

# Dinsha Patel College of Nursing, Nadiad

## Annual committee meeting minute report

### Academic Year 2018-19

1. Title of the Committee: CULTURAL Committee
2. Date of Meeting: 19<sup>th</sup> of each month
3. Details of committee members:

Sr. No.	Name	Designation in committee
1	Dr. B.H. Shelat	Chairman
2	Mrs. Shefali makwana (secretory)	Secretary
3	Mr. Virendra jain	Member
4	Mrs. Arpita vaidhya	Member
5	Mrs. Dhara vyas	Member
6	Mrs. Hetal Gandhi	Member
7	Ms. Dhrumini patel	Member
8	Ms. Pragna patel	Member
9	Mr. Dhruv Patel (second year Bsc student)	Student Representative
10	Ms. Drasti patel (third year Bsc)	Student Representative

#### 4. Annual Report of Committee

S. No.	Date	Time	Venue	Brief agenda	Action Taken	Remarks
1	20/8/2018	9.00 am - 10.00 am	Director office	To introduce new members in committee and discuss about objectives, policies and rules & regulations of committee To discuss about upcoming event	Prepared objectives, policies and rules & regulation of committee discuss about teacher's day will be celebrated by final year bsc nursing students.	
2	19/9/2018	9.00 am - 10.00 am	Director office	To discuss about upcoming event (JCI garba & folk)	Choreographer is decided Give follow up to sir about the event	
3	4/10/2018	9.00 am - 10.00 am	Director office	To give updates about the JCI garba & folk. To discuss about upcoming event (Navratri celebration)	Budget, food menu and guest of navratri is decided. Invitation process should be done as soon as possible.	
4	19/11/2018	9.00 am - 10.00 am	Director office	To discuss about upcoming event (ANNUAL CULTURAL 2019)	Discussed about choreographer and judge of fashion show Date will be decided in first month of January Events are discussed	
5	3/12/2018	9.00 am - 10.00 am	Director office	To discuss about (ANNUAL CULTURAL 2019)	Events are finalized. Discussed food menu. Fashion show responsibility given to the Ms.Nehamam.	

S. No.	Date	Time	Venue	Brief agenda	Action Taken	Remarks
6	24/12/2018	9.00 am - 10.00 am	Director office	To discuss about judge of fashion show. To discuss about practice time and area.	One Judge will be from ayurvedic college faculty and one from JCI. Auditorium can be use for practice. Timing should be between 10 to 4 pm.	
7	19/01/2019	9.00 am - 10.00 am	Director office	To finalize agenda of annual day. To discuss about fashion show prize distribution.	Agenda finalized. Crown+belt+prize money will be given to the winner of fashion show.	
8	28/01/2019	9.00 am - 10.00 am	Director office	To evaluate negative and positive things about annual cultural event 2019 To report about completion of event To prepare expenditure of annual day	Some points need to be improve in future Report of annual day is submitted Budget was prepared	
9	18/02/2019	9.00 am - 10.00 am	Director office	No upcoming event No agenda		
10	18/03/2019	9.00 am - 10.00 am	Director office	No upcoming event No agenda		
11	15/04/2019	9.00 am - 10.00 am	Director office	No upcoming event No agenda		
12	29/6/2019	2.00 pm - 3.00 pm	principal office	No upcoming event No agenda		

Signature of Committee Secretary

*(Signature)*

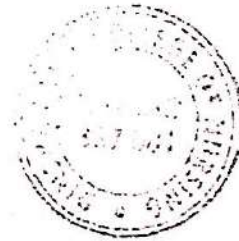
Date: 21/8/19

Time: 3:30 PM

Signature of Principal

Date: 21/8/19

Time: 3:30 PM





# Dinsha Patel College of Nursing, Nadiad

## Annual committee meeting minute report

### Academic Year 2018-19

1. Title of the Committee: Sports Committee

2. Date of Meeting: 19<sup>th</sup> of each month

3. Details of committee members:

Sr. No.	Name	Designation in committee
1	Dr. B.H. Shelat	Chairman
2	Mr. Nickson Das	Secretary
3	Mr. Virendra Jain	Member
4	Mr. Chirag Christian	Member
5	Mr. Pragnesh Patel	Member
6	Ms. Khushbu Patel	Member
7	Mr. Sebastian Christian	Member
8	Mr. Harsh Patel (SY B.Sc.)	Student Representative
9	Mr. Meet Patel (FY B.Sc.)	Student Representative

4. Annual Report of Committee

S. No.	Date	Time	Venue	Brief agenda	Action Taken	Remarks
1	19/10/2018	9.00 am - 10.00 am	Director office	To take charge of sports from Mr. Pragnesh	Official and physical hand over was taken from Mr. Pragnesh	
2	19/11/2018	9.00 am - 10.00 am	Director office	To discuss about Annual Sports Meet 2018-19 venue and events	District sports complex was decided as venue	
3	29/12/2018	9.00 am - 10.00 am	Director office	To discuss about in charge faculties, about food and ground fees	Incharge for different games were decided and was	

					decided to make food arrangements for students from SNA fund
4	29/01/2019	9.00 am - 10.00 am	Director office	To discuss about expenditure and success of Annual Sport Meet 2018-19	Expenditure was shown approved in the committee unanimously
5	21/02/2019	9.00 am - 10.00 am	Director office	To discuss about Biennial celebration of Sports	It was decided by the committee to celebrate Annual Sports Meet biennial
6	21/03/2019	9.00 am - 10.00 am	Director office	Report of Annual Sport Meet 2018-19 was discussed	It was decided to look the sports equipments for its maintenance
7	29/04/2019	9.00 am - 10.00 am	Director office	To welcome student representatives in sport committee and to inform about the functioning and their part in the committee	Mr. Harsh Patel (SY B.Sc.) and Mr. Meet Patel (FY B.Sc.) were welcomed and informed about their responsibilities in the committee
8	27/05/2019	9.00 am - 10.00 am	Director office	To discuss about the feedback received from the student representatives	Student representative gave positive feedback about their participation in the committee
9	17/06/2019	9.00 am - 10.00 am	Director office	To discuss about letter received from SP University about received letter regarding inter college competition	Due to upcoming examination, it was decided not to participate in university sport competition

10	13/07/2019	9.00 am - 10.00 am	Director office	To discuss about participation of students in next academic year	It was decided to give 1 hour in 1 week to every class for sports
11	17/08/2019	9.00 am - 10.00 am	Director office	To review about the performance for the academic year 2018-19	For the next academic year focus to be given on Fitness Center

  
Signature of Committee Secretary

Date: 17/08/2019

Time: 12:00 pm

PRINCIPAL  
Signature of Principal

Date: 17/08/2019

Time: 12:05 pm





Meeting No: 2

19th Nov 2018

Monday

PAGE NO.:

DATE:

### Agenda

- 1) To finalize Annual Sports day 2018-19 date and month.
- 2) To discuss regarding Venue for Annual Sports Day 2018-19
- 3) To discuss about sports events (indoor & outdoor events)

### Members

Ms. Vinendra Jain ~~✓~~  
Mr. Chirag Christian ~~Chirag~~  
Mr. Prayesh Patel ~~Prayesh~~  
Ms. Khushbu Patel ~~Khushbu~~  
Ms. Sebastian Christian ~~Sebastian~~

### Secretary

Ms. Nickson Das ~~Nickson~~

## Minutes

- ⇒ Annual Sports Day 2018-19 dates are as follows,  
 23 ⇒ Indoor 9.00 - 5.00pm (Inaugural)  
 24 ⇒ Outdoor CAT Sports Complex  
 25 ⇒ Outdoor Closing Ceremony (At Sports Complex)

⇒ 23rd Indoor (For 1 hour inaugural)

Badminton, Carom, Chess, Table Tennis, Skipping  
 Kho-Kho

24th Outdoor & 25th Outdoor

Short put, Disc throw, Javelin throw  
 100 Mts. Race, 400 x 100 Relay, Kabaddi, Volleyball,  
 Cricket

24th

Short put, Disc throw, Javelin throw, 100 Mts  
 and 400 mts Race, Kabaddi

25th

Cricket, Volleyball, Closing Ceremony & Prize  
 Distribution



29<sup>th</sup> January 2019

Tuesday

### Agenda

1) To discuss about overall success of Annual Spent Meet 2018-19

2) To discuss about the expenditures made during entire spent meet

#### Members

Ms. Vinendra Jain  
Ms. Pragathi Patel  
Ms. Sebastian Christian  
Ms. Khushboo Patel

~~Patel~~

~~Sebastian,~~

~~Christian~~

#### Secretary

Ms. Nickson Das

~~je~~



## Minutes

- ⇒ Items and Core of Annual Sports Meet 2018-19 were discussed. Principal Sir encouraged everyone for the success of Sports event.
- ⇒ It was suggested in the Committee not to combine Annual Day with Sports Day.
- ⇒ Expenditure of Annual Sports Meet 2018-19 was presented before the Committee and Principal Sir. Signature and final approval was to be taken from Director Sir.



Meeting MinutesMeeting No. : 13Date of Meeting :Time :Venue : Director ChamberAgenda of Meeting

1) To discuss about meeting and last meeting resolution

2) To discuss about Annual Sports Meet 2019-20.

Attendee :

Dr. B. H. Shelat

Mr. Vivekda Jain

Ms. Anpita Vaidya

Mr. Pragnesh Patel

Ms. Khushboo Patel

Mr. Niral Patel

Mr. Rohan Shah

13-11-19.

AP of Indam

@husm

N. Patel

Rohan

Secretary

Mr. Nickson Das

Student Representatives

Mr. Harsh Patel (T.Y. B.Sc)

H. Patel

Mr. Bhargav Maru  
(SYANIM) (AT clinical posting)



## Boarding :

- ⇒ To involve for active participation of Sweden guests in Annual Sports Meet 2019-20.
- ⇒ To make arrangements of T-shirts for Swedish guests and to take formal permission from Sports Authority.

## Resolution

- To take formal permission and to start work.

# Cultural Committee

2018-19

Name of chairman :- Dr. B. H. Shelat.

Name of Secretary :- Mrs. Shefali Nakwana.

Members :-  
Mr. Virendra Jain  
Mrs. Deepita Vaidhya.  
Mrs. Dhara Vyas.  
Ms. Hetal Gandhi  
Ms. Shreemini Patel.  
Ms. Pragna Patel.

- Meeting will conduct at Every  
19<sup>th</sup> of Month.



2018/2018

Meeting NO. 7 ↓

## Agenda

- To Introduce new members in Committee.
- To Discuss about objectives, policies and rules regulation of Committee.
- To discuss about Responsibilities of every committee members. [Work distribution as per Cuent]
- To discuss about upcoming event.
- To discuss and finalize about other event and festivals should be celebrated or not As According to NAAC criteria.

CHAIR PERSON: DR. B.H. SHELAT SIR. ✓

SECRETARY: MRS. SHYAM B. NAKWANG

MEMBERS:-

Virendra Jain ✓  
Arpita Vaidya ✓  
Shara Vyas ✓  
Pragna Patel ✓  
Shrusini Patel ✓

## Minutes

- Objectives:- (to create leadership quality in students)
- National level:- (through SNA & TNA & other bodies)
- SNA & TNA level University.
- Day celebration:
- Teachers day done by students. (upcoming event) make principals of Teachers.

Date: 2/10/2018

### Meeting NO. 3.

#### Agenda.

- To give updates about JCI fair & Cereba competition.
- To discuss about upcoming event (Navratri celebration on Sharadpurnima)
- To discuss about Budget.
- To finalize guest of Navratri celebration.
- To finalize food of Navratri celebration.

Chair Person - Dr. B. H. Shelat Sir.

Secretary - Shifali Marwaha

Members:-

- 1) Mr. Virendra Jain
- 2) Mrs. Anita Vaidya
- 3) Mrs. Dhara Vyas
- 4) Ms. Heral Gandhi

Shifali

### Minutes

- food - Rasmalai
- Judge (guest)
  - Chitara Nakwani
  - Dipankar Vyas (R?)
- <sup>Crane</sup> ~~Crane~~ pass. - 50 Rs  
(20th before)
- Alumni staff & students.
- 13th before invitation.



19/11/18

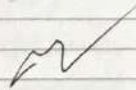
Meeting No. 4

Agenda

- To discuss about upcoming event. (Annual day)
- Date, time & Events.
- To discuss about practice time of students.

Chair Person:

Dr. B. G. Shelat Sir



Secretary: Shefali Marwani

Shefali

Members:-

- Virendra Jain Sir
- Arpita Vaidhya nam
- Dhara vyas nam
- Hetal Kaudhi
- Pragna Patel
- Shreemini Patel.



Minutes

- letter (thanks to judges for namaste) + photographs.
- think about Choreographer for next time & also judge in female.
- January 1st week or Dec Annual day letter.
- 2 round in fashion show.
- follow up of world fashion show.
- events - decide
- practice time - timetable.
- theme | - Unity of statue (P)
- Make Budget of Annual day.

Next Meeting

- prog. Agenda
- fashion show
- theme
- Budget.

after 15 days



Meeting No: 1

Date: 18/09/19  
Day: Wednesday

### Agenda

- To introduce new members of committee (2019-20)
- To discuss about upcoming events:
  - 1) Navratri celebration at DPCN, on 9/10/2019.
  - 2) JCI Garba & folk dance event, on 12/10/2019.
  - 3) SNA conference at Baroda, on 18<sup>th</sup> and 19<sup>th</sup> October.
- To finalise and distribute committee work among respected faculty members, for Navratri celebration.
- To finalise Budget for Navratri event.
- To discuss and finalise Judges, gift and Budget for Navratri celebration event.
- To discuss and confirm choreographer for JCI garba, practice and garba practice time.
- To discuss about finance for JCI event.
- To introduce briefly about SNA conference at Baroda on 18<sup>th</sup> and 19<sup>th</sup> October.
- To finalise date for next meeting & follow up.

Chair Person : Dr. B.H. Shelat Sir

Secretary : Ms. Pragna Patel

Members : Mrs. Aspita Vaidya

Mrs. Dhara Vyas

Mr. Nickson Das

Mrs. Neha Parmar

Mrs. Kiran Dolia

Mr. Dhruv

Ms. Dhruvasti



## Minutes

### ★ Navratri Celebration :

- Invitation : before 5/10/19
- Gift :
  - 1<sup>st</sup> price - pendrive + faculty (2)
  - 2<sup>nd</sup> price - water bottle
  - 3<sup>rd</sup> price - stationary kit
- Snacks : Bhajiya + ice cream  
↳ 40 kg [170 ₹ / dish (100gms)] → 6800 ₹
- Appreciation : sweepers : 200 ₹  
Driver + peon : 300 ₹ } 2700 ₹
- Navratri : Judge : Pauth Sir.  
: Nitam mam shefali mam
- JCI : ~~Judge~~ choreographer - Pauth Sir [30,000]  
Practice time
- SNA : 2 & 3<sup>rd</sup> GNM  
2 & 3<sup>rd</sup> BSC.
- Next meeting : 1<sup>st</sup> oct. 2019
- JCI garba audition on 20/9/19  
at 12:30 pm - sports room.