



# GODAVARI COLLEGE OF NURSING, JALGAON

## MAINTENANCE COMMITTEE MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Mr. R. Puranik

VENUE: conference hall DATE: 15/08/2017 TIME: 10:00 AM

AIMS AND OBJECTIVES OF MEETING.....

- 1) To constitute maintenance committee
- 2) To discuss about procedure & policies for maintaining & utilizing physical, academic & support facilities.

### AGENDA FOR MEETING

1	To constitute maintenance committee members
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### ATTENDANCE FOR MEETING

SR. NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
10	Mr. R. Puranik	Principal	<u>Puranik</u>
20	Mrs. Nivedita	vice principal	<u>Nivedita</u>
30	Mr. Pravin Kolhe	Administrative officer	<u>Kolhe</u>
40	Mr. Gopal Bhole	librarian	<u>Bhole</u>
50	Mr. Parash Patil	Civil engineer	<u>Patil</u>
60	Mr. Surendra Gencande	physical director	<u>Gencande</u>
70	Mr. Bhushan Chaudhari	Network officer	<u>Patil</u>
80	Mr. Bhingale	electrician	<u>Bhingale</u>

MINUTES OF MEETING:

① To constitute maintenance committee  
 - to discuss about procedure & policies for maintaining & utilizing physical, academic & support facilities.

② The chairperson, secretary & members discussed & formulated procedure & policies for maintaining & utilizing physical, academic & support facilities.

- meeting adjourned at 11 pm

*C. Parulkar*  
 Mr. Ravindra Parulkar

MEETING MINUTES PASSED BY:  
**PRINCIPAL**  
 GODAVARI COLLEGE OF NURSING  
 JALGAON

*Pravin Kulkarni*  
 Mr. Pravin Kulkarni  
 MEETING SECRETARY:  
 GODAVARI COLLEGE OF NURSING



# GODAVARI COLLEGE OF NURSING, JALGAON

## MAINTENANCE COMMITTEE

### MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Mr. P. Purawale

VENUE: conference hall DATE: 12/12/2017 TIME: 10.00am

AIMS AND OBJECTIVES OF MEETING:

To discuss about college maintenance  
library, laboratory, computer classroom &  
Sports

#### AGENDA FOR MEETING

1	
2	To discuss about college maintenance
3	(library, laboratory, computer classroom &
4	sports).
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#### ATTENDANCE FOR MEETING

SR. NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
1.	Mr. Purawale	principal / chairperson	
2.	Mrs. Niveditya	vpce principal	
3.	Mr. pravin kolhe	Administrative officer.	
4.	Mr. gopal bhole	member.	
5.	Mr. Surendra gauwande	Member	
6.	Mr. prakash patil	Member	
7.	Mr. Bheeman Chaudhari	Member.	
8.	Mr. pravin Bhargave	Member.	

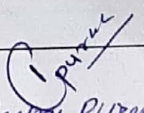
Agenda 1

1) To discuss about the college maintenance library, laboratory, computer, classroom & sports.

- the committee members informed about electrical appliance maintenance and repair in the classroom & laboratory.

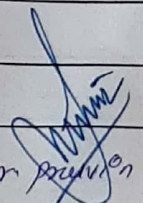
- It was discussed & forwarded to the managing director.

- the principal informed to the committee to maintain monthly inventory in library, laboratory, computer & sports.



Mr. Ranendra Purohit

MEETING PASSED BY:  
PRINCIPAL  
GODAVARI COLLEGE OF NURSING  
JALGAON



Mr. Ranendra Purohit

MEETING SECONDED BY:  
REGISTRAR



**GODAVARI COLLEGE OF NURSING, JALGAON**

**MAINTENANCE COMMITTEE  
MINUTES OF MEETING RECORD**

CHAIR PERSON FOR MEETING: Mr. R. Pusarik

VENUE: Conference hall, DATE: 17/04/2018 TIME: 10 am

AIMS AND OBJECTIVES OF MEETING.....

To discuss about the extra furniture  
& CCTV maintenance for examination hall.

**AGENDA FOR MEETING**

1	<u>To discuss about the extra furniture</u>
2	<u>&amp; CCTV maintenance for examination</u>
3	<u>hall.</u>
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**ATTENDANCE FOR MEETING**

SR. NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
1	<u>Mr. R. Pusarik</u>	<u>Principal / Chairperson</u>	<u>[Signature]</u>
2	<u>Mrs. Nivedita Pusarik</u>	<u>vice principal</u>	<u>[Signature]</u>
3	<u>Mr. Pravin Kolhe</u>	<u>Administrative officer</u>	<u>[Signature]</u>
4	<u>Mr. Gopal Bhole</u>	<u>member</u>	<u>[Signature]</u>
5	<u>Mr. Parash Pathi</u>	<u>member</u>	<u>[Signature]</u>
6	<u>Mr. Suresh Gunde</u>	<u>member</u>	<u>[Signature]</u>
7	<u>Mr. Bhashu Chaudhari</u>	<u>member</u>	<u>[Signature]</u>
8	<u>Mr. Pravin Bhargave</u>	<u>member</u>	<u>[Signature]</u>

The maintenance committee meeting was held on 17/04/2018 at 10.00 AM at conference hall, Godavari College of Nursing.

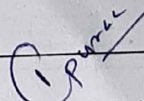
Mr. R. Praveen Principal / Chairperson welcomed the gathering. A previous minute of meeting was read over. Action taken report was discussed.

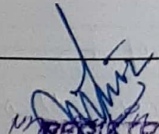
Agenda I:

To discuss about the extra furniture & CCTV maintenance for examination hall.

- Mr. Pravin Kolhe suggested 50 exam tables & chairs for the examination purpose.

- Principal referred to Mr. Bhushan Cheluvathi (Purchase & Maintenance) to look for CCTV maintenance to examination hall.

  
Mr. Ravindra Praveen  
MEETING MINUTES PASSED BY:  
**PRINCIPAL**  
GODAVARI COLLEGE OF NURSING  
JALGAON

  
REGISTRAR  
GODAVARI COLLEGE OF NURSING  
JALGAON



GODAVARI FOUNDATION'S  
GODAVARI COLLEGE OF NURSING, JALGAON  
MAINTENANCE COMMITTEE  
MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Mrs. R. Pusawale

VENUE: conference hall DATE: 14/08/2018 TIME: 10 am

AIMS AND OBJECTIVES OF MEETING:

- To discuss about the enhancement of the library book.

AGENDA FOR MEETING

1	- To Discuss about the enhancement
2	of the library book.
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4	- To discuss about Installation of
5	biometric device in the nursing college.
6	
7	- To review about damaged item in
8	the college.
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ATTENDANCE FOR MEETING

SR. NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
1.	Mrs. R. pusawale	principal	
2.	Mrs. Nivedita prasad	vice principal	
3.	Mr. pravin kolhe	administrative officer	
4.	Mrs. Gopul bhale	member	
5.	Mrs. poolesh patil	member	
6.	Mr. Surendra gawane	member	
7.	Mr. Bhushan Chaudhari	member	
8.	Mr. pravin Bhargave	member	

Agenda I :-

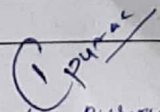
To discuss about the enhancement of the library books.

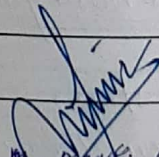
- Mr. bhale librarian recommended to buy new edition for all the department, binding of old books, discussed and forwarded.

Agenda II :-

To discuss about installation of biometric device in the nursing college.

- Mr. R. Purank principal & vice principal & members decided to have biometric device in the nursing college & the requisition is forwarded to managing director.

  
MR. Ravi Prasad Purank  
PRINCIPAL  
MEETING MINUTES PASSED BY  
GODAVARI COLLEGE OF NURSING  
JALGAON

  
MR. Pratik Kulkarni  
REGISTERED BY  
GODAVARI COLLEGE OF NURSING  
JALGAON





**GODAVARI COLLEGE OF NURSING, JALGAON**

**MAINTENANCE COMMITTEE  
MINUTES OF MEETING RECORD**

CHAIR PERSON FOR MEETING: Mr. P. Puranik

VENUE: Conference Hall DATE: 16/04/2019 TIME: 10 am

AIMS AND OBJECTIVES OF MEETING.....

- To review about damaged items in the college.

**AGENDA FOR MEETING**

1	To review about damaged items in
2	the college.
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**ATTENDANCE FOR MEETING**

SR. NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
1	Mr. Puranik	Principal	<u>Puranik</u>
2	Mr. Pravin Kolhe	Administrative Officer	<u>Kolhe</u>
3	Mr. Gopal Bhole	Member	<u>Bhole</u>
4	Mr. Puresh Patil	Member	<u>Patil</u>
5	Mr. Surendra Pawar	Member	<u>Pawar</u>
6	Mr. Bhushan Chaudhari	Member	<u>Chaudhari</u>
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10	Mr. Pravin Bhangale	Member	<u>Bhangale</u>

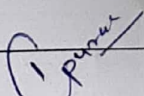
The maintenance committee meeting was held on 12/1/2014 at 10:00 AM at conference hall, Godavari college of nursing.

Mr. P. Puranik principal welcomed the gathering. A previous minute of meeting was read out. Action taken Report was discussed.

### Agenda I:-

to review about changed item in the college.

- all the committee members discussed about concerned item in laboratory and informed to the concerned department.

  
 Mrs. Puranik  
 PRINCIPAL  
 GODAVARI COLLEGE OF NURSING  
 MEETING MINUTES PASSED BY  
 JALGAON

  
 Mr. P. K. Kulkarni  
 REGISTRAR  
 MEETING SECONDED BY  
 GODAVARI COLLEGE OF NURSING



# GODAVARI COLLEGE OF NURSING, JALGAON

## MAINTENANCE COMMITTEE

### MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Mr. R. Puranik

VENUE: conference hall DATE: 20/08/2019 TIME: 10.00am

AIMS AND OBJECTIVES OF MEETING.....

- To discuss about the building maintain

#### AGENDA FOR MEETING

1	<u>To discuss about the building</u>
2	<u>maintenence.</u>
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#### ATTENDANCE FOR MEETING

SR. NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
10	<u>Mr. R. Puranik</u>	<u>Principal</u>	<u>[Signature]</u>
2.	<u>Mr. Pravin Kolhe.</u>	<u>Administrative officer</u>	<u>[Signature]</u>
3.	<u>Mr. Geopal bhale.</u>	<u>Member</u>	<u>[Signature]</u>
4.	<u>Mr. Parash Patil</u>	<u>Member</u>	<u>[Signature]</u>
5	<u>Mr. Surendra Gadamaj</u>	<u>member</u>	<u>[Signature]</u>
6	<u>Mr. Bhushan Chaudhari.</u>	<u>member.</u>	<u>[Signature]</u>
7.	<u>Mr. Pravin Blangele.</u>	<u>Member.</u>	<u>[Signature]</u>

## MINUTES OF MEETING:

The maintenance meeting was held on 20/08/2014 at 10:00 AM at conference hall, Godavari college of nursing.

Mr. R. Puravik principal / chairperson welcomed the gathering.

A previous minute of meeting was read out, action taken was discussed.

### Agenda I :-

To discuss about the building maintenance

→ Mr. Paresh (incharge of building maintenance) discussed about the college building needly & maintenance of the campus forwarded to the managing director.

→ Meeting adjourned at 11:00 PM

Mr. R. Puravik  
PRINCIPAL  
GODAVARI COLLEGE OF NURSING  
JALGAON

Mr. R. K. Kohli  
REGISTRAR  
GODAVARI COLLEGE OF NURSING  
JALGAON



GODAVARI COLLEGE OF NURSING, JALGAON

MAINTENANCE COMMITTEE

MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Mrs. P. Pusank

VENUE: conference hall DATE: 14/04/2020 TIME: 10 am

AIMS AND OBJECTIVES OF MEETING:

- updating the name board in the principal office.

AGENDA FOR MEETING

1	- updating the name board in the
2	principal's office.
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ATTENDANCE FOR MEETING

NAME OF PARTICIPANT	DESIGNATION	SIGN
Mrs. R. Pusank	principal	
Mr. Pravin Kolhe	Administrative officer	
Mr. Gopal Bhole	member.	
Mr. Parash Patil	member	
Mr. Surendra Bhanu	member	
Mr. Bhushan Chaudhari	member.	
Mr. Pravin Bhoyale	member	

The maintenance committee meeting was held on 14/04/2020 at 10. AM at conference hall, Godavari college of nursing.

Mr. purnika principal/chairperson welcomed the gathering.

A previous minute of meeting was read out, action taken report was discussed.

Agenda I :- updating the name board in the principal's office.

→ chairperson said that the name board in the principal's office needs to be updated various suggestions were given by the members of the committee to make the board more attractive and creative, sincerely, it was decided that the existing board itself will be made more attractive by using the different colour letters.

→ committee agreed for the suggestion meeting adjourned at 11:00am.

Mr. Ravindra Purnika  
PRINCIPAL  
MEETING MINUTES PASSED BY  
GODAVARI COLLEGE OF NURSING  
JALGAON

Mr. purnika  
REGISTRAR  
MEETING MINUTES PASSED BY  
GODAVARI COLLEGE OF NURSING  
JALGAON



# GODAVARI COLLEGE OF NURSING, JALGAON

## MAINTENANCE COMMITTEE

### MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Mr. R. Pusanik

VENUE: Conference hall DATE: 11/08/2020 TIME: 10:00 Am

AIMS AND OBJECTIVES OF MEETING.....

- To discuss on installing the plug point to the conference hall.

#### AGENDA FOR MEETING

1	- To discuss on installing the plug
2	point to the conference hall.
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#### ATTENDANCE FOR MEETING

SR NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
1	Mr. R. Pusanik	Principal	
2	Mr. Pravin Kolhe	Administrative officer	
3	Mr. Gopal Bhole	members	
4	Mr. Paresh Patil	members	
5	Mr. Surendra Bawande	members	
6	Mr. Bhushan Chaudhari	members	
7	Mr. Pravin Bhargave	member	

The maintenance committee meeting was held on 11/08/2020 at 10:00am at conference hall, Godavari college of nursing.

### Agenda:

To discuss on installing the play point to the conference hall.

→ chairperson expressed that the play point are not sufficient for the laptop charging in the conference hall at God. there was a shortage for the play point seen during the workshop hence, the committee felt that the ~~felt~~ extra play point could be purchased so that it is useful in the future too.

→ principal said that these things will be informed to the member (electrician) and action will be taken as early as possible.

meeting adjourned at 10:30 pm

Mr. Ravindra Puri

MEETING CHAIRMAN  
GODAVARI COLLEGE OF NURSING  
JALGAON

Mr. Ravindra Puri

MEETING REGISTERED BY  
GODAVARI COLLEGE OF NURSING





GODAVARI FOUNDATION'S  
**GODAVARI COLLEGE OF NURSING, JALGAON**  
MAINTENANCE COMMITTEE  
MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Mr. R. Purank

VENUE: Conference hall DATE: 15/12/2020 TIME: 10am

AIMS AND OBJECTIVES OF MEETING.....  
- To discuss about installation of  
new Xerox machine in the nursing  
college.

AGENDA FOR MEETING

1	- To discuss about installation of new Xerox
2	machine in the nursing college.
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ATTENDANCE FOR MEETING

Sl. No	NAME OF PARTICIPANT	DESIGNATION	SIGN
	Mr. R. Purank	Principal	
	Mr. Pravin Kolhe	Administrative officer	
	Mr. Gopal Bhole	Member	
	Mr. Pooresh Patil	Member	
	Mr. Surendra Gwarda	Member	
	Mr. Bhushan Chaudhari	Member	
	Mr. Pravin Bhargave	Member	

The maintenance committee meeting was held on 15/02/2020 at 10.00 am at conference hall, Godavari College of Nursing.

principal / chairperson welcomed the gathering, A previous minute of meeting was read out, action taken report was discussed.

### Agenda I:-

To discuss about installation of new xerox machine in the nursing college.

principal & vice principals members decided to have xerox machine in the nursing college & this requisition is forwarded to managing directors.

meeting adjourned at 11.20 am.

Mr. R. Prasad  
 PRINCIPAL  
 MEETING MINUTES PASSED BY:  
 GODAVARI COLLEGE OF NURSING  
 JALGAON

Mr. Pravin Kothur  
 REGISTRAR  
 MEETING SECONDED BY:  
 GODAVARI COLLEGE OF NURSING



# GODAVARI COLLEGE OF NURSING, JALGAON

## MAINTENANCE COMMITTEE

### MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Mr. R. Pusank

VENUE: Conference hall DATE: 13/04/2021 TIME: 10 am

AIMS AND OBJECTIVES OF MEETING.....

- To discuss about the repair of water purifier.

#### AGENDA FOR MEETING

1	To discuss about the repair of water purifier.
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#### ATTENDANCE FOR MEETING

SR NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
1	Mr. R. Pusank	Principal.	
2	Mr. Pravin Kolhe	Administrative officer	
3	Mr. Gopal Bhole	Member	
4	Mr. Paresh Patil	Member	
5	Mr. Surendra Gawande	Member	
6	Mr. Bhushan Chaudhari	Member	
7	Mr. Pravin Bhargava	Member	

The maintenance committee meeting was held on 13/07/2021 at 10.00 am at conference hall, Godavari College of Nursing, Jalgaon.

Mrs. Mousmi Lende principal welcomed the gathering. A previous minute of meeting was read out, action taken report was discussed.

#### Agenda :-

To discuss about the repair of water purifiers.

- Mr. (Purchase of plumber) discussed about the repair of water purifiers in the college forwarded to the managing director.

- meeting adjourned at 11.00 am.

Mr. R. P. Kulkarni

MEETING MINUTES PASSED BY:  
PRINCIPAL  
GODAVARI COLLEGE OF NURSING  
JALGAON

Mr. P. S. Kulkarni  
REGISTRAR  
MEETING SECONDED BY:  
GODAVARI COLLEGE OF NURSING



**GODAVARI COLLEGE OF NURSING, JALGAON**

**MAINTENANCE COMMITTEE  
MINUTES OF MEETING RECORD**

CHAIR PERSON FOR MEETING: Dr. Mousami Tendhe.

VENUE: conference hall DATE: 14/12/2021 TIME: 10 am

AIMS AND OBJECTIVES OF MEETING.....

- updating the name board in all  
HOD's office & classroom, laboratories

**AGENDA FOR MEETING**

1	updating the name board in all
2	HOD's office & classroom, laboratories.
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**ATTENDANCE FOR MEETING**

SR. NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
1	Dr. Mousami Tendhe	Principal	<u>M. Tendhe</u>
2	Mr. Pravin Kolhe	Administrative officer	<u>P. Kolhe</u>
3	Mr. Gopal Bhole	Members	<u>G. Bhole</u>
4	Mr. Paresh Puti	Members	<u>P. Puti</u>
5	Mr. Surendra Gawande	Members	<u>S. Gawande</u>
6	Mr. Bhushan Chavhan	Members	<u>B. Chavhan</u>
7	Mr. Pravin Bhargava	Members	<u>P. Bhargava</u>

The maintenance committee meeting was held on 14/12/2021 at 10:00 am at conference hall, Godavari college of nursing.

Mrs. Mousmi Lenka principal / chairperson welcome the gathering, A previous minute of meeting was read out action taken report was discussed.

Agenda :- updating the name board in all HOD's office & classroom, laboratory

- Chairperson said that the name board in the principal's office need to be update.

Various suggestion were given by the members of the committee to make the board more attractive & creative.

Finally it was decided that the existing board itself will be made more attractive by using different colour letters.

meeting adjourned at 11:00 am

Ms. R. Lenka  
PRINCIPAL  
GODAVARI COLLEGE OF NURSING  
JALGAON

Ms. Pravin Kulkarni  
REGISTRAR  
GODAVARI COLLEGE OF NURSING  
JALGAON



GODAVARI FOUNDATION'S  
**GODAVARI COLLEGE OF NURSING, JALGAON**  
 MAINTENANCE COMMITTEE  
 MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Dr. Mousami Lendhe

VENUE: conference hall DATE: 12/04/2023 TIME: 10:00 am

AIMS AND OBJECTIVES OF MEETING: .....

- To discuss about the repair & printed

**AGENDA FOR MEETING**

1	To discuss about the repair computers,
2	& printers.
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**ATTENDANCE FOR MEETING**

SR. NO	NAME OF PARTICIPANT	DESIGNATION	SIGN
1.	Dr. Mousami Lendhe	Principal	<u>M.Lendhe</u>
2.	Mr. Pravin Kholte	Administrative officer	<u>Pravin</u>
3.	Mr. Gopal Bhole	members.	<u>Gopal</u>
4.	Mr. Paresh Patil	members.	<u>Patil</u>
5.	Mr. Surendra Bhalwade	members.	<u>Surendra</u>
6.	Mr. Bhushan Chaudhari	members.	<u>Bhushan</u>
7.	Mr. Pravin Bhalwade	member.	<u>Bhalwade</u>

The maintenance of committee meeting was held on 12/02/2022 at 10.00 am at conference hall, Godavari college of nursing.

Mrs. Mousami Lende principal / Chairperson welcome the gathering, a previous minutes meeting was read out, action taken report was discussed.

Agenda:

To discuss about the repair computers, printers.

- Mr. Pravin Kolhe suggested to repair computers & printers for office purpose.

- principal informed to the Mr. Bhaskar Chavhan (Incharge network officer) to look for repair the computers & printers.

- meeting adjourned at 11.00 am.

Dr. Mousami Lende.

PRINCIPAL  
MEETING MINUTES PASSED BY  
GODAVARI COLLEGE OF NURSING  
JALGAON

Mr. Pravin Kolhe  
REGISTRAR  
GODAVARI COLLEGE OF NURSING  
JALGAON





GODAVARI COLLEGE OF NURSING, JALGAON

MAINTENANCE COMMITTEE

MINUTES OF MEETING RECORD

CHAIR PERSON FOR MEETING: Dr. Moulami lendhe.

VENUE: Conference hall DATE: 13/12/2024 TIME: 10 am

AIMS AND OBJECTIVES OF MEETING:

- To review about damaged item in the college.

ENDA FOR MEETING

Table with 1 row containing the text: TO Review about damaged item in the college.

ATTENDANCE FOR MEETING

Table with 3 columns: NAME OF PARTICIPANT, DESIGNATION, SIGN. Rows include Dr. Moulami lendhe (Principal), Mr. Pravin Kolhe (Administrative officer), Mr. Gopal Bhole (member), Mr. Paresh Patil (Member), Mr. Surendra Bhumare (Member), Mr. Bhushan Chaudhari (member), and Mrs. Pravin Bhungalle (member).

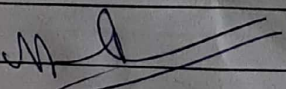
The maintenance committee meeting was held on 13/12/22 at 10 am at conference hall, Godavari college of Nursing.

Ms. Mousami Lende welcomed the gathering & perused minute of meeting which was read out, action taken report was discussed.

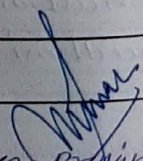
Agenda I :-

To Review about damaged item in the college.

- All the committee members discussed about damaged item in laboratories and informed to the concerned department.

  
Ms. Mousami Lende

PRINCIPAL  
GODAVARI COLLEGE OF NURSING  
JAGGAON

  
Ms. Preethi Kothu  
REGISTRAR  
MEETING RECORD BY:  
GODAVARI COLLEGE OF NURSING