERS** - **AG, EXECUTIVE COMMITTEE CHAIRMAN, QMG, E-IN-C & DG DC&W**
- **MEMBER SECRETARY** - **MD AWES**
- **ASST MEMBER SECRETARY** - **DIR AWES**

NOTE :- PSOs, HEADS OF ARMS / SERVICES OR ANY OTHER MEMBER MAY BE INVITED FOR ANY SPECIFIC AGENDA.



BOARD OF ADMINISTRATION (HQ COMD)



- **PATRON** - **GOC-IN-C**
- **CHAIRMAN** - **CHIEF OF STAFF**
- **MEMBERS**
 - **MG-IC-ADM / MG GS**
 - **BRIG 'A' / BGS**
 - **DY JAG**
 - **COL 'A' / GS**
 - **COL 'Q'**
 - **COL EDN**
- **MEMBER SECY** - **DIRECTOR AWES CELL**

**MINUTES OF INSTITUTE MANAGEMENT COMMITTEE MEETING OF
ARMY COLLEGE OF NURSING, JALANDHAR CANTT HELD ON 07 FEB 2023**

1. Institute Management Committee (IMC) mtg of Army College of Nursing (ACN), Jalandhar Cantt for the Quarter ending Sep & Dec 2022 was held at Conf Hall of ACN on 07 Feb 2023. The mtg was held in a hybrid mode where four parents had joined online from their respective locs. The mtg was chaired by Maj Gen Vikas Saini, SM, VSM**, Chief of Staff, HQ 11 Corps (Chairman, ACN) and attended by the fwg:-

(a) **Members.**

- | | | | |
|--------|---------------------------|---|--|
| (i) | Brig Amit Sharma, SM | - | Brig Med, HQ 11 Corps. |
| (ii) | Brig Prasad R Lele | - | Comdt MH (Dir, ACN). |
| (iii) | Col JS Shekhawat | - | Offg Brig A, HQ 11 Corps |
| (iv) | Prof Charlotte Ranadive | - | Offg Principal, ACN Jalandhar. |
| (v) | Mrs Priya Sharma | - | Associate Prof, ACN Jalandhar |
| (vi) | Mrs Dalvinder Kaur | - | Parent Rep - B Sc (Nursing)
First Sem |
| (vii) | Mrs Mamta Chauhan | - | Parent Rep- B Sc (Nursing)
Second Sem (Online) |
| (viii) | Sub Narendra Kumar Rawat- | - | Parent Rep- B Sc (Nursing)
Third Sem (Online) |
| (ix) | Mrs Inderjeet Kaur | - | Parent Rep-B Sc (Nursing)
Third Year (Online) |
| (x) | Hav AK Joshi (Retd) | - | Parent Rep-B Sc (Nursing)
Fourth Year (Online) |
| (xi) | Mrs R Dhanalakshmi | - | Parent Rep - B Sc (Nursing)
Fourth Year (Online). |
| (xii) | Mrs Rekha Tiwari | - | Parent Rep - B Sc (Nursing)
Fourth Year (Online) |

- (b) **Secy.** Col HS Phagura (Retd) - Registrar, ACN Jalandhar.

2. The Secy at the outset expressed his condolence over the demise of Nb Sub Surendra Pal Singh (Retd) F/o Ms Rashmi Singh, B Sc (Nursing) Third Semester and Hony Capt Khadim Hussain (Retd) F/o Ms Zeenat Shaheen, B Sc (Nursing) Fourth Year due to road accidents. The chairman expressed his condolences and directed that all possible help should be extended to the bereaved students / families.

3. **Welcome and Opening Address.** Registrar ACN extended a warm welcome to Maj Gen Vikas Saini, SM, VSM**, COS, HQ 11 Corps (Chairman, ACN) who was attending / chairing the first Institute Management Committee (IMC) of the college. The member secy also welcomed all IMC members and parent representatives and thanked them for sparing their valuable time for the mtg. On being enquired, it was informed by the Registrar that parent reps are rotated in every qtr.

4. Following points were discussed in the meeting : -

- (a) Progress on minutes of last IMC meeting held on 22 Jul 2022.
- (b) Update on College Activities held and forthcoming events.
- (c) Agenda Points.
- (d) Ratification of expdr incurred during the period from Jul to Dec 2022.

5. The points covered by the Registrar in the IMC and directions/decisions given by the Chairman, ACN are given in the succeeding paras.

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
<u>PROGREP ON MINUTES OF LAST IMC MEETING HELD ON 22 JUL 2022</u>			
6.	<u>Para 06 : Est of Solar Power Generation Plant.</u> A Tender Notice for est of Solar Power Generation Plant under "RESCO Model" was published in all editions of "Hindustan Times" & "The Tribune" on 01 Jul 2022 and "Indian Express" on 02 Jul 2022. Last date for receipt of tenders was 30 Jul 2022. BOO detailed by HQ 11 Corps had assembled in the college on 27 Sep 2022 and opened the quotations. Due to receipt of a single tender, the BOO has recommended re-tendering of the same. However, COS, HQ Western Command during his vis to ACN on 14 Oct 2022 had directed to explore possibility for purchase of solar power from agency / distributor. It was further informed that Executive Engineer, Punjab Energy Development Authority, Jalandhar was approached to confirm implementation of dirns of the COS, HQ Western Command, who informed that in Punjab such provn is not available. He further informed that purchase of surplus solar power, may also be at par with PSPCL rates, hence not financially viable. Due to the reqmt of a low capacity solar power generation plant, no vendor is willing to install plant under RESKO model and hence It was recommended that the same can be installed under CAPEX model. On being enquired by the Chairman regarding approximate expenditure involved and its source, the Registrar ACN info that an anticipated expdr of approximately ₹ one crore is anticipated which		

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
	<p>may either be met out of revenue savings of previous years or may be taken as a Soft Loan from HQ AWES.</p> <p><u>Decision.</u> The Chairman directed that the issue be put up on file with financial effect and justification for consideration.</p>	ACN Jalandhar	All IMC members
7.	<p><u>Para 07a) : Devp of Own Enterprise Resource Plg (ERP) Software for Curriculum Plg.</u> The reqmt of college for ERP Software has been worked out and survey with five firms has been carried out. The demonstrations are being org for better IT solution.</p>	--	All IMC members
8.	<p><u>Para 20 : Repair of Exterior Granular Texture.</u> As per the dirns of the GOC, 11 Corps (Patron, ACN) during his vis to this college on 28 Apr 2022, CE HQ 11 Corps and CE (JZ), Jalandhar Cantt had vis ACN and suggested that existing Granular Texture and Plaster from all bldgs be removed and treated with tamarind water, followed by re-plaster with good quality sand and re-application of primer and enamel paint. Accordingly, one JE detailed by 58 Engr Regt had prepared and submitted the fwg docus: -</p> <p>(a) AEs Part II - ₹ 1459.68 per sqm.</p> <p>(b) Bill of Quantities (BOQ) - 13600 sqm (area).</p> <p>(c) Draft Wk Order and calculation sheet.</p> <p>(d) Draft Tender Document.</p> <p>As per AEs Part II and BOQ, an approx expdr of ₹ 1.98 crore (1459.68 x 13600 = ₹ 1,98,51,648/-) is ascertained for repair of exterior granular texture of entire ACN complex. Further, as per HQ AWES letter No B/45784/Policy/Constr/AWES dated 25 Sep 2019, 'In Principal Approval (IPA)' of the CFA is reqd prior to the tender process. On receipt of the IPA, the NIT will be published in the newspaper. Since the proposed expdr is approximately ₹ 2 crore, CFA sanction of the President BOG (COAS) would be reqd. Hence, a S of C has been processed on file, for obtaining IPA of the competent auth (COAS). The case has been recommended by the Patron and fwd to HQ Western Command (AWES).</p>	--	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
9.	<u>Para 31 : Refund of Security Deposit by MES.</u> An amt of ₹ one lakh has been recd from GE (East), Jalandhar Cantt / MES auths, towards refund of Security Deposit.	--	All IMC members
10.	<u>Para 33(b) : Safety Audit Against Electrocutation.</u> As per the dirns of GOC 11 Corps, PSPCL was apch to conduct safety audit against electrocutation. The team had carried out a detailed insp and suggested some pts, which have since been rectified / implemented. A feedback / compliance report to PSPCL has been furnished. Further, as per PSPCL auths, electrical audit is reqd to be conducted annually and hence, the requisite amount will be budgeted. On being enquired by the Chairman, it was confirmed that Fire Audit has already been carried out by HQ 11 Corps (Ord) and Fire Safety Certificate also issued by the department on 06 Feb 2023.	--	All IMC members
11.	<u>Para 77 : Academic Growth.</u> A Collegiate Meet to discuss Academic Growth of ACN was held in an online mode on 26 Aug 2022. The mtg was chaired by the AG and attended by the Patron, Offg Chairman, MD (AWES), Director ACN (Comdt, MH), Col GS (Edn) HQ 11 Corps, Dir (Colleges) HQ AWES, Dir (AWES), HQ Western Command, Principal, Vice Principal and Registrar, ACN. Prog on issues discussed during the Collegiate Meet is attached as Appendix 'A'.	--	All IMC members
12.	<u>Para 79 : Transcript Charges.</u> Charges for provn of transcript have been revised, as per approval accorded by the IMC.	--	All IMC members
13.	<u>Para 80 : Contribution by Alumni.</u> 14 th batch (2016-20) who completed their trg in Dec 2022 have deposited a sum of ₹ 2000/- per student in Alumni Fund as membership fee. An SOP for utilization of funds is being prepared.	--	All IMC members
14.	<u>Para 82(b) : Security Deposit.</u> As per approval accorded by the IMC, a case was taken up with HQ AWES for reducing the security deposit of faculty, from three months to one month salary. Accordingly, HQ AWES has accorded approval to amend existing notice period and related security deposit of three months to one month. However, the same will be reviewed by them after one year and AWES Rules may be amended depending on the feedback by this college, after one year.	--	All IMC members



<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
15.	<p><u>Para 82(c) : Visibility Enhancement Pgme.</u> IMC had approved conduct of interactive sessions with prospective nursing students ie female wards of Serving / Retired Army Personnel who are pursuing 10+2 with medical stream, at all APSs under 11 Corps Zone (incl for students of KVs in the respective stn). Hence, a Visibility Enhancement Programme for the students in Jalandhar stn was conducted at APS Jalandhar on 17 Jan 2023 and that for other APSs, the schedule is as follows : -</p> <p>(a) APS Ferozepur - 13 Feb 2023</p> <p>(b) APS Beas, Amritsar & Tibri - 14 Feb 2023</p> <p>It was further info that vis of 10+1(Med) girl students of APS Jalandhar has been scheduled to ACN on 09 Feb 2023.</p>	--	All IMC members
<u>UPDATE OF ACTIVITIES</u>			
16.	<p>(a) <u>Annual Examinations : 2021-22.</u> Baba Farid University of Health Sciences, Faridkot has conducted annual examinations (including theory and practicals) for the Academic Session 2021-22 from 17 Nov 2022 to 22 Dec 2022. Accordingly, B Sc (Nursing) Fourth Year students of 14th batch of the college have been relieved on 20 Dec 2022, after successful completion of the course.</p> <p>(b) <u>Commencement of Academic Session.</u> Academic Session 2022-23 of B Sc (Nursing) Third Year and Fourth Year had commenced wef 05 Dec 2022 ie after conduct of theory examinations.</p> <p>(c) <u>Result : B Sc (Nursing) First Semester (2021-22).</u> First Semester examinations were conducted by the university during Jul 2022 and result was declared on 06 Dec 2022. All 60 students who appeared in the examinations have passed.</p> <p>(d) The second semester exams have been conducted by the university on 30 Jan and 01 Feb 2023. The practical examination is scheduled for 08 Feb 2023. Hence, B Sc (Nursing) Third Semester has commenced wef 03 Feb 2023.</p>	--	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
17.	<p><u>Annual Training Camp No 38 (NCC).</u> Ms Kalindi Sharan, Clinical Instructor (CTO – NCC) of this college alongwith 51 NCC Cadets (students of B Sc (Nursing) Second Year) attended 10 days Combined Annual Training Camp No 38 from 21 to 30 Jul 2022 at Hansraj Mahila Maha Vidyalya, Jalandhar (photos att as Appx ‘P’). NCC Cadets of this college won prizes in the following sections:-</p> <p>(a) Guard of honour - 1st position.</p> <p>(b) Group Song - 1st position.</p> <p>(c) Tug of War - 1st position.</p> <p>(d) Painting and Collage-Making Competition - 2nd position.</p> <p>(f) <u>Blood Donation Camp.</u> 10 students of the college participated in the Blood Donation Camp org during the NCC camp, by donating blood. They were awarded commendation medals and certificates.</p>		
18.	<p><u>World Breast Feeding Week Celebrations.</u> This college celebrated World Breast Feeding Week in Maternity Wards of Command Hospital, Chandimandir & MH Jalandhar and Integrated Health Centre, Khem Karan Vihar, Jalandhar from 01 to 04 Aug 2022. The theme of the event was “Step Up for Breastfeeding: Educate and Support.” Students of B Sc (Nursing) Fourth Year conducted “Role Play”, followed by Health Education on above mentioned theme.</p>	--	All IMC members
19.	<p><u>Personality Development Programme.</u> A three days PDP (Workshop) of B Sc (Nursing) Fourth Year students was conducted by M/s Success Mantra Educare, Jalandhar from 16 to 18 Aug 2022. Topics, incl Soft Skills Development, Language and Communication Skills, Analytical Skills, Human Value Development, Personal & Psychological Development and Employability Skills were covered. There was a positive feedback from the participants. Certificates of participation and excellence in various activities were awarded.</p>	--	All IMC members
20.	<p><u>Health Check-up Camp.</u> Health check-up camp was org at MH Jalandhar on 17 Aug 2022 and Nari Aawas, Jalandhar Cantt on 17, 18 and 20 Aug 2022. B Sc</p>	--	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
	(Nursing) Third Year students of this college participated in various camp activities.		
21.	<u>Independence Day Celebrations : Har Ghar Jhanda (11-17 Aug 2022).</u> 75 th Independence Day was celebrated in the college on 15 Aug 2022. Flag hoisting ceremony was carried out by Mrs M Maheswary, Principal, ACN. The college organised various activities as part of “Azadi Ka Amrit Mahotsav, “ Har Ghar Jhanda” pgme.	--	All IMC members
22.	<u>Lec : Women’s Health.</u> Ms Gagan Sharma, Assistant Professor gave a lecture on Women’s Health at Integrated Health Centre under Stn Family Welfare Programme at Khem Karan Vihar, Jalandhar Cantt on 23 Sep 2022.	--	All IMC members
23.	<u>Lecture on Vishaka Guidelines.</u> With a view to sensitising the staff and students, the college org a lecture on Vishakha Guidelines (Prevention of Sexual Harassment of Women in the Workplace Act 2013) on 24 Sep 2022. The same was attended by all faculty, NTS, Adm Staff, outsourced staff and students.	--	All IMC members
24.	<u>Fire Fighting LDM & Practice.</u> A lecture-cum-demonstration on Fire Safety was conducted by the Registrar, ACN and practice was also organised on 24 Sep 2022. Students of B Sc (Nursing) First Semester, Second Semester and Second Year attended the same.	--	All IMC members
25.	<u>District Level Competitions.</u> On the occasion of Birth Anniversary of Shaheed Bhagat Singh, a District Level Competition for Red Ribbon Clubs in Collaboration with Punjab State Aids Control Society (PSACS) was held at Baba Sahib Bhim Rao Ambedkar Co-Education Govt College, Jalandhar on 27 Sep 2022. Six students of this college had participated in the above competitions and won 2 nd and 3 rd Prize in Poster Making and also got 3 rd position in Quiz Competition. The winners were awarded with merit certificates and medals.	--	All IMC members
26.	<u>Annual Sports Meet-2022.</u> Annual Sports Meet-2022 was organized by the college on 13 Apr 2022. Brig Amit Sharma, SM, Brig Med HQ 11 Corps, was the Chief Guest. Various sports and athletic events were conducted on 12-13 Apr 2022.	--	All IMC members



<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
27.	<u>World Heart Day.</u> On the occasion of World Heart Day, B Sc (Nursing) Second Year students under the guidance of Ms Gagan Sharma, Assistant Professor and Ms Parneet Kaur, Clinical Instructor, conducted Role Play, Health Education Programme on Healthy Heart and Skill Station of CPR at Khem Karan Vihar, Jalandhar Cantt on the theme “Use Heart for Every Heart” on 29 Sep 2022.	--	All IMC members
28.	<u>Conduct of Webinar.</u> A webinar on “Quality Assurance” was org by this college from 18-20 Oct 2022. Prof (Mrs) Charlotte Ranadive, Offg Principal and Mrs Priya Sharma, Associate Professor were the resource persons. Besides ACN faculty, delegates from various nursing colleges across the country and B Sc (Nursing) Fourth Year students attended the same.	--	All IMC members
29.	<u>Talent Hunt.</u> Students Nurses Association (SNA) of ACN organized a talent hunt on 28 Oct 2022 to identify the budding talent of 18 th batch of the College. Various activities viz namely Dance, Sketching, Painting, Poem Recitation, Rangoli and Culinary Skills Competitions were organized. All students participated actively to showcase their talent.	--	All IMC members
30.	<u>Women Entrepreneurship Day.</u> A Panel Discussion on Women Entrepreneurship Day on the theme “Choose Women” was org by B Sc (Nursing) 2 nd Semester on 22 Nov 2022.	--	All IMC members
31.	<u>Constitution Day.</u> A Declamation Contest was org by the college on 26 Nov 2022. Students of B Sc (Nursing) First and Second Semester participated in the same.	--	All IMC members
32.	<u>Organ Donation Day.</u> A Role Play was organised by students of B Sc (Nursing) First and Second Semester in the college on 26 Nov 2022.	--	All IMC members
33.	<u>Conduct of Webinar.</u> Kakini Humanity Trust, New Delhi org a webinar on MHA / NCLEX for students of B Sc (Nursing) Fourth Year on 26 Nov 2022.	--	All IMC members
34.	<u>Lecture by Alumni.</u> Ms Beant Kaur, an alumni of the college (2005-09) conducted an online lecture for B Sc Fourth Year students on “Registration Process & Placement Opportunities in Ireland and Canada” on 29 Nov 2022.	--	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
35.	<u>Parents Teacher Meet (PTM).</u> Online PTM of B Sc (Nursing) First and Second Semester was conducted by the college on 02 Dec 2022. Prog and performance of all students was shared with the parents.	--	All IMC members
36.	<u>World Aids Day.</u> SNA, NSS and Red Cross Units of the college org the following activities on World Aids Day:- (a) Poster Making Competition - 01 Dec 2022. (b) Poster Exhibition & Health Edn Pgme for families at KK Vihar - 03 Dec 2022	--	All IMC members
37.	<u>Freshers' Day.</u> Freshers' Day was celebrated by the college on 06 Dec 2022 for the Semester-I students.	--	All IMC members
38.	<u>Oath Taking Ceremony.</u> Oath Taking Ceremony of 18 th batch of the college was held on 16 Dec 2022. Col Sheela S, Principal Matron, Military Hospital, Jalandhar Cantt was the Chief Guest.	--	All IMC members
39.	<u>Christmas Celebrations.</u> The Students Nurses Association of college organized and celebrated Christmas in the college on 23 Dec 2022, as part of the National Integration Campaign.	--	All IMC members
40.	<u>Army Attachment Camp.</u> Army Att Camp for Sr Wing Girls (NCC) was held at 18 SIKH wef 11 Jan to 22 Jan 2023. In addn to 13 students of this college, 76 students from other colleges attended the same and utilized the infrastructure of this college.	--	All IMC members
41.	<u>7th Tri Services Veterans Day.</u> On behalf of HQ Western Command, 7 th Tri Services Veterans day was celebrated on 14 Jan 2023 at 15 SIKH LI Ground. One faculty member and two students of this college est a kiosk and info about the AWES run Professional Colleges / ACN Jalandhar.	--	All IMC members
42.	<u>Convocation Ceremony.</u> 7 th Convocation Ceremony for the 10 th , 11 th , 12 th and 13 th batches which passed out from ACN during 2017 to 2020 was held in the college on 21 Jan 2023. Lt Gen Devendra Sharma, AVSM, SM, GOC, 11 Corps (Patron, ACN) was the Chief Guest. The event was also attended by sr offr in the Stn, Representative from Baba Farid University of Health Sciences, Faridkot, Principals of contemporary Nursing Colleges of Jalandhar and 64 alumni of these batches.	--	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
	The ceremony included Principal's Course Report, Graduation Ceremony, Award Ceremony and Group Photo. State Bank of India and City Book Shop, Amritsar had supported and sponsored the awards for distinctions.		
43.	<u>Alumni Meet.</u> An Alumni Meet of 'JACONites" was held in the college on 21 Jan 2023. Brig Prasad R Lele, Comdt MH (Director, ACN) and Col HS Phagura (Retd), Registrar ACN highlighted the role of alumni in the growth of ACN and urged them to contribute optimally in all-round development and growth of the college. The alumni also shared their experiences and motivated the juniors / students. The students presented a cultural event during the Alumni meet.	--	All IMC members
44.	<u>Visits.</u> (a) Lt Gen Vijay B Nair, SM, COS, HQ Western Comd vis the college on 14 Oct 2022 for conduct of Annual Adm & Tech Insp of the college. (b) Brig Sunita Sharma, Brig MNS, HQ Western Comd vis the college on 15 Oct 2022. (c) Maj Gen Vikas Saini, SM, VSM**, Chief of Staff, HQ 11 Corps (Chairman, ACN) vis the college on 13 Jan 2023.	--	All IMC members
45.	<u>Land Court Case.</u> The case for tfr / gifting of land by the other party is pending in the court of Civil Judge (Junior Division), Jalandhar, since 2014. The land to be transferred was found to have been mortgaged by the other party, after the decision of Lok Adalat on 30 Apr 2011 and is, therefore not encumbrance free. The same has thus become a liability. 12 hearings of the land court cases have been held, during the pd Jul 2022 to Jan 2023. During the hearing held on 11 Nov 2022, statement of Registrar, ACN was recorded. However, no further prog on the case has been held. During the hearing held on 06 Feb 2023, arguments were held. The next date of hearing in the case has now been fixed for 23 Feb 2023. <u>Decision.</u> After detailed discussions and deliberations, it was directed that status quo be maint and a legal opinion of Defence Counsel and Director (Legal), HQ AWES be sought to withdraw the cases, as the respondents have failed to provide encumbrance free land and resulted in delay for constr of the rear bdy wall	ACN Jalandhar	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
	and cost escalation, inspite of a Contempt of Court proceedings since Sep 2018.		
46.	<u>EPF Court Case.</u> Hearing of the EPF Court Case was scheduled at Punjab & Haryana High Court, Chandigarh on 18 Nov 2022. No proceedings have been held. Next date of hearing in the case has now been fixed for 23 Jul 2023. However, the judge has ordered that no more adjournments will be granted.	--	All IMC members
47.	<p><u>Rd Tfc Accidents.</u></p> <p>(a) No 14627661X Nb Sub Surendra Pal Singh (Retd), father of Ms Rashmi Singh, student of B Sc (Nursing) Second Semester of this college met with a Road Tfc Accident (RTA) on Village Sikhera-Bulandshahar Road, on 07 Oct 2022, while travelling on a motor cycle. Initial and detailed reports as required under the SOP on the subject were forwarded to higher HQ within laid down time schedule. The claim form for Continuing Education Benefit (CEB) has been submitted.</p> <p>(b) JC-594389x Sub Maj (Hony Capt) Khadim Hussain (Retd), father of Ms Zeenat Shaheen, student of B Sc (Nursing) Fourth Year was travelling in Tata Pickup vehicle bearing Regn No JK-12-5238 on 11 Nov 2022. The individual succumbed to his injuries, on the spot. Since, the student was in B Sc (Nursing) Fourth Year and relieved on 20 Dec 2002, she was unable to provide requisite documents for claim under CEB. Hence, no further action can be taken.</p> <p><u>Decision.</u> The Chairman directed that all possible help be extended to get the CEB claim passed by the insurance company and any other help reqd.</p>	ACN Jalandhar	All IMC members
48.	<u>Selection of Clinical Instructors.</u> A BOOs detailed by HQ 11 Corps assembled at this college on 29 Oct 2022 for selection of Clinical Instructors. During interview 08 candidates (including 04 reserve candidates) were recommended against six posts lying vacant. However, only four candidates have joined the college.	--	All IMC members
49.	<u>Selection of Associate Professors.</u> Interview for selection of 01 x Associate Prof and 02 x Assistant Profs was held in the college on 06 Jan 2023. BPs have been approved by the Patron, ACN (GOC, 11 Corps).	--	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
50.	<p><u>Annual Recognition : Academic Session 2022-23.</u> Indian Nursing Council, New Delhi had raised certain obsns for grant of annual recognition for Academic Session 2022-23 vide their letter dated 05 Dec 2022. The maj pt raised by them was defi of five faculty members. The obsns were rectified and based on compliance report submitted, INC has now given recognition for Academic Session 2022-23, vide their letter dated 10 Jan 2023. However, action for appt of faculty on term basis is being initiated.</p>	--	All IMC members
51.	<p><u>Placements : Academic Session 2021-22.</u> Placement Cell of the college had approached / invited 24 hospitals for conduct of placements of B Sc (Nursing) Fourth Year students of Academic Session 2021-22. The hospitals offering lesser salary against our benchmark were rejected and details of placement activities held successfully are attached as Appendix 'B'.</p> <p>The Director, ACN pointed out that there is a need to evolve a policy for conduct of placement sessions in the college, as majority of students appear in all the placement sessions and later do not join. This arrangement leads to a restd apch by the hospitals in next year for conduct of placement session. Brig Med, HQ 11 Corps too agreed to the point. Offg Brig A, HQ 11 Corps also recommended that an undertaking from students be obtained and they should not be allowed to appear in multiple placement sessions.</p> <p><u>Decision.</u> Based on the suggestions received from IMC members, the Chairman directed that an undertaking, as suggested be obtained from students for their participation in placement sessions / joining the hospital.</p>	--	All IMC members
52.	<p><u>Award of Contracts.</u> Following contracts have been awarded for a period of one year, from 01 Dec 2022 to 30 Nov 2023 :-</p> <p>(a) <u>Provn of Security Services.</u> The contract has been awarded to M/s Jagtar Singh Saran Security Services, Jalandhar @ ₹ 13,999/- per security guard (Total Rs 1,39,990/- per month for 10 security guards). As per the dirns of the COS, HQ Western Command during his vis to ACN dated 14 Oct 2022, trial for having a female security guard was carried out, but not found suitable due to time restrictions on their emp. Hence wef 01 Jan 2023, female security guard has been replaced with a male security guard.</p>		

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
	<p>(b) <u>Provn of Administrative Services / House Keeping Services.</u> The contract has been awarded to M/s Jagtar Singh Saran Security Services, Jalandhar @ ₹ 2,20,392/- per month for providing various administrative / house-keeping services (Total 15 pers).</p> <p>(c) <u>Running of Students Mess.</u> The contract for running of Students' Mess has been awarded to M/s Aggarwal Café & Caterers, Jalandhar Cantt @ ₹ 97.00 per student per day as against the pervious year rates of 82.50/- per student per day, with an improved menu. The comparison of mess charges for the last five years as well as latest menu was also informed to IMC. On being enquired by the Chairman that if periodicity of milk may be increased in the menu, it was informed by the Registrar that it will entail addl burden on students.</p> <p>It was informed by the Director, ACN that as per the dirns issued by higher HQ, reg checks will be carried out by MH Jalandhar Cantt and feedback recorded.</p> <p><u>Decision.</u> The Chairman directed that a wholesome and nutritious food be provided to students without any compromise in quality.</p>	ACN Jalandhar	All IMC members
53.	<p><u>Appt of Principal.</u> Appointment letter to Brig (Mrs) Punita Avnesh Sharma to join as Principal, ACN has been issued by HQ AWES on 02 Jan 2023. Principal (Designate) will join wef 15 Apr 2023. On being enquired by the Chairman, regarding if any confirmation has been recd, it was confirmed that the appt letter was issued after her concurrence.</p>	--	All IMC members
54.	<p><u>Instln of Hardware Firewall.</u> As per the dirns of COS, HQ Western Command Hardware Firewall has been installed in the college.</p>	--	All IMC members
55.	<p><u>Recommending Students of B Sc (Nursing) Fourth Year to Pursue M Sc (N) / MHA Programme at USA with scholarship from Kakini Building Humanity Trust.</u> Kakini Humanity Building Trust has instituted two scholarships annually (one each for ACN Jalandhar Cantt and AIN Guwahati) to pursue M Sc (Nursing) / Master in Health Administration (MHA) at Western University of Health Sciences and University of La Verne, (USA) respectively. Board Proceedings duly approved by the Patron (GOC, 11 Corps) and perused by the Chairman, BoA (COS, HQ Western Command) have been submitted to HQ AWES.</p>	--	All IMC members



<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>																
56.	<p><u>Payment of Annual Affiliation Fee to BFUHS, Faridkot.</u> The college has paid a sum of ₹ 3,83,500/- to university, as follows : -</p> <table border="0"> <tr> <td>(a)</td> <td>Annual Affiliation Fee</td> <td>-</td> <td>₹ 25,000/-</td> </tr> <tr> <td>(b)</td> <td>Annual Adm Expenses Fee-</td> <td></td> <td>₹ 3,00,000/-</td> </tr> <tr> <td>(c)</td> <td>GST @ 18%</td> <td>-</td> <td>₹ 58,500/-</td> </tr> <tr> <td></td> <td>Total</td> <td>-</td> <td>₹ 3,83,500/-</td> </tr> </table>	(a)	Annual Affiliation Fee	-	₹ 25,000/-	(b)	Annual Adm Expenses Fee-		₹ 3,00,000/-	(c)	GST @ 18%	-	₹ 58,500/-		Total	-	₹ 3,83,500/-	--	All IMC members
(a)	Annual Affiliation Fee	-	₹ 25,000/-																
(b)	Annual Adm Expenses Fee-		₹ 3,00,000/-																
(c)	GST @ 18%	-	₹ 58,500/-																
	Total	-	₹ 3,83,500/-																
57.	<p><u>Annual Insp Fee.</u> Annual Insp Fee of ₹ 1.18 lakh (incl GST @ 18%) is reqd to be deposited by 28 Feb 2023.</p>	--	All IMC members																
58.	<p><u>Applicability of GST on Fee to PNR.</u> As per the notification published by Punjab Nurses Registration Council, Mohali GST @ 18% has been made applicable of Annual Affiliation Fee and Registration Fee, wef 19 Jan 2023.</p>	--	All IMC members																
59.	<p><u>Upgradation of Internet Lease Line (ILL).</u> In the budget for FY 2023-24, provn of upgrading existing 100 mbps Internet Lease Line to 300 mbps was made. Due to change of configuration with introduction of 5G Internet, the proposal will be reviewed in next Financial Year.</p>	--	All IMC members																
60.	<p><u>Instln of Biometric Attendance Machines.</u> With a view to improving students security in the campus, biometric attendance machines have been installed as follows: -</p> <table border="0"> <tr> <td>(a)</td> <td>Hostel</td> <td>-</td> <td>Attendance.</td> </tr> <tr> <td>(b)</td> <td>Main Gate</td> <td>-</td> <td>With face recognition, for all types of outpass / leave/ vacations etc.</td> </tr> </table>	(a)	Hostel	-	Attendance.	(b)	Main Gate	-	With face recognition, for all types of outpass / leave/ vacations etc.	--	All IMC members								
(a)	Hostel	-	Attendance.																
(b)	Main Gate	-	With face recognition, for all types of outpass / leave/ vacations etc.																
61.	<p><u>Tfr of Funds.</u> As per para 24 of the SOP on Financial Management issued by HQ AWES, previous years' income over expenditure is to be transferred/credited in the College / Hostel Fund. Details of Income over expenditure for FY 2021-22 were also informed to the IMC. It was further info that Revenue Savings (Income over Expenditure) for the FY 2021-22 of ₹ 93,95,350/- and ₹ 12,00,454/- in Revenue Funds College and Hostel Accounts will be tfr to College and Hostel Fund respectively, as per policy in vogue.</p>	--	All IMC members																

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
62	<p><u>Tfr of Funds to Ex-Gratia Corpus.</u> HQ AWES had approved a lump sum payment of ₹ 3.00 lakh as Ex-Gratia with effect from 01 Jan 2018 as a welfare measure to next of kin (NOK) of the employees whose death occurs while on active employment with the AWES professional Colleges. As per the SOP, Ex-Gratia Corpus of ₹ 50 Lakh will be created by the college/institute by setting aside 1% of Annual Revenue Income. At present there is a bal of ₹ 17,18,885/- in Ex-Gratia Corpus head of Revenue Fund College account. The college has generated a revenue income of ₹ 2,65,92,714/- in the FY 2021-22 ie total income (₹ 3,46,02,337/-) less Bank Interest (₹ 80,09,623/-). Thus, an amt of ₹ 2,65,927/- ie 1% of Revenue Income is reqd to be tfr to Ex-Gratia Corpus head under Revenue Fund College Account. As per para 8 of AG's Branch letter No B/37900/CEA/38/AG/PS-3(B)/2016 (AWES) dt 31 Mar 2016, CFA for tfr of ₹ 2,65,927/- is Chairman, ACN (COS, HQ 11 Corps). Hence, a case file is being processed for obtaining approval of the CFA (Chairman, ACN) for tfr of ₹ 2,65,927/- to 'Ex-Gratia Corpus' under Revenue Fund College account.</p>		
63.	<p><u>Hiring of Accn for Hostel Complex.</u> During the AG's Annual Conf of Directors / Dean / Heads of Professional Colleges/ Institutes held on 29-30 2022, proposal for increase of seats in B Sc (Nursing) course from 60 to 100 was approved and was directed to explore possibility for hiring / lease of hostel accn for the increased str. The svy was carried out and since adequate accn is not available in single loc, the same was not recommended and feedback fwd to higher HQ.</p>		
<u>AGENDA PTS</u>			
64.	<p><u>Item I : Revision of Composition – Internal Quality Assurance Cell (IQAC).</u> During the IMC mtg held on 29 Dec 2020, the composition of IQAC was approved by the IMC. COS, HQ Western Command during his vis to ACN on 14 Oct 2022 had directed that more representation of stake holders (Students & Parents etc) be explored. Approval of IMC was recommended on suggested revised composition of IMC.</p> <p><u>Decision.</u> The IMC approved revised composition of IQAC, attached as Appendix 'C'.</p>	ACN Jalandhar	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
65.	<p><u>Item II : Merging of Bank Accounts.</u> The college is maint Savings Accounts in State Bank of India and ICICI Bank, for the following purposes : -</p> <p>(a) SBI - Payment of Salaries, Online Transaction Account etc.</p> <p>(b) ICICI - Online receipt of fee without any extra charges.</p> <p>Book Insp Team had suggested that possibility be explored for keeping bank accounts in one bank only.</p> <p><u>Justification of Savings Accounts in SBI & ICICI Bank.</u> Retention of both the bank accounts is better due to above purposes as well as payment of Govt dues (viz EPF, ESI, TDS, Professional Tax etc) is mandatorily to be made online via net banking. Moreover, only few banks are auth to collect payment of EPF & ESI including SBI, but excludes ICICI. The service offered by ICICI Bank on collection of fee is free of any bank charges to parents, whereas SBI is charging fee for the same. Having accts in two separate banks also provides security against any financial fraud as only a minimal balance is maint for the online transactions.</p> <p><u>Decision.</u> After detailed discussions and deliberations, the IMC approved 'status quo', as the services provided by both the banks are unique and best suited.</p>	ACN Jalandhar	All IMC members
66.	<p><u>Item III : Holidays for the Year 2023.</u> As per Article 162 of AWES Rules and Regulations, Apr 2009, holidays are reqd to be approved by the IMC. List of holidays for the year 2023 issued by Baba Farid University of Health Sciences, Faridkot is attached as Appendix 'D', incl two RH on the following days:-</p> <p>(a) First Parkash Utsav : - 16 Sep 2023. Sri Guru Granth Sahib Ji</p> <p>(b) Karva Chauth - 13 Oct 2022.</p> <p>Approval of IMC for observing the 25 x Gazetted Holidays and 02 x RH as above was recommended.</p> <p><u>Decision.</u> The IMC approved Gazetted / Restricted Holidays of ACN for the Calendar Year 2023.</p>	ACN Jalandhar	All IMC members

<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
67.	<p><u>Item IV : Waiving of Mess & NCC Charges - Ms Deepika Sharma.</u> Ms Deepika Sharma D/o Late Sub HD Sharma, student of B Sc (Nursing) Second Semester had lost both her parents in a rd accident on 23 Apr 2022. In order to ameliorate the financial hardships being faced by her, it is proposed to pay NCC charges and messing charges out of College Revenue Fund, as a welfare measure, as per details given below:-</p> <p>(a) NCC (for three years) - ₹ 7,500/-</p> <p>(b) Mess Charges</p> <p>(i) Jul to Nov 2022 @ - ₹ 12,375/- ₹ 2475 PM</p> <p>(ii) Dec 2022 & Jan 2023- ₹ 6,004/- @ ₹ 3007/- PM</p> <p>(iii) Messing charges for the remaining pd of the current mess contract (till 30 Nov 2023) will be paid to service provider, as per actuals on monthly basis.</p> <p>Sanction by IMC was recommended for waiving off the above charges in respect of Ms Deepika Sharma. In addn, a provn of free messing for such cases where the fee paying parents have unfortunately expired during the course of study at ACN, was also recommended to be incl in Terms and Conditions of Tender Docu for catering services in future.</p> <p><u>Decision.</u> The IMC accorded approval as per details given above. The Chairman, ACN further directed that in case the mess contractor fails to provide free food, the same be continued out of College Funds.</p>	ACN Jalandhar	All IMC members
68.	<p><u>Item V : Purchase of E-Rickshaw.</u> The state of vehs held by the college is as follows : -</p> <p>(a) 01 x Chevrolet Enjoy.</p> <p>(b) 01 x Maruti Ecko Van.</p> <p>(c) 02 x 40 Seater Buses.</p> <p>(d) 01 x 16 Seater Bus.</p> <p>(e) 01 x Motor Cycle.</p> <p>In order to curtail the rising expenditure on fuel, it was recommended that an e-rickshaw for local duties ie conveyance of sick report students to MH etc may be</p>		



<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
	<p>purchased. The anticipated expdr for the same will be ₹ Two Lakh. Sanction of IMC was recommended so that the amount is budgeted in next Financial Year and procured.</p> <p><u>Decision.</u> Provn for purchase of E-Rickshaw out of Revenue Fund College for FY 2023-24 was approved by the IMC.</p>	ACN Jalandhar	All IMC members
69.	<p><u>Item VI : Payment of DA & HRA to Regular Employees.</u> Office Supdt and Accountant were appointed on regular basis wef 01 Jun 2013, after due approval of HQ AWES vide their letter No B/45813/HC/AWES dated 10 Sep 2012. A salary revision in respect of regular employees of the college wef 01 Apr 2019 was carried out by HQ AWES vide their letter Nos B/45813/Pay/AWES dated 24 May 2019 and 18 Jul 2019. As per the dirns of HQ AWES, the salary revision was approved by the IMC during its mtg held on 19 Sep 2019, which was ratified by the Patron (GOC, 11 Corps), as per the procedure laid down by HQ AWES. The highlights of the salary revision in respect of regular employees of ACN carried out in Apr 2019 are as follows:-</p> <p>(a) Revision in salary of 02 x Regular/Permanent Employees (Office Superintendent and Accountant) with effect from 01 Apr 2019 by revising current salary by applying a factor of 2.25 to Basic Pay and Grade Pay segment in 6th Central Pay Commission (CPC) equivalence, of Central Govt.</p> <p>(b) Since, revised salary was linked to 6 CPC equivalence, HRA and DA as per rates of Central Govt were followed.</p> <p><u>Present Status.</u> Since revision of salary wef Apr 2019, the revision in DA rates as notified by the Govt of India (Central Govt), has been implemented / paid with due approval of the Director / Chairman. Based on revision of DA rates from 34% to 38% by Central Govt, a Min Sheet was processed by the college for implementation of the same. Based on the case processed, a clarification for grant of DA was asked from HQ Western Command vide HQ 11 Corps letter No 2501/ACN/Gen/AWES dated 25 Nov 2022. HQ Western Command vide their letter No 46353/ACN/AWES dated 30 Nov 2022 had clarified that DA & HRA to regular employees</p>		



<u>SR NO</u>	<u>MINS</u>	<u>ACTION</u>	<u>INFO</u>
	<p>will be admissible at the rates applicable to State Govt employees where the college is loc.</p> <p>It was also highlighted that AIL Mohali is also paying DA & HRA to its regular employees as per Central Govt Rates. Therefore, it was recommended that, a case be taken up with HQ Western Command to re-consider payment of DA & HRA to its regular employees as per Central Govt Rates ie at par with AIL Mohali as hither-to-fore and a uniform policy be evolved & implemented by all Professional Colleges under AWES.</p> <p>On being obtained the views by the Chairman, Brig Med HQ 11 Corps and Director ACN were of the opinion that since the decision has been given by HQ Western Command, which is as per AWES Rules, the same may be implemented.</p> <p>Decision. After detailed discussions, the Chairman directed that since AIL Mohali (which is also under HQ Western Command and loc in Punjab only) is paying DA & HRA as per Central Govt Rates, a case may be taken up ACN with HQ Western Command to reconsider their decision.</p>	ACN Jalandhar	All IMC members
70.	<p>Item VII : Ratification of Expenditure. The expenditure incurred by ACN from Jul to Dec 2022 as per details is attached at Appendix 'E' and ratification of the same by the IMC was recommended.</p> <p>Decision. The IMC reviewed and ratified the expdr, as per details given at Appendix 'E'.</p>	ACN Jalandhar	All IMC members
71.	<p>Item VIII : Review of Budget for FY 2022-23. Proposed Income / Expdr vis-à-vis actual as on 31 Dec 2022 and projected details for FY 2022-23 of ACN are attached as Appendix 'F'. The details of target achieved and action in hand to meet the budgeted details were also informed to IMC.</p> <p>Decision. The IMC reviewed the budget for FY 2022-23, as per details given at Appendix 'F'.</p>	ACN Jalandhar	All IMC members

72. **Suggestions from Parents.** On being invited suggestions from the parents, the parents expressed satisfaction on the infrastructure facilities being provided to students. However, it was suggested that provn of milk on payment basis to students be catered for.

73. **Closing Remarks of the Chairman.** The Chairman complimented Director, Offg Principal and Registrar on running the college efficiently. He also complimented the Placement Cell for ensuring 100% placements with opportunities in new hospitals every year. The Chairman issued the fwg dirns : -

(a) **Curriculum.** Nursing is clinical oriented course. Hence, emphasis be laid on Patient Care, Health Promotion and Clinical Prevention. Though, aspect of Patient Care is being ensured, aspect of Health Promotion and Clinical Prevention be incorporated in the curriculum. There is a need to motivate and encourage students to devote more time towards clinical trg.

(b) **Clinical Trg.** Besides conduct of Clinical Trg in MH Jalandhar and Command Hospital, Chandimandir, possibility be explored for exposure of the students in pvt sect hospitals.

(c) **Introduction of M Sc (Nursing).** IPA by the competent auth for introduction of M Sc (Nursing) has already been accorded. Thus, there is a need for timely initiation of selection process and appt of addl faculty / staff. Hence, adequate faculty with requisite qualification must be appt before the insp by regulatory bodies, to ensure timely commencement of session.

(d) **NCC.** NCC has its distinctive advantage. Hence, there is a need to promote the same among students so that all allotted seats are filled up.

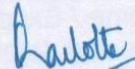
(e) **Discipline.** ACN being an AWES Institute, the high standard of discipline must be ensured and the cases of discipline be dealt strictly. Hence, all students to imbibe the best practices.

(f) **Conduct of Events.** Possibility be explored for org Convocation and Lamp Lighting Ceremony collectively, to reduce expdr as well as adm reqmts in conduct of various events.

74. **Vote of Thanks.** At the end, the Registrar expressed a sincere gratitude to Chairman, all IMC members including Parent Reps for sparing their time.

75. There being no other point, the mtg was declared closed.

Army College of Nursing
Deep Nagar
Jalandhar Cantt


(C Ranadive)
Offg Principal

2001/ACN/IMC/23/

14 Mar 2023

Distr : -

HQ 11 Corps A (C&W)
HQ 91 Sub Area

HQ 11 Corps (Med)
MH Jalandhar Cantt

HQ 11 Corps (AWES)
4011 Fd Hosp

Appendix 'A'

(Ref para 11 of Mins of IMC mtg
of ACN JRC held on 07 Feb 2023)

PROGREP : MINUTES OF COLLEGIATE MEET HELD ON 26 AUG 2023

Ser No	Pt	Progrep
1.	Introduction of M Sc (Nursing) wef 2024-25	Approval by the competent auth has been accorded.
2.	Increase in seats of B Sc (Nursing) wef 2024-25	S of C and reply to obsns raised by HQ AWES has been submitted. A DPR is reqd to be submitted, for which a consultant is reqd to be hired. Draft Tender Notice for the same has been processed on file.
3.	Reconsider introduction of BPT and B Pharma in 2026	Pt has been noted for compliance.
4.	Revision of Salary	Salary in respect of Clinical Instructors and Computer Instructor has been revised wef 01 Sep 2022. Since, the next salary revision is due in Apr 2023, S of C for revision in salary of faculty / staff (except Clinical Instructors) has been returned by HQ Western Command. The fresh proposal is now reqd to be submitted.



Principal
Army College of Nursing
Jalandhar Cantt

Appendix 'B'

(Ref para 51 of Mins of IMC mtg
of ACN JRC held on 07 Feb 2023)

DETAILS OF PLACEMENT ACTIVITIES - 2021-22 :
ARMY COLLEGE OF NURSING, JALANDHAR CANTT

Ser No	Name of the Hospital	Date	Appeared	Selected	Joined
1.	CK Birla Hospital, Gurugram	16 Sep 2022	53	38	07
2.	Rajiv Gandhi Cancer Hospital & Research Centre, New Delhi	18 & 19 Oct 2022	59	59	05
3.	Pushpawati Singhania Hospital & Research Centre, Saket, New Delhi	03 & 04 Nov 2022	55	55	14
4.	NIIMS, Greater Noida	24 Nov 2022	30	30	--
5.	Max Health Care, New Delhi	25 Nov 2022	29	29	--
6.	Noble Hospital, Pune	25 Nov 2022	04	04	03
7.	M/s Scribe EMR, Chandigarh (Medical Scribe Recruiter)	12 & 13 Dec 2022	17	08	02
8.	Sarvodaya Hospital, Gurugram	17 Dec 2022	30	30	28
9.	Seminar on opportunity of placements in UK and Japan, through Ministry of External Affairs org by Director AWPO, Jalandhar	13 Sep 2022	59	--	--
10.	Webinar on career opportunities for nursing professionals at Germany org by M/s Immersion Global, Noida	17 Sep 2022	59	--	--
11.	Webinar on MHA/NCLEX org by Kakini Humanity Trust, New Delhi	26 Nov 2022	59	--	--



Principal
Army College of Nursing
Jalandhar Cantt

Appendix 'C'

(Ref para 64 of Mins of IMC mtg
of ACN JRC held on 07 Feb 2023)

**REVISED COMPOSITION : INTERNAL QUALITY ASSURANCE CELL (IQAC) OF
ARMY COLLEGE OF NURSING, JALANDHAR CANTT**

1. Chairperson - Principal ACN.
2. Sr Adm Offr - Col HS Phagura (Retd), Registrar ACN.
3. IMC Rep - CO, 4011 Fd Hosp
4. Faculty Reps - Mrs C Ranadive, Vice Principal, ACN.
Mrs Priya Sharma, Assoc Prof
Ms Khushnasib Kaur, Asst Prof
Ms Apsra Kalsi, Clinical Instr
Ms Eliza, Clinical Instr
Ms Riya Sharma, Clinical Instr
5. Nominee Local Society - Dr (Mrs) Saksham Singh, Principal Army Public School, Jalandhar Cantt
6. Community Rep / Stake Holder - 04 x Parents (in stn)
7. Alumni - 02 x students from Alumni.
8. Students Rep - 02 students each from B Sc (N) Fourth and Third Yr
9. IQAC Coordinator - Mrs C Ranadive, Vice Principal, ACN



Principal
Army College of Nursing
Jalandhar Cantt

Appendix 'D'

(Ref para 51 of Mins of IMC mtg
of ACN JRC held on 07 Feb 2023)

**LIST OF GAZETTED HOLIDAYS NOTIFIED BY BABA FARID UNIVERSITY OF HEALTH
SCIENCES, FARIDKOT**

Ser No	Holiday	Date	Month	Day
1.	Republic Day	26	January	Wednesday
2.	Birthday Sri Guru Ravidas Ji	05	February	Sunday
3.	Maha Shivratri	18	February	Saturday
4.	Holi	08	March	Wednesday
5.	Martydom - S. Bhagat Singh, Sukhdev and Rajguru	23	March	Thursday
6.	Ram Navmi	30	March	Thursday
7.	Mahavir Jayanti	04	April	Tuesday
8.	Good Friday	07	April	Friday
9.	Birthday - Guru Nabha Das Ji	08	April	Saturday
10.	Baisakhi / Birthday Dr. BR Ambedkar	14	April	Friday
11.	Id-ul-Fittar / Bhagwan Parshu Ram Jayanti	22	April	Saturday
12.	Martyrdom Day Sri Guru Arjun Dev Ji	23	May	Tuesday
13.	Kabir Jayanti	04	June	Sunday
14.	Id-ul-Juha (Bakrid)	29	June	Thursday
15.	Independence Day	15	August	Tuesday
16.	Janam Ashtami	07	September	Thursday
17.	First Parkash Utsav - Sri Guru Granth Sahib Ji (RH)	16	September	Saturday
18.	Birthday Mahatma Gandhi Ji	02	October	Monday
19.	Maharaj Agarsen Jayanti	15	October	Sunday
20.	Dussehra	24	October	Tuesday
21.	Birthday Maharishi Valmiki Ji	28	October	Saturday
22.	Karva Chauth (RH)	01	November	Wednesday
23.	Diwali	12	November	Sunday
24.	Vishvakarma Day	13	November	Monday
25.	Gurupurab Sri Guru Nanak Dev Ji	27	November	Monday
26.	Martyrdom Day Sri Guru Teg Bahadur Ji	17	December	Sunday
27.	Christmas	25	December	Monday



Appendix 'E'

(Ref para 70 of Mins of IMC mtg
of ACN JRC held on 07 Feb 2023)

RATIFICATION OF EXPDR FOR THE PERIOD FROM JUL TO DEC 2022 :
ARMY COLLEGE OF NURSING, JALANDHAR CANTT

Sr No	Particulars	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Total
Revenue Fund - College								
1	Salaries, EPF & ESI	9,70,689	9,70,693	9,50,694	8,48,588	7,95,433	8,06,782	53,42,879
2	Adm Services	1,59,551	1,48,466	1,58,625	1,84,027	1,44,676	1,45,264	9,40,609
3	Security Services	77,838	77,838	77,838	77,838	77,838	77,838	4,67,028
4	Electricity Bill paid	91,747	1,73,372	1,12,219	1,24,043	81,617	94,514	6,77,512
5	Tele Bills	1,987	859	1,999	859	1,999	471	8,174
6	Vehicles Expdr							
	- Fuel	29,779	51,370	51,111	29,879	16,861	35,602	2,14,602
	- Repair/Maint	11,489	3,437	5,050	34,775	6,054	6,000	66,805
7	Generator Expdr							
	- Fuel	11,668	23,337	11,668	-	-	11,668	58,341
	- Repair/Maint	5,000	-	17,609	-	1,304	-	23,913
8	Repair/Maint - Building	-	-	1,600	2,232	3,900	-	7,732
9	Repair/Maint - Electrical	8,920	11,500	170	4,100	15,690	7,340	47,720
10	Repair/Maint - General	12,458	26,948	84,768	6,628	6,886	6,223	1,43,911
11	Repair/Maint - IT Eqpt / College Website	13,180	16,400	3,761	1,150	6,000	8,810	49,301
12	Printing & Stationery	14,625	-	4,900	-	-	34,095	53,620
13	Advertisements	71,612	11,760	-	-	8,194	-	91,566
14	Insurance of College Property	1,74,654	-	-	-	-	-	1,74,654
15	Library Expenses	2,853	-	190	-	9,892	-	12,935
16	TA/DA Paid	19,891	-	18,835	2,410	950	1,505	43,591
17	Training Related Expenses	3,100	59,000	47,184	-	-	-	1,09,284
18	Road Tax for buses	1,87,000	-	-	-	-	-	1,87,000
19	8 x new Air Conditioners for Class Rooms & fitting	4,12,000	10,325	-	-	-	-	4,22,325
20	Provn for Assets Replacement Fund	-	21,46,879	-	-	-	-	21,46,879
21	Audit Fee	-	10,000	-	-	-	-	10,000
22	Admission / Counselling Expenses	-	5,260	4,435	4,420	-	-	14,115
23	NCC Expenses	-	5,333	-	-	2,850	7,415	15,598
24	Expdr on ACN Raising Day celebrations	-	11,695	-	-	-	-	11,695
25	Insurance of Vehs	-	-	69,111	-	5,161	-	74,272
26	Exam Fee paid to University	-	-	3,500	-	2,10,000	-	2,13,500
27	Uniforms for Gp 'D' Emp	-	-	10,850	-	-	-	10,850
28	Expdr on Teacher's Day celebrations	-	-	16,800	-	-	-	16,800
29	Expdr on Diwali Celebrations	-	-	-	45,170	-	-	45,170
30	Purchase of one Mobile phone for official use	-	-	-	10,499	-	-	10,499
31	C/o Scanner for Computer Lab	-	-	-	35,000	-	-	35,000
32	Expdr on Tech Inspection	-	-	-	6,445	-	-	6,445
33	Diwali Bonus to Gp D Staff	-	-	-	6,000	-	-	6,000
34	Annual Fee to INC/PNRC/University	-	-	-	-	20,000	3,83,500	4,03,500
35	Biometric Attendance machines for students	-	-	-	-	17,100	-	17,100
36	Expdr on Electrical Audit	-	-	-	-	61,848	-	61,848
37	Updgradation of CCTV	-	-	-	-	-	47,686	47,686
38	Detailment of Faculty for Wksps	-	-	-	-	-	5,980	5,980
39	Expdr on Lamp Lighting Ceremony	-	-	-	-	-	8,140	8,140
40	Expdr on Fresher's Day	-	-	-	-	-	12,830	12,830
	Total	22,80,041	37,64,472	16,52,917	14,24,063	14,94,253	17,01,663	1,23,17,409
Revenue Fund - Hostel								
1	Pay & Allices	30,280	29,427	29,427	29,633	29,633	30,046	1,78,446
2	Adm Services	49,059	48,512	47,061	48,415	59,086	59,984	3,12,117
3	Security Services	38,919	38,919	38,919	38,919	38,919	38,919	2,33,514
4	Electricity & Water Bill	1,12,133	2,11,898	1,37,156	1,51,607	99,753	1,16,722	8,29,269
5	Generator Expdr							
	- Fuel	14,261	28,522	14,261	-	-	14,260	71,304
	- Repair/Maint	3,000	-	9,914	-	-	-	12,914
6	Repair/Maint - General	17,418	4,653	8,060	2,262	11,461	11,273	55,127
7	Repair/Maint - Bldg	-	-	27,515	6,700	4,000	-	38,215
8	Repair/Maint - Electrical	-	-	5,850	450	1,534	310	8,144
9	Purchase of Mess Items	6,820	-	-	17,600	-	-	24,420
10	Provision for Assets Replacement Fund	-	9,43,304	-	-	-	-	9,43,304
11	Purchase of 22 beds for students	-	-	39,600	-	-	-	39,600
12	Purchase for LED TVs	-	-	33,800	-	-	-	33,800
13	Replacement of Flush Tanks (100) in Toilets	-	-	43,500	-	-	-	43,500
	Total	2,71,890	13,05,235	4,35,063	2,95,586	2,44,386	2,71,514	28,23,674



Principal
Army College of Nursing
Jalandhar Cantt

Appendix 'F'

(Ref para 71 of Mins of IMC mtg
of ACN JRC held on 07 Feb 2023)

REVIEW OF BUDGET : FY 2022-23

Ser No	Revenue Fund	Budget	Income	Expdr	Surplus
1.	College	Budgeted	359.41	350.83	8.58
		Actual (As on 31 Dec 2022)	211.97	172.25	39.72
		Projected Till Mar 2023	339.40	247.10	92.30
2.	Hostel	Budgeted	65.91	61.84	4.07
		Actual (As on 31 Mar 2022)	35.91	40.12	-4.21
		Projected Till Mar 2023	63..18	57.08	6.10



Principal
Army College of Nursing
Jalandhar Cantt

**MINUTES OF ACAD MEET OF DIRS/HEADS OF PROFESSIONAL
COLLEGES /INSTTS : 23 NOV-24 NOV 2023**

1. Annual Acad Meet of Head of Professional Colleges/Instts-2023 was held in physical mode from 23-24 Nov 2023. The meet was conducted by AIMT, Greater Noida on behalf of AWES.

Participation

2. The said meeting was chaired by Lt Gen C Banshi Ponnappa, PVSM, AVSM, VSM, Adjutant General in virtual mode and attended by the following :-

- (a) Maj Gen P R Murali, VSM (Retd), MD AWES
- (b) Maj Gen Sumit Mehta, VSM, Chairman AIMT
- (c) Col SA Warty, Dir Colleges (HQ AWES)
- (d) Col Pritpal Chandel, Dir Projects (HQ AWES)
- (e) Dirs Comd AWES Cells (only three Comd i.e. HQ Southern Comd, HQ Eastern Comd and HQ Western Comd)
- (f) Col R S Yadav (Retd), Addl Dir (AWES), HQ Delhi Area
- (g) Head of all Colleges/Instts (12)

Welcome Address by Maj Gen Sumit Mehta, VSM

3. Chairman, AIMT welcomed all Heads of the Colleges/Instts on behalf of AG and MD AWES and conveyed appreciation for improvements in the academic standards and placements by all members. He emphasized to plan the implementation of NEP in AWES Colleges. The vision and mission statement should be adhered for getting the educational goal fulfilled. He highlighted the following course of action to be taken by the AWES Institutes :-

- (a) Set Best Practices.
- (b) Problem Solving and Critical Thinking.
- (c) Translating the Skill on Ground.
- (d) Innovative Pedagogy.
- (e) Institutional Governance.

Opening Address by AG (Online mode)

4. The opening address was given online by Lt Gen C Banshi Ponnappa, PVSM, AVSM, VSM, Adjutant General. He addressed the following points :-

- (a) The admission of all AWES Colleges are by and large very satisfactory except for AIFT, AIMT and AIE where seats are undescribed due to the reasons beyond their control.



Principal
Army College of Nursing
Jalandhar Cantt

- (b) Most of the Colleges are in good ranking at national level. He appreciated the management for their hard work and sincerity.
- (c) Students result of almost all Colleges are satisfactory. He congratulated the faculty members for their hard work and effort.
- (d) He emphasized on implementation of the perspective plan prepared by all colleges.
- (e) The curriculum, faculty and teaching-learning environment constitute the fundamental hallmarks of our academics. He emphasized on the importance of curriculum as per the industry norms by involving experts from the different domains.
- (f) The faculty is the bedrock of the teaching-learning environment. All Colleges have been requested to frame a proper appraisal system for the faculty to identify the training needs of the faculty members.
- (g) He appreciated AWES for inviting guest speakers for sharing their experiences and knowledge.

Pn by Heads of Colleges/Instts

5. Following aspects were covered by Heads of Colleges/Instts :-
- (a) Admission 2023-24 update.
 - (b) Perspective Plan 2023-24 and 2024-25 (Academics).
 - (c) Curriculum Enrichment.
 - (d) Contemporary Trends in Academics.
 - (e) Technology Aided Programmes.
 - (f) Faculty Empowerment Plan leading to Academic Excellence.
 - (g) Measures to improve placements incl placement record of last 5 years and No of companies added for campus placement with results thereon.
 - (h) Details of seminar/wksp held and feedback of students.
 - (j) Quantifiable Targets – Head of College & Registrars.
 - (k) Research Projects and students involvement.
 - (l) Measures to improve Academic Standards.



Principal
Army College of Nursing
Jalandhar Cantt

Highlights of Pn by Nominated Heads/Invited Experts. The presentation was chaired by MD AWES :-

6. **AIT Pune.** The Director highlighted the challenging global job situation, which may lead to decline in placements/average salaries, this academic year. The MD AWES acknowledged the same and recommended that avenues such as higher studies and entrepreneurship must be explored.

Directions by MD AWES. MD AWES appreciated the fact that AIT has been able to improve the last merit admitted despite increase in intake. He also mentioned that the autonomy proposal will be given a fresh look, while considering its pros and cons. He appreciated the conduct of co-curricular activities, especially hackathons and national competitions in curriculum enrichment and preparing a student for successful career.

7. **ACDS Secunderabad.** During the presentation, Principal, ACDS also suggested that PG courses can be started. He also suggested that simulators & soft skill training for students could be planned with expertise from ARTRAC/515 Base Workshop Secunderabad. **Directions by MD AWES.** MD AWES, directed that ACMS to tie up with ESI to incr its capacity.

8. **ACMS, Delhi Cantt.** Offg Dean, ACMS during her presentation besides the Academic updates, invited attention of the Chairman to the recent NMC Gazette Notification dated 16 Aug 2023 wrt annual admission not likely to be permitted beyond 150. She also approached the house on steps initiated to increase the capacity to 150 and then to 200 in a phased manner.

Directions by MD AWES. Since, construction involves central facilities like auditorium & labs MD AWES, opined that it would be prudent for ACMS to plan for development of infrastructure for 200 seats. He also suggested that ACMS should examine the feasibility to start an allied course like Bachelor of Physiotherapy or similar courses.

9. **ACN, Jalandhar.** Academic presentation was made by the principal. She discussed the progress on establishment of hostel to accommodate more nursing students in view of proposed increase of seats from 60 to 100 and increase of B.Sc.Nursing seats from 60 to 100.

Directions by MD AWES. A way to be found to accommodate students in other buildings or rental houses and process the file for increased intake of B. Sc. Nursing and M.Sc Nursing programme.

10. **AIM Kolkata.** Principal of AIM Kolkata during his presentation discussed following issues :-

(a) Expectations from faculty members must be more than simply teaching hours. Expectations must include Scopus or Web of Science publications/accreditation-related responsibilities/consulting/MDP/FDP etc. The fixing of responsibilities must be guided by the expectations that NAAC/NBA/NIRF etc place on institutions.

(b) MoUs among AWES institutions may be encouraged to meet NAAC/NBA requirements.

- (c) AWES may consider a branding activity of all AWES institutions centrally.

Directions by MD AWES. MD AWES agreed to all of the above suggestions and urged all institutions to consider relaxing rules, dismantling structures and giving more freedom to students. He urged that all institutions develop as centres of excellence. Dir Project brought out that AIM Kolkata is a private institution, and all statutory payment obligations such as property tax, and income tax must be paid ASAP.

11. **Presentation by AIMT Greater Noida.** Director AIMT presented academic presentation as per specified format.

(a) **Admission Status.** Director AIMT brought out the existing limitations due to the slow admission process of GGSIPU. The issue was discussed in detail within the house. Brig A Bhatt, Director AIT Pune brought out that AIT has won a legal battle with affiliating universities and has been able to control its admission and suggested that AIMT & AIE should take up the issue with GGSIPU. Principal AIL, Mohali also agreed to the idea.

(b) **Research, Innovation & Extension Activity.** Director, AIMT urged AWES to review the policy of incentives offered to faculty members towards publication and research paper and requested an upward revision of the financial reward.

Directions by MD AWES

(a) MD AWES appreciated the initiatives undertaken by AIMT to enhance skill training of students and asked the Director to continue the efforts with an aim to enhance the salary packages offered to students.

(b) MD, AWES asked Director, AIT to share details of their case with AIMT, AIE & AIL Mohali. He also asked Principal AIL Mohali to go through the existing practices and render advise to AIMT & AIE to overcome the admission procedure.

(c) MD AWES, asked Director Colleges to review the SOP on research grant.

12. **AIFD Bangalore.** Principal AIFD during his presentation brought out that after the introduction of OAT in 2020, admissions have reduced. Candidates for admission do not even attend the OAT at the specified centres as most of them are girls and they do not have the support of their family members to accompany them to the OAT centre. The competition from NIFT is stiff as it has 18 Institutes spread across the various parts of the country. Therefore, Principal, AIFD requested that the Modified WAT (Written Admission Test) be conducted at the APS of AWES in the place of OAT.

Directions by MD AWES. MD AWES remarked that the same will be examined in due course. He also emphasised the need to enhance scope of designing and carry out IPR of some of the designs created by students/faculty.

13. **AIE Greater Noida.** Principal AIE provided an overview of the current admission status at AIE. This included the number of enrolled students, Emphasis was placed on increasing the subscription of the seats. The presentation outlined the perspective plans of AIE, in line with the received guidelines from AWES. This section covered the strategic vision for the institution, incorporating aspects such as curriculum enhancements, faculty

development etc. Principal provided an update on the current placement status of AIE were discussed, highlighting initiatives and projects that AIE were discussing during academic session. This included expanding academic program after reapplication of the demand survey with received guidelines from the chairman AIE. The presentation on of quantifiable targets set by AIE. These targets could be achieved through goals and improvements in academic performance metrics. The commitment to achieving and exceeding these targets in collaboration with the entire AIE community.

Principal
Army College of Nursing
Jalandhar Cantt

Directions of MD, AWES. MD AWES emphasized the need for a demand survey to gauge interest in introducing graduation courses at AIE. After thorough discussion, it was unanimously decided to proceed with the demand survey to assess the interest of APS students in enrolling for graduation courses at AIE. The survey will specifically target APS students to understand their preferences, expectations, and their decision to pursue higher education/graduation at AIE. MD, AWES directed that features of AIE be highlighted in the demand survey. MD AWES also discussed the scope of ECCE program on which Principal AIE apprised that ECCE program is available in the form of MOOCs also and IGNOU is also offering this program. Further Principal also apprised that NCTE is not giving approval to the institutions for starting any new program of teacher education as NCTE has strategically planned to introduce ITEP program PAN India.

Talk by Guest Speakers

14. Leveraging the Indian National Education Policy (NEP) for transforming Technical Education by Prof Ajay Rana, Director General, Amity University, Greater Noida. He also suggested that AWES may make an integrated pitch for government grants for facilities such as scooty/laptop etc for students of all institutions. Incentives for research publication may be re-drafted in light of demands placed by NIRF/NAAC/NBA on institutions.

15. Empowering Institutional Autonomy, A deep dive into the National Education Policy (NEP) 2020 by Prof A Rizvi, Professor of Leadership & Change Management, International Management Institute, New Delhi.

16. **Open House Discussion.** The following points were discussed :-

(a) **Point by Director AIMT.** All Colleges/Institutes to develop a pool of faculty to help each other as per their domain and core competency. These faculty should be utilized for E-learning among students of different institutes.

(b) **Point by Col SA Warty, Director (Colleges) HQ AWES.** Cases of salary revision of contractual staff are being processed on priority and likely to be resolved shortly. In case some colleges feel an urgency in providing relief, case for interim relief may be fwd.

(c) **Point by Principal AIM, Kolkata.** AWES may procure plagiarism software centrally and grant log in rights to various institutions. AIT has rendered help to other institutions on designing of respective websites.

Principal
Army College of Nursing
Jalandhar Cantt

(d) Offg Dean, ACMS clarified that since BHDC was conducting the Diplome of National Board (DNB) programme by National Board of Examination (NBE), we cannot start MD/MS in ACMS as two postgraduate streams cannot run currently in ACMS & BHDC.

17. **Closing Address by MD, AWES.** During the closing address, MD AWES highlighted the following points :-

- (a) Emphasis needs to be given on peer learning.
- (b) All Institutes must make concerted efforts to make the campus Multidisciplinary in line with NEP 2020.
- (c) **Life / Soft Skills.** If possible, make some good elective subjects or make some certificate courses focusing on life /soft skills.
- (d) **Legal Cases.** MD AWES instructed that as there are legal cases filed and going on against AWES and other institutions. The two Law Colleges can help in examining the cases and rendering advice so as to decide further strategy in resolving the cases.
- (e) **Interactive Website.** MD AWES advised all colleges to make their websites more interactive so as to increase footfalls and number of visitors. Assistance of AIT can be sought for the same.
- (f) MD AWES directed AIE and AIMT to explore any opportunity of starting own institutional entrance examination for admissions in both institutions.

Conclusion

18. MD AWES reiterated that the Colleges are doing an excellent job and the same has been acknowledged and complimented by everyone. He thanked all present for their contribution.

Prog Rep

19. Colleges/Instts and AWES Cells at HQs Comd are requested to follow-up and process action pts, as applicable. A Quarterly prog report on the same be resubmitted by 15 Dec 23, 15, Mar, 15 Jun and 15 Sep, till completion of the action.

20. Please ack.

File No : B/45840/ACAD Meet/AWES

Army Welfare Education Society (AWES)
Building No 202, Shankar Vihar
Delhi Cantonment
New Delhi-110010


(SA Warty)
Col (Retd)
Director Colleges
For Managing Director

Distr 25 Dec 23

List A, B, D & E


Principal
Army College of Nursing
Jalandhar Cantt