



Criterion VII

Institutional Values and Best Practices

7.1 – Institutional Values and Social Responsibilities: (2024-2025)

7.1.9 – The Institution has a prescribed code of conduct for students, teachers, administrators, and other staff and conducts periodic programmes in this regard.

- Information about the committee composition, number of programmes organized etc. in support if the claims.**

**Maharshi Karve Stree Shikshan Samstha's
Smt. Bakul Tambat Institute of Nursing Education
Karvenagar, Pune -411052**

**Information about
the committee
composition and
number of programs
arranged.**

MKSSS BTINE

DISCIPLINE

COMMITTEE

ANNUAL REPORT

2024-2025

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,
KARVENAGAR, PUNE- 411052**

Discipline Committee Annual Report 2024-2025.

***Objectives for the year.**

1. The student will be able to revise the rules and regulations of the college
2. The student will be able to understand the need for rules and regulations of the college.
3. The students will follow all the rules and regulation of the college.
4. The students will understand the need for punishment for malpractices and misbehavior either in clinic or in college.

The Committee consists of:

1. LMC chairperson
2. The Principal
3. SNA advisor
4. Discipline committee in-charge
5. Class coordinator
6. Discipline committee representative from each class.

Sign of committee in charge

Sign of the Principal
PRINCIPAL
Maharshi Karve Stree Shikshan Samstha's
Smt. Bakul Tambat Institute of
Nursing Education
Karvenagar, Pune-411052.

**MAHARSHI KARVE STREE SHIKSHAN SAMSTH'A
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,
KARVENAGAR, PUNE- 411052**

DISCIPLINE COMMITTEE 2024- 2025.

| Sr. No. | Name of Members | Position | Contact No. |
|----------------|---------------------------|--|--|
| 1 | Dr. Meena Ganapathy | Chairperson, Principal MKSSSBTINE | 9860407994 meena.ganapathy@mksssbtime.in |
| 2 | Mrs. Savita Kajrekar | LMC Member, MKSSS | 9158865777 |
| 3 | Dr. Shubhada Ponkshe | Member, Associate Professor MKSSSBTINE | 9764761833 shubhada.ponkshe@mksssbtime.in |
| 4 | Mrs. L.Bijayalakshmi Devi | Discipline In charge, Associate Professor MKSSSBTINE | 9225504086 bijyalakshmi@mksssbtime.in |
| 5 | Mrs. Nupoor Bhambid | Member, Lecturer MKSSSBTINE | 9158617275 nupoor.bhambid@mksssbtime.in |
| 6 | Mrs. Shailaja Mathews | Member, Assistant Lecturer MKSSSBTINE | 9763265131 shailaja.mathews@mksssbtime.in |
| 7 | Mrs. Ujwala Jadhav | Member, Lecturer MKSSSBTINE | 7276832571 ujwala.jadhav@mksssbtime.in |
| 8 | Ms. Smita Lisham | Member, Lecturer MKSSSBTINE | 9823646344 smita.lisham@mksssbtime.in |
| 9 | Mrs. Deepali Shinde | S.N.A Advisor, Lecturer MKSSSBTINE | 8793339898 deepali.khaire@mksssbtime.in |
| 10 | Mrs. Ashwini Sutar | Member, Assistant Lecturer KSSSBTINE | 9850771785 ashwini.sutar@mksssbtime.in |
| 11 | Mrs. Jyoti Karande | Hostel in charge Assistant Lecturer, MKSSSBTINE | 9850140007 jyoti.karande@mksssbtime.in |
| 12 | Mrs. Dipali Awate | Member, Assistant Lecturer MKSSSBTINE | 9765191066 dipali.awate@mksssbtime.in |
| 13 | Mrs. Shital Pedalkar | Member, Assistant Lecturer MKSSSBTINE | 9850655880 shital.pedalkar@mksssbtime.in |
| 14 | Mrs. Rupali Dhume | Member, Assistant Lecturer MKSSSBTINE | 9370365383 rupali.dhume@mksssbtime.in |
| 15 | Ms. Salwa Duste | Member, Assistant Lecturer MKSSSBTINE | 9657460511 Salwa.duste@mksssbtime.in |


Sign of committee in charge


Sign of the Principal
PRINCIPAL
Maharshi Karve Stree Shikshan Samstha's
Smt. Bakul Tambat Institute of
Nursing Education
Karvenagar, Pune-411052.

**Maharshi Karve Stree Shikshan Samstha's
Smt. Bakul Tambat Institute of Nursing Education
Karvenagar, Pune 411 052**

Discipline Committee Report 2024-2025.

The discipline committee has done following activities in academic year 2024-2025.

1. The rules and regulations are discussed in staff meeting and SNA meeting. The rules and regulations copy is distributed to each class coordinator.
2. In academic year, 2 meetings were conducted under the Principal and all committee members for various disciplinary issues and necessary actions were taken immediately followed by it.

Details are as follows:

- a. All the students were oriented to college rules and regulations by reading out in general SNA meeting on the day of welcome party of fresher. The discipline committee in charge explained the rules to new discipline representatives of each class and encouraged them to make their classmates to follow it.
- b. Discipline meeting was conducted on 26/11/2024, 22/03/2025 and 12/06/25 to discuss on: orientation of the disciplinary rules and regulations for fresher and general students in the first meeting. In second meeting an informal meeting was conducted regarding students absentees and lastly a formal meeting was held regarding disciplinary issues related to the students from 1st year GNM students and 5th Semester students.
4. The fine for the year 2024-2025 was collected for various reasons (students were caught by teachers while using mobile during duty time, lecture, and use of mobile for making reels means on social media). The fine was collected by committee in charge and committee member Ms. Salwa Duste, receipt was given to the concerned student.
5. A total of fine collected were Rs.54900 for the academic 2024-2025 year and was handed over to SNA advisor Mrs. Deepali Khaire and assistant SNA advisor Mrs. Rau S. periodically with receipts from time to time.

These were the activities conducted for the year 2024-2025.

Sign of committee in charge

Sign of the Principal
PRINCIPAL
Maharshi Karve Stree Shikshan Samstha's
Smt. Bakul Tambat Institute of
Nursing Education
Karvenagar, Pune-411052.

Maharshi Karve Stree Shikshan Samtha's
Smt. Bakul Tambat Institute of Nursing Education, Pune-52

Discipline committee
Meeting Minutes-1

Date: 10th January 2025

Timing: 02:00 pm to 04:30 pm

Venue: Multipurpose Hall, MKSSSBTINE, Pune

Agenda of the meeting will be as follows:

- 1. General awareness regarding disciplinary rules and regulation of the institution.**
- 2. Other relevant issues related to discipline.**

General awareness and orientation meeting for disciplinary rules and regulation of the institute as professional code of conduct were presented by disciplinary in charge Mrs. L. Bijayalakshmi Devi. Objectives were read out and explain by her in detailed and rationales for why such regulations are included were explain as well. Student's representatives were invited to read out the PPT slides and asked to share their viewpoints as well in the gathering. Students were given open discussion forum to address their issue.

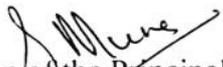
Students were informed that, actions will be taken as per their misbehaviour like fine collections, parent meeting, etc as per guideline given in the discipline code of conduct handbook.

Other relevant issue like interaction of senior students in the meeting with fresher present were encourage and open questions answer session were clarified if any. Students especially fresher said that they are comfortable in the institute and in hostel as well. Students were informed that Librarian Mrs.Shital Nikalje will allow all students to bring money and valuable inside library as well.

Further all class coordinators were informed that our code of conduct booklet/handbook are available online in our college website www.mksssbttine.in and it must be downloaded and kept in their department file for reference.

As all doubts were clarified and students were made aware of the professional conduct that they need to maintain, there was no point for further discussion. So, the meeting ended at 4.45 pm.


Sign of committee in charge


Sign of the Principal
PRINCIPAL
Maharshi Karve Stree Shikshan Samtha's
Smt. Bakul Tambat Institute of
Nursing Education
Karvenagar, Pune-411052.

Maharshi Karve Stree Shikshan Samtha's
Smt. Bakul Tambat Institute of Nursing Education, Pune-52
Discipline committee
Action taken for meeting minutes conducted on 10/01/2025.

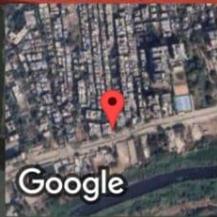
| S.N. | Areas discussed | Action taken |
|------|--|--|
| 1 | Awareness regarding rules and regulation of college. | Presented PPT of rules and regulation during the meeting. |
| 2 | Code of conduct booklet/handbook is available online in our institute website www.mkssstine.in and must be downloaded. | Code of conduct booklet/handbook downloaded by all departments. |
| 3 | Fine collections and action for misbehaviour | Fines were collected and fund collected were forwarded to SNA advisor. |


Sign of committee in charge


Sign of the Principal
PRINCIPAL
Maharshi Karve Stree Shikshan Samtha's
Smt. Bakul Tambat Institute of
Nursing Education
Karvenagar, Pune-411052.



GPS Map Camera

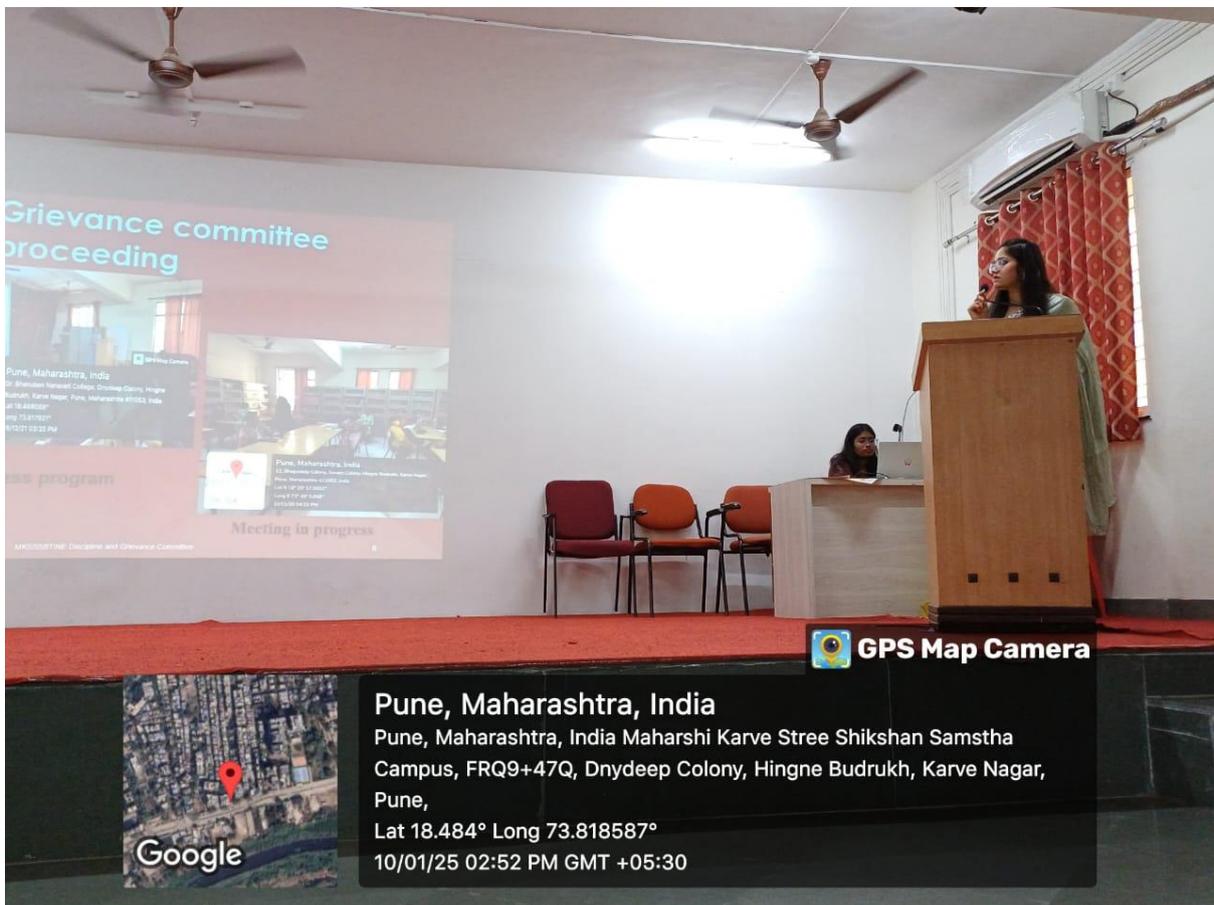


Pune, Maharashtra, India

Pune, Maharashtra, India Maharshi Karve Stree Shikshan Samstha Campus, FRQ9+47Q, Dnydeep Colony, Hingne Budruk, Karve Nagar, Pune,

Lat 18.484° Long 73.818587°

10/01/25 02:45 PM GMT +05:30



GPS Map Camera



Pune, Maharashtra, India

Pune, Maharashtra, India Maharshi Karve Stree Shikshan Samstha Campus, FRQ9+47Q, Dnydeep Colony, Hingne Budruk, Karve Nagar, Pune,

Lat 18.484° Long 73.818587°

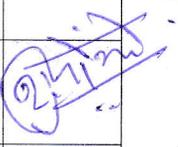
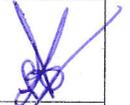
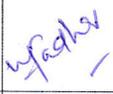
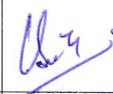
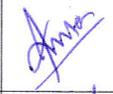
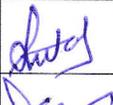
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Maharshi Karve Stree Shikshan Samtha's
Smt. Bakul Tambat Institute of Nursing Education, Pune-52
Discipline committee
Meeting Minutes-2 List of faculties attended

Date: 12/06/2025

Timing: 10.00pm to 1.30 pm

Venue: PBB.S.c. Classroom, MKSSSBTINE, Pune

| S.N. | Name of the Faculty staff | Position | Phone no, email | Sign |
|------|---------------------------|--|--|---|
| 1 | Smt. Shubhada Ponshe | Class coordinator, Member | 9764761833 shubhada.ponshe@mksssbtime.in |  |
| 2 | Mrs. L.Bijayalakshmi Devi | Class coordinator, Committee in-charge | 9225504086 bijayalakshmi@mksssbtime.in |  |
| 3 | Mrs. Ujwala Jadhav | Class coordinator, Member | 7276832571 ujwala.jadhav@mksssbtime.in |  |
| 4 | Mrs. Nupoor Bhambid | Class coordinator, Member | 9158617275 nupoor.bhambid@mksssbtime.in |  |
| 5 | Ms. Lisham Smita Devi | Class coordinator, Member | 9823646344 smita.lisham@mksssbtime.in |  |
| 6 | Mrs. Shailaja Mathews | Class coordinator, Member | 8087097035 shailaja.mathews@mksssbtime.in | - |
| 7 | Mrs. Ashwini Sutar | Class coordinator, Member | 9850771785 ashwini.sutar@mksssbtime.in |  |
| 8 | Mrs. Jyoti Karande | Class coordinator, Member | 9850140007 jyoti.karande@mksssbtime.in |  |
| 9 | Mrs. Dipali Awate | Class coordinator, Member | 9765191066 dipali.awate@mksssbtime.in |  |
| 10 | Mrs. Deepali Khaire | Class coordinator, Member | 8793339898 deepali.shinde@mksssbtime.in | - |
| 11 | Mrs. Shital Pedalkar | Class coordinator, Member | 9850655880 shital.pedalkar@mksssbtime.in |  |
| 12 | Mrs. Rupali Dhume | Class coordinator, Member | 9370365383 rupali.dhume@mksssbtime.in |  |
| 13 | Ms.Salwa Duste | Clinical Instructor, Member of discipline team | 9657460511 salwa.duste@mksssbtime.in |  |

| | | | | |
|----|--------------------------|--|---|---|
| 14 | Mrs.Reenuka Nagwanshi | Class coordinator, Member of discipline team | 9665875118 reenuka.nagwanshi@mksssbtime.in |  |
|----|--------------------------|--|---|---|


Sign of in-charge


Sign of the Principal.
PRINCIPAL
Maharshi Karve Stree Shikshan Samstha's
Smt. Bakul Tambat Institute of
Nursing Education
Karvenagar, Pune-411052.

Maharshi Karve Stree Shikshan Samtha's
Smt. Bakul Tambat Institute of Nursing Education, Pune-52

Discipline committee
Meeting Minutes-2

Date: 12th June 2025

Timing: 11:00 am to 12:00 pm

Venue: 1st year P.B.B.Sc, MKSSSBTINE, Pune

Agenda of the meeting will be as follows:

- 1. General report on student's related to Discipline, Anti-ragging ,Vishakha & Grievance committee.**
- 2. Information about committee members.**
- 3. Any other issues if presented.**

General awareness and orientation meeting for disciplinary rules and regulation of the institute as professional code of conduct were presented by disciplinary in charge Mrs. L. Bijayalakshmi Devi. Objectives were read out and explain by her in detailed and rationales for why such regulations are included were explain as well. Student's representatives were invited to read out the PPT slides and asked to share their viewpoints as well in the gathering. Students were given open discussion forum to address their issue.

Students were informed that, actions will be taken as per their misbehaviour like fine collections, parent meeting, etc as per guideline given in the discipline code of conduct handbook.

Other relevant issue like interaction of senior students in the meeting with fresher present were encourage and open questions answer session were clarified if any. Students especially fresher said that they are comfortable in the institute and in hostel as well. Students were informed that Librarian Mrs.Shital Nikalje will allow all students to bring money and valuable inside library as well.

Further all class coordinators were informed that our code of conduct booklet/handbook are available online in our college website www.mksssbtime.in and it must be downloaded and kept in their department file for reference.

As all doubts were clarified and students were made aware of the professional conduct that they need to maintain, there was no point for further discussion. So, the meeting ended at 12 pm.

Sign of committee in charge

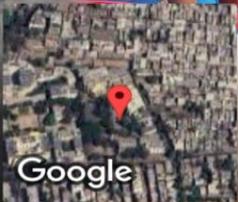
Sign of the Principal
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Smt. Bakul Tambat Institute of
Nursing Education
Karvenagar, Pune-411052.

Maharshi Karve Stree Shikshan Samtha's
Smt. Bakul Tambat Institute of Nursing Education, Pune-52
Discipline committee
Action taken for meeting minutes conducted on 12/06/2025.

| S.N. | Areas discussed | Action taken |
|------|--|--|
| 1 | Awareness regarding rules and regulation of college. | Presented PPT of rules and regulation during the meeting. |
| 2 | Code of conduct booklet/handbook is available online in our institute website www.mkssstine.in and must be downloaded. | Code of conduct booklet/handbook downloaded by all departments. |
| 3 | Fine collections and action for misbehaviour | Fines were collected and fund collected were forwarded to SNA advisor. |


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Smt. Bakul Tambat Institute of
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Karvenagar, Pune-411052.



Pune, Maharashtra, India

Maharshi Karve Stree Shikshan Samstha Campus,
Frq9+47q, Dnydeep Colony, Hingne Budrukh,
Karvenagar, Pune, Maharashtra 411052, India
Lat 18.487857° Long 73.818134°
13/06/25 11:23 AM GMT +05:30

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Pune, Maharashtra, India

Frq9+689, Dnydeep Colony, Hingne Budrukh,
Karvenagar, Pune, Maharashtra 411052, India
Lat 18.488038° Long 73.818074°
13/06/25 11:15 AM GMT +05:30

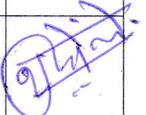
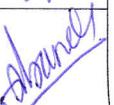
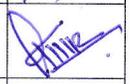
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Maharshi Karve Stree Shikshan Samtha's
Smt. Bakul Tambat Institute of Nursing Education, Pune-52
Discipline committee
Meeting Minutes-1 List of faculties attended

Date: 10/01/2025

Timing: 2.00pm to 4.30 pm

Venue: Conference Hall, MKSSSBTINE, Pune

| S.N. | Name of the Faculty staff | Position | Phone no, email | Sign |
|------|---------------------------|--|--|---|
| 1 | Smt. Shubhada Ponkshe | Class coordinator, Member | 9764761833 shubhada.ponkshe@mksssbtime.in |  |
| 2 | Mrs. L.Bijayalakshmi Devi | Class coordinator, Committee in-charge | 9225504086 bijayalakshmi@mksssbtime.in |  |
| 3 | Mrs. Ujwala Jadhav | Class coordinator, Member | 7276832571 ujwala.jadhav@mksssbtime.in |  |
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| 9 | Mrs. Dipali Awate | Class coordinator, Member | 9765191066 dipali.awate@mksssbtime.in |  |
| 10 | Mrs. Deepali Khaire | Class coordinator, Member | 8793339898 deepali.shinde@mksssbtime.in | - |
| 11 | Mrs. Shital Pedalkar | Class coordinator, Member | 9850655880 shital.pedalkar@mksssbtime.in |  |
| 12 | Mrs. Rupali Dhume | Class coordinator, Member | 9370365383 rupali.dhume@mksssbtime.in |  |
| 13 | Ms. Salwa Duste | Clinical Instructor, | 9657460511 |  |

| | | | | |
|----|--------------------------|---|---|---|
| | | Member discipline team | of salwa.duste@mksssbtine.in |  |
| 14 | Mrs.Reenuka Nagwanshi | Class coordinator, Member discipline team | of 9665875118 renuka.nagwanshi@mksssbtine.in |  |


Sign of in-charge


Sign of the Principal.
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Karvenagar, Pune-411052.

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SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION,
KARVENAGAR, PUNE- 411052
DISCIPLINE COMMITTEE 2024- 2025.**

| Sr. No. | Name of Members | Position | Contact No. |
|---------|---------------------------|--|--|
| 1 | Dr. Meena Ganapathy | Chairperson, Principal MKSSSBTINE | 9860407994 meena.ganapathy@mksssbtime.in |
| 2 | Mrs. Savita Kajrekar | LMC Member, MKSSS | 9158865777 |
| 3 | Dr. Shubhada Ponkshe | Member, Associate Professor MKSSSBTINE | 9764761833 shubhada.ponkshe@mksssbtime.in |
| 4 | Mrs. L.Bijayalakshmi Devi | Discipline In charge, Associate Professor MKSSSBTINE | 9225504086 bijyalakshmi@mksssbtime.in |
| 5 | Mrs. Nupoor Bhambid | Member, Lecturer MKSSSBTINE | 9158617275 nupoor.bhambid@mksssbtime.in |
| 6 | Mrs. Shailaja Mathews | Member, Assistant Lecturer MKSSSBTINE | 9763265131 shailaja.mathews@mksssbtime.in |
| 7 | Mrs. Ujwala Jadhav | Member, Lecturer MKSSSBTINE | 7276832571 ujwala.jadhav@mksssbtime.in |
| 8 | Ms. Smita Lisham | Member, Lecturer MKSSSBTINE | 9823646344 smita.lisham@mksssbtime.in |
| 9 | Mrs. Deepali Shinde | S.N.A Advisor, Lecturer MKSSSBTINE | 8793339898 deepali.khaire@mksssbtime.in |
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| 14 | Mrs. Rupali Dhume | Member, Assistant Lecturer MKSSSBTINE | 9370365383 rupali.dhume@mksssbtime.in |
| 15 | Ms. Deepika Gawali Dhas | Member, Assistant Lecturer MKSSSBTINE | 8007411205 deepika.gawali@mksssbtime.in |

Sign of committee in charge

Sign of the Principal
PRINCIPAL

Maharshi Karve Stree Shikshan Samstha
Smt. Bakul Tambat Institute of
Nursing Education
Karvenagar, Pune-411052.

Maharshi Karve Stree Shikshan Samstha's
Smt. Bakul Tambat Institute of Nursing Education, Pune-52
Discipline committee
List of student representative 2024-2025.

| Sr. No. | Name of the Program | Name of student representative | Email id of student representative | Mobile number of student representative |
|---------|--|--------------------------------|------------------------------------|---|
| 1 | ANM 1 st year | Ms.Vaihanvi Chavan | vaishnavi.chavan@mksssbtine.in | 9172657985 |
| 2 | ANM 2 nd year | Ms.Tina Panvkar | Tina.panvkar@mksssbtine.in | 9967696437 |
| 3 | GNM 1 st year | Ms. Vaishnavi Gadhve | vaishnavi.gadhve@mksssbtine.in | 9011723436 |
| | | Ms. Riya Aadhav | riya.adhav@mksssbtine.in | 9623141826 |
| 4 | GNM 2 nd year | Ms.Sakshi Shelar | sakshi.shelar@mksssbtine.in | 8308961511 |
| | | Ms.Pranita Chavan | pranita.chavan@mksssbtine.in | 9322840283 |
| 5 | GNM 3 rd year | Ms.Tejaswini Udhav | tejaswini.udhav@mksssbtine.in | 8149314085 |
| | | Ms.Sejal Dhadave | sejal.dhadave@mksssbtine.in | 8108497900 |
| 6 | BSC 1 st year semester 1 and semester 2 | Ms.Kshitija Chavan | kshitija.chavan@mksssbtine.in | 7249859980 |
| | | Ms.Rasika Bhate | rashika.bhate@mksssbtine.in | 7666468741 |
| | | NO BATCH | | |
| 7 | BSC 2 nd year Semester 3 and 4 | NO BATCH | | |
| | | Ms.Tanushree Bhosale | tanushree.bhosale@mksssbtine.in | 7030899306 |
| 8 | BSC 3 rd year Semester 5 and 6 | Ms.Kanaklata Banne | kanaklata.banne@mksssbtine.in | 8767095008 |
| | | Ms.Ankita Sasane | ankita.sasane@mksssbtine.in | 9673370601 |
| 9 | BSC 4 th year Semester 7 and 8 | NO BATCH | | |
| 10 | P.B.B. Sc 1 st year | Ms.Gauri Bhandwalkar | gauri.bhandwalkar@mksssbtine.in | 8007584434 |
| | | Ms.Alisha Pathare | alisha.pathare@mksssbtine.in | 9594204025 |
| 11 | P.B.B. Sc 2 nd year | Ms.Ester Kale | ester.kale@mksssbtine.in | 9230627407 |
| | | Ms.Sayali Malusare | sayali.malusare@mksssbtine.in | 9130195390 |
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Sign of In-charge

Sign of the Principal
PRINCIPAL

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