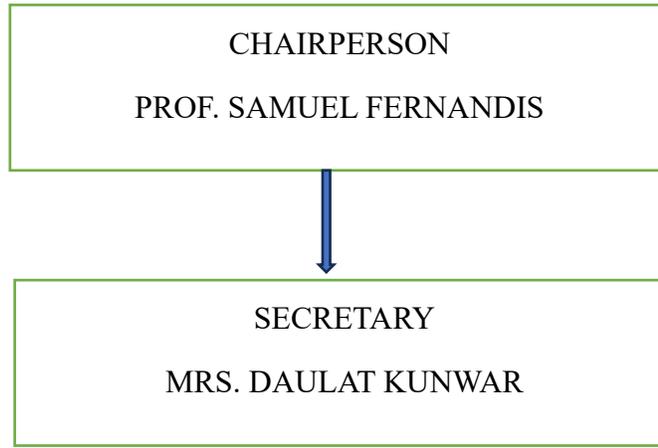




# SANDRA SHROFF COLLEGE OF NURSING

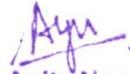
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## ANTI- RAGGING COMMITTEE



### MEMBERS

Mrs. Poonam Patel  
Mrs. Chaitali Patel  
Mrs. Ashvini Poghe

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI

### ANTI RAGGING COMMITTEE

#### MINUTES OF MEETING

##### Agenda of meeting

To discuss the online anti-ragging affidavit filing procedure for new batches of B.Sc. Nursing students.

Chairperson:

Prof. Mr. Samuel Fernandes (M.Sc. Nursing), Principal

Secretary:

Mrs. Daulat Kunwar

Members:

- Mrs. Chaitali Patel
- Mrs. Ashwini Poghe
- Mrs. Poonam Patel

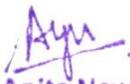
Date: 11/01/2025

Time: 11:00 AM to 12:00 PM

Venue: Multipurpose Hall

#### Minutes

1. The new batches were introduced to the Anti-Ragging Committee members.
2. Students and parents were informed about the process of online anti-ragging affidavit filing.
3. Guidance regarding affidavit filing was provided by the Anti-Ragging Secretary and class coordinators.
4. Monthly feedback from individual batches will be recorded in the Anti-Ragging Register.
5. Enrolment numbers and online anti-ragging details of individual students will be maintained by the respective class coordinators.

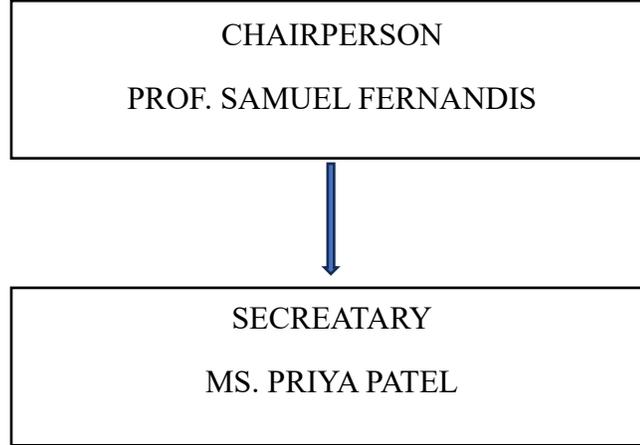
  
Dr. Anita Nawale  
I/C. Principal  
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## HOSTEL COMMITTEE



### MEMBERS:

Dr. Anita Nawale  
Prof. J.M Silja  
Mrs. Sheba joverse  
Mrs. Mayuri Patel

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI

### HOSTEL COMMITTEE

#### MINUTES OF MEETING

Date: 7/04/2025

Time: 5:15 Pm

#### Agenda of Meeting

- Discussion regarding food

On 07/04/2025 at around 5:15 PM, a meeting was conducted to discuss issues related to mess food. Students complained that the food served in the hostel was not satisfactory. After discussion, it was decided by Dr. Anita Nawale Ma'am that the food menu needs to be changed.

Mam has advised the students about cleaning and maintenance of their room and cupboard.

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI

### HOSTEL COMMITTEE

#### MINUTES OF MEETING

Date: 19/05/2025

Time : 4:00pm

Venue: Vice Principal Office, SSCN, Vapi

Agenda :

- Discuss about the workload distribution
- Planning of vacation

Members :

Dr. Anita Nawale

Mrs. Alka desai

Ms. Priya Patel

Mrs. Nainaben Patel

Mrs. Heenaben Halpati

Mrs. Dimple Patel

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI

### HOSTEL COMMITTEE

#### MINUTES OF MEETING

Date: 31/01/2025

Time: 5:15 pm

Venue: Multipurpose hall

Agenda: Food and cleanliness

The meeting was started around 5:15 pm in the multipurpose hall to discuss issues related to hostel stay and cleanliness. Students submitted complaints to the Principal regarding the quality of mess food and improper cleaning of plates. Other related problems were also discussed during the meeting.

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI

### HOSTEL COMMITTEE

#### CIRCULAR

Date:10/06/2025

Time: 5:15 pm

Venue: Multipurpose Hall

The following members are requested to attend the meeting

1. Dr. Anita Nawale
2. Mrs. Daulat kuwar
3. Ms. Priya Patel

Agenda: To discuss regarding the hostel rules and regulation.

This is to inform all hostel residents that a meeting will be held to discuss the rules and regulations related to hostel and mess facilities. Matters concerning hostel stay, cleanliness, and mess services will be discussed.

Your presence and active participation are highly encouraged, as we aim to maintain a comfortable, clean, and disciplined environment for everyone. This meeting will also provide an opportunity to share your suggestions and contribute to the improvement of mess services.

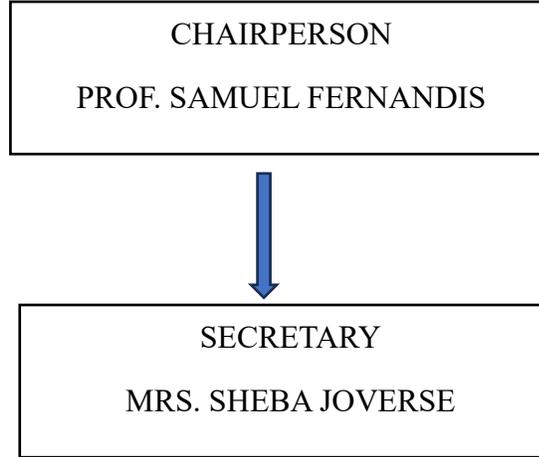
  
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## IQAC CELL



### **MEMBERS:**

Dr. S.S. Singh  
Mrs. Achala Joshi  
Dr. Priyakant Ved  
Mrs. J.M.Silja  
Mrs. Mayuri Patel  
Mrs. Divya Pancholi

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## IQAC COMMITTEE MINUTES OF MEETINGS



SANDRA SHROFF COLLEGE OF NURSING, VAPI

IQAC MEETING CIRCULAR 2024-25

SSCN/10/11/2024

Date: 29<sup>th</sup> Nov2024

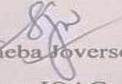
All IQAC members are hereby informed that a meeting of the Internal Quality Assurance Cell (IQAC) is scheduled as per the following details:

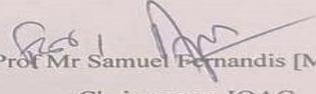
- Date: 10<sup>th</sup> Dec 2024
- Time: 10am
- Venue: Conference Hall, SSCN

**Agenda:**

- Updation in Teaching Learning and evaluation.

You are requested to make it convenient to attend the meeting.

  
Mrs Sheba Joverse  
Secretary, IQAC  
SSCN, Vapi

  
Prof Mr Samuel Fernandes [MSc.N]  
Chairperson, IQAC  
SSCN, Vapi  
Principal  
Sandra Shroff College of Nursing



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SANDRA SHROFF COLLEGE OF NURSING, VAPI

## IQAC MEETING CIRCULAR 2024-25

SSCN/IQAC/2024

Date: 29<sup>th</sup> Nov2024

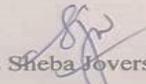
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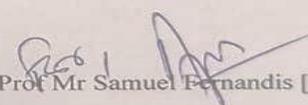
- Date: 10<sup>th</sup> Dec 2024
- Time: 10am
- Venue: Conference Hall, SSCN

### Agenda:

- Updation in Teaching Learning and evaluation.

You are requested to make it convenient to attend the meeting.

  
Mrs Sheba Joverse  
Secretary, IQAC  
SSCN, Vapi

  
Prof Mr Samuel Bernardis [MSc.N]  
Chairperson, IQAC  
SSCN, Vapi  
Principal  
Sandra Shroff College of Nursing



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI

### IQAC MEETING MINUTES 2024-25

**Date of Meeting:** 10<sup>th</sup> Dec 2024

**Time:** 10am

**Venue:** Conference Hall, SSCN

**Chairperson:** Prof Mr Samuel Fernandis

**Members Present:**

Dr Anita Nawale 

Prof Mrs J M Silja

Mrs Sheba Joverse 

Mrs Divya Pancholi 

**Agenda:**

- Review of Previous Minutes on Faculty Development in Research Activities.
- Updation in Teaching Learning and Evaluation

The meeting was headed by the chairperson, Prof Mr Samuel Fernandis, Principal SSCN, Vapi.

Chairperson welcomed members and stated the meeting agenda: focusing on review of previous minutes and teaching-learning enhancements, evaluation reforms, and action steps.

**Review of Previous Minutes on Faculty Development in Research Activities on 29<sup>th</sup> July**

**Action taken:**

Every department had to submit one departmental research proposal. The presentation of the same is scheduled on 20<sup>th</sup> December.

Faculty members to document student guidance and submit to Research Cell. Each faculty are assigned with a group of B.Sc and GNM students for guiding the research project. The faculty play an important role from the identification of problem to dissemination of the findings.

An international conference on research -Evidence based clinical practice is planned to be organised by 3<sup>rd</sup> week of January 2025.



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The faculty will be organising a webinar on practical aspects of research focusing on the need of graduate and post graduate students by May-June 2025.

## Updation in Teaching Learning and Evaluation

Assess the learning level of the students and identify advance and slow learners. Prepare criteria for identifying advance and slow learners. Provide activities for both groups, prepare a register for documentation. Prepare SOPs for advance and slow learners.

Need to use new methods of teaching like story-telling, case scenario, simulations, virtual reality.

Presentation of internal and external marks in graphical format.

Preparation of google form for subject, course and teacher evaluation and student satisfaction survey.

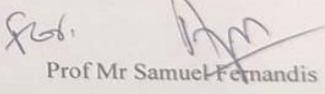
SOPs for admission and student feedback to be prepared.

Class wise mentor mentee list to be prepared.

Each batchwise course evaluation to be prepared.

The meeting concluded with a vote of thanks to the chairperson and all members. Meeting minutes were recorded by the secretary.

  
Mrs. Sheba Joverse  
IQAC Secretary

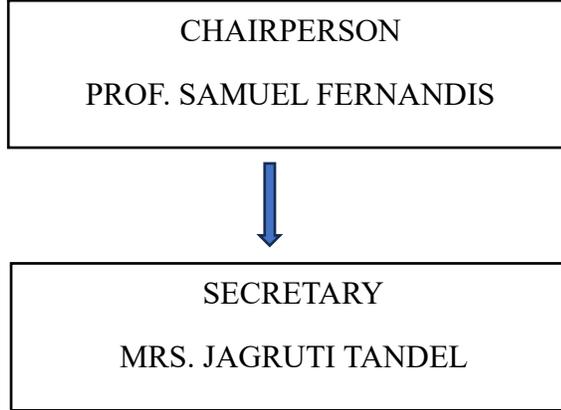
  
Prof. Mr. Samuel Fernandes  
IQAC Chairperson  
Principal  
Sandra Shroff College of Nursing



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## GRIVENCE COMMITTEE



### **MEMBERS:**

Prof. J.M Silja  
Mrs. Mayuri Patel  
Mrs. Divya Pancholi  
Mrs. Chaitali Patel  
Mrs. Poonam Patel  
Ms. Simran Shaikh  
Mrs. Swati Mistry  
Ms. Darshana Gavli  
Mrs. Daulat Kuwar

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## CIRCULAR

This is to inform you all kindly attend a meeting on 20<sup>th</sup> august, 2024 at 3 pm in conference room for the grievances of students for academic year 2023 - 2024

**Agenda:** Students facing difficulties in academics

### Grievance committee members:

**Chairperson:** Prof. Mr. Samuel Fernandis MSc (N), Principal, SSCN

**Secretary:** Mrs. Jagruti Tandel, Nursing Tutor, SSCN

**Academic Coordinator :** Dr. Anita Nawale, Vice principal, SSCN

**Programme Coordinator :** Prof. Mrs. J.M.Silja, SSCN

**Programme Coordinator :** Mrs. Daulat Kulkar, Nursing Tutor, SSCN

### Committee members:

Mrs. Sheba Joverse

Mrs. Suparna Chakraborty

Mrs. Chaitali Patel

Mrs. Ashwini Poghe

Mrs. Poonam Patel

Mrs. Swati Mistry

Ms. Brijal Patel

Mrs. Sheetal M.K

Ms. Drashti Patel

Mrs. Sangita Kansara

Ms. Nirali Desai

Signature of Principal

Prof. Mr. Samuel Fernandis MSc (N)



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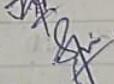
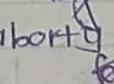
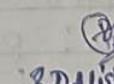
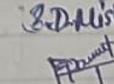
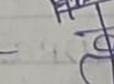
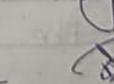
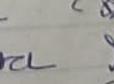
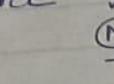
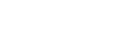
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## GRIEVANCES CELL MEETING

On 20th August, 2024 grievance cell meeting organized for Exam going batch M.sc Nursing students, B.sc Nursing students and GNM students to understand the grievances facing by students in regard to syllabus completion, attendance, completion of assignments for internal assessment, Rules & regulation maintain during examination.

On 20th August, 2024 grievance cell meeting started at conference hall of the Sandra Shroff college of nursing at 03:10 pm, where Prof. Mr. Samuel Fernandes M.sc (N) chairperson of the committee address the students about grievance cell.

### Present committee members:

1. Prof. Mrs Samuel Fernandes M.sc (N) 
2. Dr. Anita Nawale 
3. Prof. J. M. Silva 
4. Mrs. Sheba Joverse 
5. Mrs. Suparna Chakraborty 
6. Mrs. Chaitali Patel 
7. Mrs. Ashwini Poghe 
8. Mrs. Poonam Patel 
9. Mrs. Sachi Mistry 
10. Ms. Bijal Patel 
11. Mrs. Jagruti Tandel 
12. Mrs. Sheetal M.K 
13. Ms. Drashti Patel 
14. Mrs. Sangita Kansara 
15. Ms. Nitali Desai 

Principal  
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## Present class representative:

- |                     |        |
|---------------------|--------|
| 1. Monali Patel     | (New)  |
| 2. Mahapatta Anushi |        |
| 3. Sklami Arjun     |        |
| 4. Mishra Jyoti     |        |
| 5. Abhisai          |        |
| 6. Dahal Simran     | Simran |
| 7. Pimple Varad     | Varad  |
| 8. Muneshwar Anjali | Anjali |
| 9. Mahima Singh     | Mahima |
| 10. Sweta Singh     | Sweta  |
| 11. Piyal Singh     | Piyal  |

## 2<sup>ND</sup> SEMESTER (1<sup>ST</sup> YEAR B.Sc NURSING)

Grievances of the class:

1. They are facing difficulties in FOM-I subject (few topics)

Action plan: revision for that difficult few topics.

## 3<sup>RD</sup> SEMESTER (2<sup>ND</sup> YEAR B.Sc NURSING)

Grievances of the class:

1. They are facing difficulties in AHN-I subject (few topics).

Action plan: revision for that difficult few topics.

## 3<sup>RD</sup> YEAR B.Sc NURSING (6<sup>TH</sup> SEMESTER)

Grievances of the class: No grievances.



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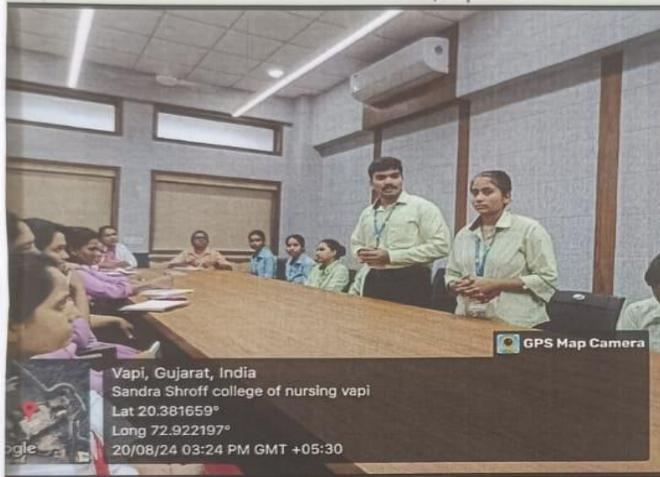
1ST YEAR ANM  
Grievances of the class: No grievances.

2ND YEAR ANM  
Grievances of the class: No grievances.

1ST YEAR MSc NURSING  
Grievances of the class:  
1. They are facing difficulties in inferential statistics.

Action plan: Revision for that difficult few topics.

Principal  
Sandra Shroff College of Nursing





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## GRIEVANCES CELL MEETING

On 31st January, 2025 grievance cell meeting organized for Exerm going batch 4th year B.Sc. Nursing students & 2nd year GNM students. to understand the grievances facing by students in regard to syllabus-completion, attendance, completion of assignments for Internal assessment. Rules & Regulation maintain during examination.

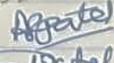
On 31st January, 2025 grievance cell meeting started at Multipurpose hall of the Sandra Shroff college of Nursing, Vapi at 03:30 pm, where prof. Mr. Samuel Fernandes M.Sc (N) - chairperson of the committee address the students about grievance cell.

present committee members:

1. prof. Mr. Samuel Fernandes M.Sc (N) 
2. Dr. Anita Naware 
3. prof. Mrs. J. M. Silva 
4. Mrs. Hetal Patel 
5. Mrs. Darshana Gavli 
6. Mrs. Jagruti S. Tandel 

Principal  
Sandra Shroff College of Nursi

present class representative:

1. Reethod Jemin 
2. Patel Akansha 
3. Patel Arjavi 
4. Patel Priya K. 



# SANDRA SHROFF COLLEGE OF NURSING

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4<sup>TH</sup> YEAR B.Sc. NURSING  
Grievances of the class: No grievances.

3<sup>RD</sup> YEAR GNM  
Grievances of the class: No grievances.





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## CIRCULAR

This is to inform you all kindly attend a meeting on 4<sup>th</sup> March, 2025 at 3 pm in Multipurpose Hall for the grievances of students for academic year 2024 - 2025

**Agenda:** Students facing difficulties in academics

**Grievance committee members:**

**Chairperson:** Prof. Mr. Samuel Fernandis MSc (N), Principal, SSCN

**Secretary:** Class Coordinator of 3<sup>rd</sup>, 4<sup>th</sup> and 6<sup>th</sup> semester (B Sc Nursing), SSCN

**Academic Coordinator :** Dr. Anita Nawale, Vice principal, SSCN

**Programme Coordinator :** Mrs Mayuri Patel, Associated Professor SSCN

**Subject In charge of each Subject :**

Prof. Mrs J M Silja  
Mrs. Chaitali Patel  
Mrs Poonam Patel  
Ms. Brijal Patel  
Mrs Pinal Patel  
Ms Simran Shaik  
Mrs Jagruti Patel  
Mrs. Sheetal M.K  
Mrs. Sangita Kansara  
Ms Anju Patel  
Mrs. Divya Panholi

Signature of Principal

Prof. Mr. Samuel Fernandis MSc (N)



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## 8<sup>RD</sup> SEMESTER

Grievances of the class: They are facing difficulty in few topics of Microbiology. (Aptitude) & genetics. They requested for evening study block.

### Action plan:

Revision has planned by subject Incharge & coordinator for that few difficult topics.





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## CIRCULAR

This is to inform you all kindly attend a meeting on 20<sup>th</sup> March, 2025 at 3 pm in multipurpose hall for the grievances of students of 1<sup>st</sup> year BSc Nursing – 1<sup>st</sup> semester

**Agenda:** Students facing difficulties in academics

### Grievance committee members:

**Chairperson:** Prof. Mr. Samuel Fernandis MSc (N), Principal, SSCN

**Secretary:** Mrs. Jagruti Tandel, Nursing Tutor, SSCN

**Academic Coordinator :** Dr. Anita Nawale, Vice principal, SSCN

**Programme Coordinator :** Mrs. Mayuri patel, SSCN

### Committee members:

Mrs. Divya Pancholi

Ms. Simran shaikh

Mrs. Sheetal M K

Ms. Nirali Desai

Ms. Anju Gavit

Signature of Principal

Prof. Mr. Samuel Fernandis MSc (N)

Principal  
Sandra Shroff College of Nursing



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## GRIEVANCE CELL MEETING

On 20<sup>th</sup> March, 2025 grievance cell meeting organised for Exam going batch 1<sup>st</sup> semester - 1<sup>st</sup> year B.Sc Nursing to understand the grievances facing by students in regards to syllabus completion, attendance, completion of assignments, rules & regulation maintain during examination.

On 20<sup>th</sup> March, 2025 grievance cell - meeting started at multipurpose hall of the Sandra Shroff College of Nursing, Vapi at 3:00 pm.

### Committee Members:

Chairperson: Prof. Mr. Samuel Fernandes  
M.Sc (N) [on leave]

Secretary: Mrs. Jagruti S. Tandel

### Present Committee Members:

Academic Co-ordinator: Dr. Anika Nawale

Program Co-ordinator: Mrs. Mayuri Patel

Mrs. Dixya Panchali

Mrs. Hetal Patel

Mrs. Daulat Kwar

Mrs. Sheetal M K

Mrs. Nirali Desai

Mrs. Anji Gavit

Mrs. Mamta Godara

### Present Class Representative:

Mrs. Jaini Patel

Mr. Sachin Saji Joseph



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## Grievances of the class:

1. They are requesting to provide Lunch break from 1 to 2 pm instead of 12 to 1 pm.

Action plan: Lunch break implemented 1 to 2

2. They are requesting to give Holiday on 2nd & 4th Saturday.

Action plan: As 1st semester university examination is there & during this period revision block is planned, so we are not able to consider it.

3. They are requesting to provide notes of sociology & psychology subject in simplified manner.

Action plan: students are encourage to prepare notes in simplified manner by following the notes, which are provided by subject teachers.

4. Classroom chairs are broken (desk).

Action plan: chairs will be repair (desk),



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Principal  
Sandra Shroff College of Nursing



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## CIRCULAR

This is to inform you all kindly attend a meeting on 12<sup>th</sup> August, 2025 at 3 pm in multipurpose hall for the grievances of students of MSc Nursing students, BSc Nursing students and GNM Students.

**Agenda:** Students facing difficulties in academics

**Grievance committee members:**

**Chairperson:** Dr. Anita Nawal, Incharge Principal, SSCN

**Secretary:** Mrs. Jagruti Tandel, Nursing Tutor, SSCN

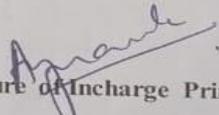
**Committee members:**

Mrs. Chaitali patel

Mrs. Darshana Gavli

Ms. Simran shaikh

Mrs. Damini patel

  
Signature of Incharge Principal

Dr. Anita Nawale

IN CHARGE PRINCIPAL

SANDRA SHROFF COLLEGE OF NURSING, VAPI



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## GRIEVANCE CELL MEETING

On 12<sup>th</sup> August, 2025 grievance cell meeting organised for Exam going batch to understand the grievances facing by students. Meeting was started by 8:25 pm at conference room of Sandra shroff college of Nursing Vapi.

### Committee Members:

Chairperson : Dr. Aniket Navale,

Incharge principal, SSCN, Vapi

Secretary : Mrs. Jagnu S. Tandel

Nursing Tutor, SSCN, Vapi.

### Committee members present:

Ms. Simran Shaikh

Ms. Damini Patel

### Present class representative:

Mr. Sachin Saji Joseph

Ms. Komal Sharma

Ms. Jiya Mishra

Mr. Arjun Saxani

Ms. Isha Noorani

Ms. Pooja Singh

Ms. Nihar Rajwadi

Mr. Preetam

Ms. Kingal Mahjivanshi

Ms. Mansi Patel

### Faculty members present:

Ms. Brijal Patel

Mrs. Nirali Desai

Ms. Ketika Patel



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## DISCIPLINE COMMITTEE

CHAIRPERSON  
PROF. SAMUEL FERNANDIS



SECRETARY  
MRS. MAYURI PATEL

### **MEMBERS:**

Mrs. Darshana Gavli

Mrs. Jagruti Tandel



# SANDRA SHROFF COLLEGE OF NURSING

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Date: 03/09/2024

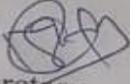
## Circular

The following members are called for discipline meeting on 4<sup>th</sup> September 2024 at 10noon.

1. Prof. Mr. Samuel Fernandis
2. Dr. Anita Nawale
3. Prof. Mrs. J. M. Silja
4. Mrs. Mayuri Patel 
5. Mrs. Sheba Joverse
6. Mrs. Suparna Chokroberty
7. Mrs. Divya Pancholi
8. Mrs. Chaitali Patel
9. Mrs. Ashwini Poghe
10. Mrs. Daulat Kuwar
11. Mrs. Darshna Gavli

### ❖ Agenda

1. Rules for GNM & University exam

  
Secretary  
Mrs. Mayuri Patel  
Asso. Professor  
SSCN, Vapi

  
Principal  
Prof. Mr. Samuel Fernandis  
SSCN, Vapi



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI DISCIPLINE COMMITTEE

A meeting was conducted on 4th September 2024 at 10:00 a.m.

### Agenda of the Meeting:

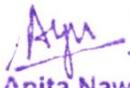
1. GNM Final Examination Centre
2. Conduct of Examination
3. University Examination of VNSGU

As per the above agenda, the institute has been allotted as an examination centre for the GNM Council Examination. Therefore, the following rules and instructions were decided to be implemented for all students appearing for the examination:

1. All students must be properly checked before entering the examination hall.
2. Hall ticket and identity card must be verified before entering the college premises.
3. Strict action will be taken against any student found involved in misconduct during the examination.
4. Mobile phones are strictly prohibited inside the examination hall for students as well as supervisors.
5. All records must be properly maintained and all procedures must be followed as per the guidelines.
6. All rules and regulations as guided by the Gujarat Nursing Council shall be strictly followed.

### Members Present in the Meeting:

1. Prof. Mr. Samuel Fernandes
2. Dr. Anita Naackle
3. Prof. Mrs. Silya
4. Mrs. Mayuri Patel
5. Mrs. Sheba Jones
6. Mrs. Suparna Choksey
7. Mrs. Divya Panchal
8. Mrs. Chaitali Patel
9. Mrs. Ashwini Poghe
10. Mrs. Daulat Kusher
11. Mrs. Darshana Gavli

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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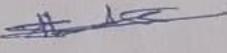
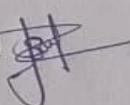


## SANDRA SHROFF COLLEGE OF NURSING, VAPI DISCIPLINE COMMITTEE

DATE: -04/01/2025

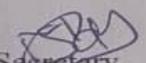
### CIRCULAR

The following members are called for the discipline meeting on 06/01/2025 at 10:30am.

1. Prof. Samuel Fernandis 
2. Dr. Anita Nawale 
3. Mrs. Mayuri Patel 
4. Mrs. Darshana Gavli
5. Ms. Brijal Patel
6. Mrs. Jagruti Tandel 

### AGENDA

1. To updated rules & regulations for the students.

  
Secretary

Mrs. Mayuri Patel  
Asso. Professor  
SSCN, Vapi

  
Principal

Prof. Samuel Fernandis  
SSCN, Vapi



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI DISCIPLINE COMMITTEE

### MINUTES OF MEETING

On January 6<sup>th</sup> 2025 the disciplinary committee meeting was held by principal sir Mr. Prof. Samuel Fernandis & Vice principal mam Dr. Anita Nawale with discipline committee.

Meeting started around 10:30 am in Principal sir's office.

#### Agenda of meeting

- Update the rules and regulation for students

The following points were discussed and update rules.

#### A) College discipline

Classroom cleanliness & etiquettes

Grooming

Punctuality

Absenteeism

Assignments

Forgery sign of teachers

Mass bunk

Discipline in examination

#### B) Clinicals

Grooming

Assignments

Log book completion

Make up duty

Punctuality

Absenteeism

Rules and regulation has seen updated & attached with meeting of meeting.

The following members has attended the meeting

1. Prof. Samuel Fernandis
2. Dr. Anita Nawale
3. Mrs. Mayuri Patel
4. Mrs. Darshana Gavli

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI UPDATED RULES AND REGULATIONS FOR THE STUDENTS 06<sup>th</sup> JANUARY, 2025

### GENERAL RULES

1. The class representative are expected to switch off lights and fans while leaving classroom and should take care of LCD & remote.
2. Students should not scribble on their classroom walls, chairs/ benches or else the whole class will have to pay for the painting and chairs/ benches.
3. The management is bon to take strict disciplinary action against the Students who does forgery of signature on assignments and logbook and no marks will be allotted by the concern teachers.
4. If any students will caught using mobile during college and clinical hours their mobile will be remain in the custody of the college.
5. Before due vacation clearance has to be taken by all the students from the coordinator for the their replacement of the books, replacement of articles in all the laboratory.
6. Students has to do makeup duty before availing any due vacation.
7. If students are taking leave with prior permission then make up duty will be 1:1 and if students will be taking leave without prior permission then make up duty will be 1:3.
8. If any batch will do mass bunk for 1 day then students will be rusticated for 3 days and so on.

### RULES FOR COLLEGE & CLINICAL DUTY

1. Students should be in complete uniform at all the time during college & clinicals, otherwise which will be marked as 'ABSENT'.
2. Uniform should be clean, neat, tidy in college & clinicals. Ornaments and valuables are not allowed.
3. Hair should be neatly tied up with net.
4. Boys should be well shaved, short hair.
5. Students are expected to complete their assignments during clinical posting time. In case of delay submission of assignments marked as ZERO.
6. If students are found coping any assignments then they will be marked ZERO for that assignment.

### RULES FOR EXAMINATION

1. Students involved in any malpractice during examination will be strict action will be taken by college management.
2. Students should have 100% of theory & clinical attendance before final examination.
3. In examination students should have ID card, Hall ticket, otherwise students will not be allowed to attend the examination.

  
SIGNATURE OF PRINCIPAL  
Principal  
Sandra Shroff College of Nursing



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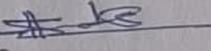
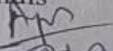


## SANDRA SHROFF COLLEGE OF NURSING, VAPI DISCIPLINE COMMITTEE

DATE: -01/02/2025

### CIRCULAR

The following members are called for the discipline meeting on 03/02/2025 at 10:30am.

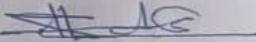
1. Prof. Samuel Fernandis 
2. Dr. Anita Nawale 
3. Mrs. Mayuri Patel 
4. Mrs. Shital
5. Mrs. Darshana Gavli
6. Ms. Brijal Patel
7. Mrs. Jagruti Tandel 

### AGENDA

1. To discuss the disciplinary action against B.Sc. Nursing: 6<sup>th</sup> semester students for mass bunk.

  
Secretary

Mrs. Mayuri Patel  
Asso. Professor  
SSCN, Vapi



Principal  
Prof. Samuel Fernandis  
SSCN, Vapi



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI DISCIPLINE COMMITTEE

### MINUTES OF THE MEETING

**Date:** 3rd February 2025

The meeting was held on 3rd February 2025, chaired by the Principal Sir and Vice Principal Ma'am Dr. Anita Nawale, along with the coordinators of the 6th Semester and members of the Discipline Committee.

The meeting commenced at 11:00 a.m.

To discuss the disciplinary action against B.Sc. Nursing 6th Semester students regarding mass bunking.

The 6th semester students carried out a mass bunk on 1st February 2025. Only two students, Mr. Pankaj and Mr. Sarang, reported to the college on that day. The remaining students collectively decided not to attend college.

### Action Taken

The disciplinary actions were decided by the Discipline Committee and the Principal:

1. A warning was issued to all the students.
2. For the mass bunk, a 1:3 make-up duty was assigned.
3. Written undertakings were obtained from the students regarding the mass bunk.

### Members Present

1. Prof. Mr. Samuel Fernandes
2. Mrs. Amita Naavale
3. Mrs. Mayuri Patel
4. Mrs. Sheetal
5. Mrs. Darshana Gavli
6. Mrs. Bejal Patel
7. Mrs. Jagruti Tandel

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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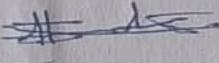


## SANDRA SHROFF COLLEGE OF NURSING, VAPI DISCIPLINE COMMITTEE

DATE: -15/03/2025

### CIRCULAR

The following members are called for the discipline meeting on 18/03/2025 at 10:30am.

1. Prof. Samuel Fernandis 
2. Dr. Anita Nawale 
3. Mrs. Mayuri Patel 
4. Mrs. Hetal Patel 
5. Mrs. Darshana Gavli
6. Ms. Brijal Patel
7. Mrs. Jagruti Tandel 

### AGENDA

1. To discuss the disciplinary action against 3<sup>rd</sup> year GNM students for mass bunk.

Secretary

Mrs. Mayuri Patel  
Asso. Professor  
SSCN, Vapi

Principal

Prof. Samuel Fernandis  
SSCN, Vapi



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI DISCIPLINE COMMITTEE

### MINUTES OF THE MEETING

Date: 18th March 2025

The meeting was held on 18th March 2025, chaired by the Principal Sir and Vice Principal Ma'am Dr. Amita Naavale, along with the Coordinators of 3rd Year GNM and members of the Discipline Committee.

The meeting commenced at 10:30 a.m.

To discuss the disciplinary action against 3rd Year GNM students regarding mass bunking.

### Discussion

The 3rd Year GNM students were involved in mass bunking.

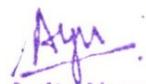
- Boys conducted a mass bunk on 17/03/2025.
- Girls conducted a mass bunk on 15/03/2025.

It was observed that such misconduct had occurred multiple times previously, despite warnings and strict instructions already being issued. Additionally, the students displayed misbehavior during their clinical posting at Civil Hospital.

### Action Taken

After detailed discussion, the following disciplinary actions were decided:

1. Rustication was imposed as follows:
  - Boys: From 17/03/2025 to 23/03/2025
  - Girls: From 17/03/2025 to 19/03/2025
2. Apology letters were obtained from all concerned students.
3. Official rustication letters were issued to the students.
4. Parents were called, informed about the incident, and their signatures were obtained.

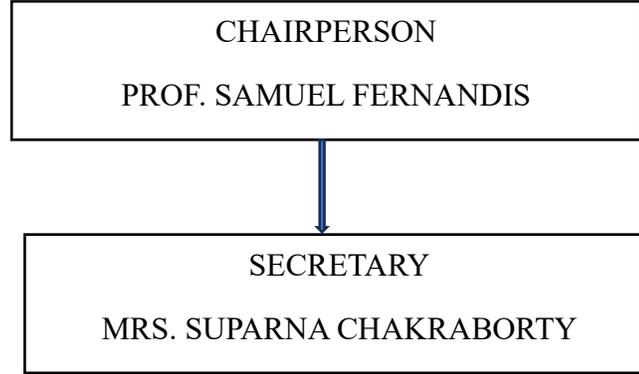
  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



# SANDRA SHROFF COLLEGE OF NURSING

Recognized by INC, GNC & affiliated to Veer Narmad South Gujarat University-Surat  
Plot No. 334, 335, 336 & 338, Near Haria L.G. Rotary Hospital Campus, GIDC, Vapi - 396195. Gujarat, India  
Mobile No: +91-6357647901, +91-6357647902 E. [info@sscnvapi.org](mailto:info@sscnvapi.org)

## ADMISSION COMMITTEE



### MEMBERS:

Mrs. Sangita Kansara

Mrs. Sheetal

  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI



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## ADMISSION COMMITTEE MINUTES OF MEETING

(93)

Admission Report (2024-25)  
B.Sc. Nursing, CNM & M.Sc.(N)

ADMISSION COMMITTEE MEMBERS :

Chairperson : Prof. Mr. Samuel Fernandes  
M.Sc.(N)

Vice-Principal : Dr. Anita Nawale

Committee Members :

Mrs. Alka Desai,  
Prof. Mrs. J.M. Silva.  
Mrs. Diya Panchal (Secretary)  
Mrs. Jagruti Tandel  
Ms. Simran Shaikh  
Mrs. Pinal Patel

B.Sc. Nursing - Total 60 students were enrolled. Out of 60 students - centralized - 41, Management Quota - 14, Rule 17 - 4, Vacant - 1.

last centralized Admission round was declared on 28/11/24. & last date of admission was 30/11/24.

| Total No. of students | Centralized | Management Quota | Rule 17 | Vacant |
|-----------------------|-------------|------------------|---------|--------|
| 60                    | 41          | 14               | 4       | 1      |



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## Category wise list of B.Sc. Admission

| Category         | ST | SC | SEBC | open |
|------------------|----|----|------|------|
| Centralized      | 33 | —  | 8    | —    |
| Management Quota | 1  | —  | 3    | 10   |
| Rule 17          | —  | —  | —    | 4    |
| Vacant           | —  | —  | —    | 1    |

GNM :  $\Rightarrow$  Total 38 Students were there.

As per last round - Centralized admissions - 16  
& Rule 17 - 22 Students were there

| Total Students | Centralized | Rule 17 |
|----------------|-------------|---------|
| 38             | 16          | 22      |

Out of 16 centralized students - 2 students didn't reported to college when academic started.

## Category wise list of GNM admissions

| Category    | ST | SC | SEBC | open |
|-------------|----|----|------|------|
| Centralized | 9  | —  | 4    | 3    |
| Rule 17     | 4  | —  | —    | 8    |



# SANDRA SHROFF COLLEGE OF NURSING

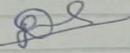
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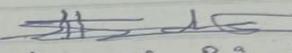
(39)

M.Sc. ⇒ Total 4 Students were admitted  
in M.Sc. (N).

Out of 4 — 3 Students were from Medical  
Surgical Nursing specialty & 1 — from  
Obstetrical & Gynecological Nursing

All 4 Students belongs to ST Category.

  
Signature of Secretary

  
Signature of Principal  
Principal  
Sandra Shroff ROFEL College of Nursing



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## SANDRA SHROFF COLLEGE OF NURSING, VAPI

### ADMISSION COMMITTEE

#### MINUTES OF MEETING

Date: 02/05/2025

Time: 10 am

#### Meeting agenda:

- Planning for upcoming admission
- Rules and regulation of the admission
- Delegation of work and responsibility
- Coaching classes
  
- **For management & rule 17 admission**
  1. Mrs. J. M. Silja
  2. Mrs. Mayuri Patel
  
- **B.Sc. Nursing Coordinator**
  3. Mrs. Chaitali Patel
  4. Mrs. Nithya
  
- **GNM Coordinator**
  5. Mrs. Ketika Patel
  6. Mrs. Rinkal Patel
  
- **Documentation work**
  7. Mrs. Alka desai
  
- **Fess & Regulation**
  8. Mr. Samuel Fernandis
  9. Mrs. Dimple Chauhan



  
Dr. Anita Nawale  
I/C. Principal  
S.S.C.N. VAPI