

**BABA EDUCATIONAL SOCIETY INSTITUTE OF PARAMEDICAL COLLEGE OF
NURSING**

Document No: BES/DC/C/10/2023

Date: 04/10/2023

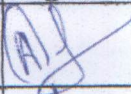




CIRCULAR

When reference to circular issued No : BES/DC/C/10/2023 Date 04/10/2023 this is to inform that the composition and scope of the committee has to be revised for the following details.

COMMITTEE NAME: DISCIPLINE COMMITTEE

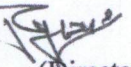
Meeting schedule : One in six month as desired by the chairperson

Quorum : 50% of the members

S.No.	Name	Designation	Role	Signature
1.	Dr. ArchanaChouhan	Principal	Chairperson	
2.	Ms. Jyoti Shukla	Nursing Tutor	Secretary	
3.	Mr. Apoorv	HR	Member	
4.	Mr. Gagan Raj	Associate Professor	Member	
5.	Mr. Madan Mohan	Professor	Member	

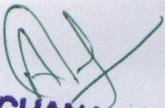
The scope of the committee can be expressed as follows (but not limited to)

1. To issue a 'code of conduct' for the institute.
2. To monitor, review and ensure the implementation of 'code of conduct' across the institution among all levels of organogram and institute for smooth functioning of the institute.
3. To create a safe, peaceful and motivating environment in our institution and to bring professionalism among staff and students by the inculcation of best practices.
4. To frame rule and regulations of the organisation to maintain discipline in the college campus.
5. To ensure that discipline and peaceful environment is maintained across the organisation.
6. To teach and council the Baba family to represent the values of the organisation in all places wherever they visit.
7. To initiate steps to reduce violence, confrontation in future and initiate model actions against student involved in disciplinary activities.
8. To understand the need for punishment for malpractice and misbehaviour either in college or hospital.


(Director)

Authorised Signatory

CC: All Member


DR. ARCHANA CHOUHAN
PRINCIPAL
BABA COLLEGE OF NURSING
INSTITUTE OF PARAMEDICAL SCIENCES
58, MATIYARI DEVA ROAD
CHINHAT, LUCKNOW-226026

**BABA EDUCATIONAL SOCIETY INSTITUTE OF
PARAMEDICAL COLLEGE OF NURSING**

Deva Road, Chinhat, Matiyari, Lucknow- 226028

MEETING INVITATION

Document No: BES/DC/MI/04/23

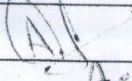
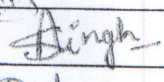
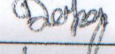


Date: 10/04/2023

Dear All,

This is to bring to your kind notice that the committee meeting is to be held as per the schedule. The details of the meeting are as follows:

Committee: DISCIPLINE COMMITTEE
Date: 11/04/2023
Time: 11:00 am
Venue: Conference Hall
Chairperson: Dr. Archana Chauhan

The following members are requested to attend the Meeting:

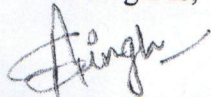
S.N.	NAME	DESIGNATION	ROLE	SIGNATURE
1.	Dr. Archana Chauhan	Principal	Chairperson	
2.	Miss. Anchal Singh	Tutor	Secretary	
3.	Miss. Deepa Singh	HR Dep't	Member	
4.	Mr. Hemendra	Associate Professor	Member	
5.	Mr. Gagan Raj	Associate professor	Member	

AGENDA TO BE DISCUSSED:

1. To discuss about the Rule and Regulation as per the Disciplinary Requirement.
2. Awareness for Student of First Year on Discipline to be Maintain in the college campus.
3. Discussion on Disciplinary to be taken on Student on the Misconduct
4. Any other point for Discussion with the Permission of Chairperson.


Thank You.

Warm Regards,



Miss Anchal Singh (Secretary)

DISCIPLINE COMMITTEE


Dr. ARCHANA CHOUHAN
PRINCIPAL
BABA COLLEGE OF NURSING
INSTITUTE OF PARAMEDICALS
56, MATIYARI DEVA ROAD
CHINHAT, LUCKNOW-226028

**BABA EDUCATIONAL SOCIETY INSTITUTE OF PARAMEDICAL
COLLEGE OF NURSING**

Deva Road, Chinhat, Matiyari, Lucknow- 226028

MINUTES OF MEETING

Document No: BES/DC/MI/04/23

Date: 10/04/2023

Committee: DISCIPLINE COMMITTEE

Date: 11/04/2023

Time: 11:00 am

Venue: Conference Hall

Chairperson: Dr. Archana Chauhan

The following members are requested to attend the Meeting:

S.N.	NAME	ABSENTEES
1.	Dr. Archana Chauhan	Mr. Gagan Raj
2.	Miss. Anchal Singh	
3.	Miss Deepa Singh	
4.	Mr. Hemendra	

Discussion Details:

AGENDA	DISCUSSION	ACTION	RESPONSIBILITY	TARGET TIME
To discuss about the Rule and Regulation as per the Disciplinary Requirement .	We discussed about the Dress code & uniform, Personal appearance (Hygiene, Cosmetic, Nails, Hair, jewellery), Time wishing, Respect to senior	We informed to all the students regarding dress code & uniform policy -color code wise uniform for theory classes and white uniform with white apron is to be worn for clinical site. Hygiene should be maintained regularly, artificial nails/nail tips are strictly prohibited in all clinical environments. Hairs must be neatly styled and groomed. student must wear watch with	Responsibilities given to - Miss. Anchal Singh Miss. Deepa Mam Mr. Hemendra Mr. Gagan Raj	Daily

Dr. ARCHANA CHOUHAN

PRINCIPAL
BABA COLLEGE OF NURSING
INSTITUTE OF PARAMEDICALS
56, MATIYARI DEVA ROAD
CHINHAT, LUCKNOW-226028

		a sweeping second - hand .Time wishing to the Teachers and senior students also.		
Awareness for student of first year on Discipline to be maintain in the college campus.	We discussed about Attendance policy (clinical & classroom), Examination policy, Assignment, Leave application	It was instructed that all students should know about the 10 medical leave in 1 year, Saturday half day,100% clinical attendance ,85% college attendance, Leave application is required for taken leave (one for Hostel and one for college), cell phone, Calculator are not to be used during exam.	Responsibilities given to - Mr. Hemendra Mr. Gagan Miss. Anchal Singh	4 week
Discussion on deciplinary to be taken on student on the misconduct	We discussed about complain Box, Anti-ragging Squad,To inform class coordinator	We informed to the students they can complain for the misconduct in the complaint box,To prevent the ragging in the college campus to maintain the Anti-ragging Squad,for any query to inform the class coordinator	Responsibilities given to - Miss. Anchal Singh Miss. Deepa Singh Mr. Hemendra Mr. Gagan Raj	Weekly
Any other point for discussion with the permission of chairperson	We discussed about SNA members,& two members for the classroom	This is informed to the students regarding SNA members for the discipline requirements members and 2 members for classroom to maintain the discipline in the classroom.	Responsibilities given to- SNA members -Seema -Akirti 2 members - classroom	Daily

Next Meeting: Fourth week of October.


Dr. ARCHANA CHOUHAN
PRINCIPAL

Prepared by:

Miss. Anchal Singh
(Secretary)

Approved By:

BABA COLLEGE OF NURSING
INSTITUTE OF PARAMEDICALS
56, MATIYARI DEVA ROAD
CHINHAI, LUCKNOW-226028
(Chairperson)

BABA EDUCATIONAL SOCIETY
INSTITUTE OF PARAMEDICALS
COLLEGE OF NURSING
DISCIPLINE COMMITTEE



Dr. ARCHANA CHOUHAN
PRINCIPAL
BABA COLLEGE OF NURSING
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56, MATIYARI DEVA ROAD
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