



LUTJF'S

Prin. Dr. Sudhakar Rao Jadhavar Arts, Commerce and Science College

NAAC Accredited Grade 'B'

Phone: +91-65227117 || Email: sjartscommcollege@gmail.com || Website:  
https://jadhavarcollegeedu.com

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

• **Laboratory Maintenance-**

The Laboratory staff takes care of proper maintenance of the equipment. Precision measures are taken and updates are carried after discussion with principal.

• **Library-**

The library provides the facilities to the students and staff by regularly exchanging the books. Library code of conductions have to be follow in the library. Librarian keeps all records of the library in appropriate way.

• **Infrastructure-**

The infrastructure is maintained by respective committee through carpenters, electrician, mason, plumber and painters etc. Standard operating procedure is carried out in the proper process.

• **Cleaning -**

Cleaning committee looks after all housekeeping work earmarked of all classrooms and other area of the college as per requirement.

• **Sports equipment and stationary:**

The sports equipment and stationary have well maintained and utilized whenever required. The kits and sportswear are ordered by sanctioning the quotations. Teaching aids and necessary things have provided e.i. fan, board and etc.

• **Water tankers and garbage :**

Water is supplied by corporation bore well and if necessary, water tankersplied. The record is maintained and paid monthly to the agency. The quotation and bills are attached to the files and maintained in the college office.

• **Computer Maintenance-**

Internet is provided monthly the quotation is prepared and paid according to the bills. If any electronic appliances like speakers are required then standard operating procedure is followed.



for

*Billem*

**Principal**

Prin. Dr. Shudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41



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4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

• **Laboratory Maintenance-**

The Laboratory staff takes care of proper maintenance of the equipment. Precision measures are taken and updates are carried. The glassware's and all the requirements are ordered annually as per the need. For this standard operating procedure is carried out. In which a quotation is prepared including the name and quality of materials and instruments. This quotation is sent to the president and vice president of the college. After sanctioning the quotation by president and vice president the order is placed. The quotation and respective bills are attached in the respective year file and maintained by college office staff.

The laboratories and library have attendants who keep all the inclusive of furniture equipment etc. clean on a regular basis.

• **Library-**

The library staff provides the facilities to the students and staff by regularly exchanging the books. Library cards and borrow numbers are issued to the students and teachers for exchanging the books. The students from all the classes are given a specific day for exchanging the book. Librarian maintains books issue returns record daily. The record of the library is having sufficient number of books for the issuing purposes. The teachers also obtain the requisite number of books from the library.

If there is any requirement of books standard operating procedure is carried out.

The library is kept dust free and also books are well maintained. If the book is lost or damaged by a person then that individual is punished to buy the same new book for the college. Thus the college library staff help in attending the teachers and students demand.

• **Infrastructure-**

The infrastructure is maintained by a team of skilled personnel which includes carpenters, electrician, mason, construction workers, plumber and painters.



for  
*S. K. Kulkarni*

**Principal**

Prin. Dr. Sudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41



**Dr. Sudhakar Jadhavar Arts , Commerce and Science College**

Manaji Nagar Dhayri, Pune 411041

DATE: 7 Oct. 2022

**NOTICE****1<sup>st</sup> Cleaning Committee Meeting**

It is informed to all Cleaning Committee Members that 1<sup>st</sup> Cleaning Committee Meeting for the academic year 2022-2023 will be conducted on 11 Oct. 2022 under the guidance of Prin. Savita Bidkar Mam at 1:00 PM in the Conference Hall to discuss on following agenda, attendance in compulsory.

Agenda for the meeting is as follow,

01. To confirm the last Meeting Minute held on 6 Oct. 2021.
02. Discussion on Cleaning work.
03. To take decision on awareness about Sanitization & Hygiene.
04. Planning of Cleaning for Ground Floor & All Floors including all Washrooms.
05. Any other subject Permitted by Chairperson.



  
**Principal**  
 Prin. Dr. Savita Bidkar  
 Dr. Sudhakar Jadhavar Arts, Commerce  
 & Science College, Manaji - Dhayari, Pune - 41

Sr. No.	Member of Committee	Signature
01.	Prin. Savita Bidkar	
02.	Prof. Arundhati Kulkarni	
03.	Prof. Seema Koshti	
04.	Prof. Veda Khirit	
05.	Prof. Priti Kumbhojkar	

# Dr. Sudhakar Jadhavar Arts , Commerce and Science College

Manaji Nagar Dhayri, Pune 411041

DATE: 13 Oct. 2022

## MINUTES OF 1<sup>ST</sup> CLEANING COMMITTEE

Cleaning Committee Meeting was held on 11 Oct. 2022 at 1:00 PM in Conference Hall under the guidance of Prin. Savita Bidkar Mam for this meeting. Following discussions has been made according to Agenda.

Agenda for the Meeting was as under,

13. **To confirm the last Meeting Minute held on 6 Oct. 2021:** The last Meeting held on 6<sup>th</sup> Oct. 21 was read out & confirmed by all members.
14. **Information about Cleaning:** Cleaning Committee Head Prof. Priti Kumbhojkar Mam welcome all Committee Members of Cleaning Committee. After that, Prin. Bidkar Mam discussed with all the Committee Members about Cleaning Information.
15. **To take decision on awareness about Sanitization & Hygiene:** Decide to maintain Cleanliness of the Campus, Washrooms, Corridors of the College. Prin. Bidkar Mam given the responsibility of Cleaning Supervision to all the Teachers.
16. **Planning of Cleaning for Ground Floor & All Floors including all Washrooms:** It is discussed to check Cleanliness twice a week by each Teacher on rotation Method. Prof. Priti Kumbhojkar Mam also suggested Students to aware about Cleanliness of the Classroom.  
Aware the Girls about Sanitization and also provide for Sanitary Napkin Machine in Washroom. Prof. Priti Kumbhojkar Mam also suggested to Keep Sanitary Napkin Disposal Machine in Ladies Washroom.
17. **Any other subject Permitted by Chairperson:** Prin. Bidkar Mam asked to prepare WhatsApp Group & Upload Photos after Cleaning in the Campus.
18. As there was no another subject on Agenda meeting was ended with Vote of Thanks.



*[Handwritten Signature]*

Principal  
Prin. Dr. Sudhakar Jadhavar Arts, Commerce  
Dr. Sudhakar Jadhavar Arts, Commerce & Science College, Manaji Nagar, Narhe - Dhayari, Pune 411041



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## Dr. Sudhakar Rao Jadhavar Arts , Commerce and Science College

Manaji Nagar Dhayri, Pune 411041

DATE: 15 Nov 2022

### NOTICE

### 2<sup>nd</sup> Cleaning Committee Meeting

It is informed to all Cleaning Committee Members that 1<sup>st</sup> Cleaning Committee Meeting for the academic year 2021-2022 will be conducted on 18 .Nov. 2022 under the guidance of Prin. Savita Bidkar Mam at 1:00 PM in the Conference Hall to discuss on following agenda, attendance in compulsory.

Agenda for the meeting is as follow,

1. To confirm the last Meeting Minute held on 18 August 2020.
2. Discussion on Cleaning work.
3. To take decision on awareness about Sanitization & Hygiene.
4. Planning of Cleaning for Ground Floor & All Floors including all Washrooms.
5. Any other subject Permitted by Chairperson.



Principal

Prin. Dr. Shudhakar Jadhavar Arts, Commerce  
& Science College, Manaji Nagar, Dhayri, Pune - 41

Prin. Savita Bidkar

Sr. No.	Member of Committee	Signature
1.	Prin. Savita Bidkar	
2.	Prof. Arundhati Kulkarni	
3.	Prof. Seema Koshti	
4.	Prof. Veda Khirit	
5.	Prof. Priti Kumbhojkar	

# Dr. Sudhakar Rao Jadhavar Arts , Commerce and Science College

Manaji Nagar Dhayri, Pune 411041

DATE: 23 Nov 2022

## MINUTES OF 1<sup>st</sup> CLEANING COMMITTEE

Cleaning Committee Meeting was held on 18 Nov 2022 at 1:00 PM in Conference Hall under the guidance of Prin. Savita Bidkar Mam for this meeting. Following discussions has been made according to Agenda.

Agenda for the Meeting was as under,

1. **To confirm the last Meeting Minute held on 18 August 2020:** The last Meeting held on 18 oct. 2022 was read out & confirmed by all members.
2. **Information about Cleaning:** Cleaning Committee Head Prof. Priti Kumbhojkar Mam welcome all Committee Members of Cleaning Committee. After that, Prin. Bidkar Mam discussed with all the Committee Members about Cleaning Information.
3. **To take decision on awareness about Sanitization & Hygiene:** Decide to maintain Cleanliness of the Campus, Washrooms, Corridors of the College. Prin. Bidkar Mam given the responsibility of Cleaning Supervision to all the Teachers.
4. **Planning of Cleaning for Ground Floor & All Floors including all Washrooms:** It is discussed to check Cleanliness twice a week by each Teacher on rotation Method. Prof. Priti Kumbhojkar Mam also suggested Students to aware about Cleanliness of the Classroom.  
Aware the Girls about Sanitization and also provide for Sanitary Napkin Machine in Washroom. Prof. Priti Kumbhojkar Mam also suggested to Keep Sanitary Napkin Disposal Machine in Ladies Washroom.
5. **Any other subject Permitted by Chairperson:** Prin. Bidkar Mam asked to prepare WhatsApp Group & Upload Photos after Cleaning in the Campus.
6. As there was no another subject on Agenda meeting was ended with Vote of Thanks.



Chairman

**Principal**

Prin. Dr. Shudhakar Jadhavar Arts, Commerce & Science College, Manaji Nagar - Dhayari, Pune - 41

Prin. Savita Bidkar



**Dr. Sudhakar Rao Jadhavar Arts , Commerce and Science College**

Manaji Nagar Dhayri, Pune 411041

DATE: 23 Dec. 2022

**NOTICE**

**3<sup>rd</sup> Cleaning Committee Meeting**

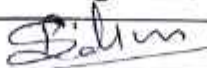
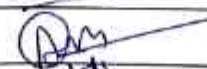
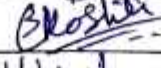
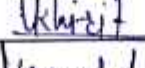

It is informed to all Cleaning Committee Members that 1<sup>st</sup> Cleaning Committee Meeting for the academic year 2021-2022 will be conducted on 26 Dec 2022 under the guidance of Prin. Savita Bidkar Mam at 1:00 PM in the Conference Hall to discuss on following agenda, attendance in compulsory.

Agenda for the meeting is as follow,

6. To confirm the last Meeting Minute held on 5 Oct. 2020.
7. Discussion on Cleaning work.
8. To take decision on awareness about Sanitization & Hygiene.
9. Planning of Cleaning for Ground Floor & All Floors including all Washrooms.
10. Any other subject Permitted by Chairperson.

Chairman

**Principal**  
Prin. Dr. Shudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41  
Prin. Savita Bidkar

Sr. No.	Member of Committee	Signature
6.	Prin. Savita Bidkar	
7.	Prof. Arundhati Kulkarni	
8.	Prof. Seema Koshti	
9.	Prof. Veda Khirit	
10.	Prof. Priti Kumbhojkar	

**Dr. Sudhakar Rao Jadhavar Arts , Commerce and Science College**

Manaji Nagar Dhayri, Pune 411041

DATE: 29 Dec 2022

**MINUTES OF 3<sup>rd</sup> CLEANING COMMITTEE**

Cleaning Committee Meeting was held on 26 Dec 2022 at 1:00 PM in Conference Hall under the guidance of Prin. Savita Bidkar Mam for this meeting. Following discussions has been made according to Agenda.

Agenda for the Meeting was as under,

7. **To confirm the last Meeting Minute held on 5 Oct. 2020:** The last Meeting held on 18<sup>th</sup> Nov. 2022 was read out & confirmed by all members.
8. **Information about Cleaning:** Cleaning Committee Head Prof. Priti Kumbhojkar Mam welcome all Committee Members of Cleaning Committee. After that, Prin. Bidkar Mam discussed with all the Committee Members about Cleaning Information.
9. **To take decision on awareness about Sanitization & Hygiene:** Decide to maintain Cleanliness of the Campus, Washrooms, Corridors of the College. Prin. Bidkar Mam given the responsibility of Cleaning Supervision to all the Teachers.
10. **Planning of Cleaning for Ground Floor & All Floors including all Washrooms:** It is discussed to check Cleanliness twice a week by each Teacher on rotation Method. Prof. Priti Kumbhojkar Mam also suggested Students to aware about Cleanliness of the Classroom.  
Aware the Girls about Sanitization and also provide for Sanitary Napkin Machine in Washroom. Prof. Priti Kumbhojkar Mam also suggested to Keep Sanitary Napkin Disposal Machine in Ladies Washroom.
11. **Any other subject Permitted by Chairperson:** Prin. Bidkar Mam asked to prepare WhatsApp Group & Upload Photos after Cleaning in the Campus.
12. As there was no another subject on Agenda meeting was ended with Vote of Thanks.



Chairman

**Principal**Prin. Dr. Shudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41

Prin. Savita Bidkar



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Prin. Dr. Sudhakar Rao Jadhavar Arts, Commerce and Science College  
Manaji Nagar, Narhe-Dhayri Road, Pune-41

Date: 14/08/2023

## NOTICE

### 1<sup>ST</sup> Sport Committee Meeting

It is Inform to all the sport committee members that the 1<sup>ST</sup> Sport Committee Meeting for the academic year 2023-2024 will be conducted on 20/08/2023 under the guidance of Hon. Prin. Dr. Sudhakar Rao Jadhavar Sir At 11.00 am in the college to discuss on the following agenda attendance is compulsory.

#### Agenda for the meeting is as under:-

1. To confirm the last meeting minutes.
2. To take permission for district sports meeting.
3. Planning for first year student medical test.
4. Any other subject permitted by chair.

Principal  
Principal

Prin. Dr. Shudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41



Chairman Of Sports Committee

Sr. NO	Member Of Committee	Sign
1	Prof. Seema Koshti	
2	Prof. Veda Khirit	
3	Prof. Priti Kumbhojkar	
4	Prof. Chaya Gaikwad	

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**Prin. Dr. Sudhakar Rao Jadhavar Arts, Commerce and Science College**

Manaji Nagar, Narhe-Dhayri Road, Pune-41

Date : 26/08/2023

**MINUTES OF 1<sup>ST</sup> SPORT COMMITTEE**

Sport committee Meeting was held 20/08/2023 at 11.00 am library under the guidance of prin. Dr. Sudhakar Rao Jadhavar Sir for this meeting Following discussion has been made according to agenda.

**Agenda for the meeting was as under:-**

1. **To confirm the last meeting minutes:-** The minutes of last meeting was read by Prof. Mrunali Kadam madam after discussion the minutes it was confirmed by all members.
2. **To take permission for Health Check Up Meeting:-** Prof. Mrunali Kadam Madam informed that she has been invited Prin. Shital Bhosale Madam , Jadhavar Institute of Nursing for Health Check up on 01/09/2023.
3. **Planning for the first year student medical test:-** Prof .Veda Khirit Madam made detail discussion regarding first student medical test as per SPPU circular. Prof. Mrunali Kadam Madam physical director told that year he has already contacted two Doctors nearby area and provably at the starting of November 2024 such medical test will be undertaken. Before this test all the necessary notice & information will be submitted to college.
4. Any other subject permitted by chair as there is other subject on agenda meeting was concluded by vote of thanks.

Principal

Principal

Prin. Dr. Sudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41



Chairman Of Sports Committee



LUTJF'S

Prin. Dr. Sudhakar Rao Jadhavar Arts, Commerce and Science College  
Manaji Nagar, Narhe-Dhayri Road, Pune-41

Date : 19/12/2023

## NOTICE

### 2<sup>nd</sup> SPORT COMMITTEE MEETING

It is Inform to all the sport committee members that the 2<sup>nd</sup> Sport Committee Meeting for the academic year 2023-2024 will be conducted on 25/12/2023 under the guidance of Hon. Prin. Dr. Sudhakar Rao Jadhavar Sir At 11.30am in the college to discuss on the following agenda attendance is compulsory.

Agenda for the meeting is as under:-

1. Confirmation of last meeting minutes held on 20/08/2023.
2. Discussion on participation of student in various games.
3. Planning for sport activity.
4. Any other subject permitted by chair.

Principal  
Principal



Chairman Of Sports Committee

Prin. Dr. Shudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41

Sr. NO	Member Of Committee	Sign
1	Prof. Seema Koshti	BKoshti
2	Prof. Veda Khirit	Vkhirit
3	Prof. Priti Kumbhojkar	Kumbhojkar
4	Prof. Chhaya Gaikwad	Chhaya Gaikwad

LUTJF'S

**Prin. Dr. Sudhakar Rao Jadhavar Arts, Commerce and Science College**  
Manaji Nagar, Narhe-Dhayari Road, Pune-41

**Date: 29/12/2023**

**MINUTES OF 2<sup>ND</sup> SPORT COMMITTEE**

Sport committee meeting was held 25/12/23 at 11.30 am in library under the guidance of prin. Dr. Sudhakar Rao Jadhavar sir for this meeting. Following discussion has been made as per the agenda.

**Agenda for the meeting was as under:-**

- 1. To confirm the last meeting minutes held on 20/08/2023 :-** The minutes of last meeting was read by prof. Mrunali madam after discussion the minutes was confirmed by all members.
- 2. Discussion on participation of students in various games :-** Sport teacher give detailed information regarding participation of students, he told that students from FY, SY, TY B.Com, BBA, BCA TOOK participation in Athletic. Carrom, Chess, Kabaddi, kho-kho Cricket & Tug Of War matches held in pune rural area.
- 3. Planning for sports activity :-** To create confidence among students in sport it has been decided that sport week has been undertaken in the month of January 2024 principal sir told the members that they should give written application in detailed to follow the process.

As there is no another subject on agenda meeting was over with vote of thanks.

Principal



**Principal**

**Prin. Dr. Sudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41**

**Chairman Of Sports Committee**



# LUTJE'S

Prin. Dr. sudhakar Rao Jadhavar Arts, Commerce & Science College

Manaji Nagar Narhe Pune

Date: 30/12/2023

## NOTICE

### 3<sup>rd</sup> Sports Committee Meeting

It is inform all the sports Committee members that the 3<sup>rd</sup> Sports Committee Meeting for the academic year 2023-2024 will be conducted on 02/01/2024 under the guidance of .Hon. Prin Dr. Sudhakar Rao Jadhavar Sir At.10.30 am in the college to discuss on the following agenda attendance is compulsory.

**Agenda for the meeting is as under:**

- 1) Confirmation of last meeting minutes held on 25/12/2023.
- 2) Discuss on participation of student about Outdoor Games.
- 3) Planning for Game place, Game timing & Date.
- 4) Any other subject permitted by chair.

Sr. No	Member of Committee	Sign
1	Asst. Prof. Veda Khirit	
2	Asst. Prof. Priti Kumbhojkar	
3	Asst. Prof. Chhaya Gaikwad	
4	Asst. Prof. Archana Mane	

Principal

Principal

Prin. Dr. Sudhakar Jadhavar Arts, Commerce  
& Science College, Narhe - Dhayari, Pune - 41



Chairman

## LUTJE'S

Prin. Dr sudhakarrrao Jadhavar Arts, Commerce&Science College

Manaji Nagar Narhe Pune

Date:10/01/2024

### MINUTES OF 3<sup>rd</sup> SPORTS COMMITTEE

Sports committee meeting was held 02/01/2024 at 11am in library under the guidance of Prin.Dr. Sudhakarrrao Jadhavar Sir for this meeting. Following discussion has been made as per the agenda.

**Agenda for the meeting was as under :-**

**1)To Confirm the last meeting minutes held 25/12/2023 :-** The minutes of last meeting was read by prof. Mrs. Mrunali p. Kadam madam after discussion the minutes was confirmed by all members.

**2) Winner Students Name:- Outdoor Game**

Kho-Kho		
Sr.No	Boy's	Girl's
1	Pradip Podor	Monika Dhindale
2	Om Kadu	Sadhiya Pathan
3	Yash Lende	Shiwani Shejwal
4	Sujay Sathe	Neha Sonawane
5	Aniket Naik	Rutuja Khutekar
6	Sarvesh Potdar	Rutika Nivangune
7	Shrinivas Bhandari	Tanuja Katake
8	Omkar Hinge	Sanika Renuse
9	Abhishek Bhuwad	Sanika Renuse



## Kabaddi

1	Gaurav Rathod	Sakshi Nagtilak
2	Nikhil Salunke	Shruti Mhaskar
3	Abhishek Bhuwad	Neha Wagh
4	Shriniwas Bhandari	Sukanya Raut
5	Aryan Anchalkar	Anushka Lakhamde
6	Monesh Hole	Sakshi Chorghe
7	Yash Kadu	Samiksha Mulik

## Tug Of War

1	Gurudas Wagh	Nikita Badhai
2	Omkar Hinge	Payal Barana
3	om Kadu	Pooja Gore
4	Sarvesh Potdar	Sayyad Muskan
5	Shreyash Potdar	Samrudhi Gadkari
6	Atish Waghmare	Sanika Kolhadkar
7	Aniket Naik	Aarti Waghmare
8	Monesh Hole	Sayaki Bhikaule
9	Gaurav Rathod	Pratiksha Bagal
10	Adhinath Bichukale	Pooja Tupe

## Cricket Boy's

1	Aniket Naik
2	Monesh Hole
3	Gaurav Rathod
4	Adhinath Bichukale
5	Sarvesh Potdar
6	Shreyash Potdar
7	Gurudas Wagh
8	Omkar Hinge
9	Om Kadu
10	Atish Waghmare

Dr. Shudhakar Jagtap, Commerce  
Dhayari, Pune - 41



## LUTJE'S

Prin. Dr sudhakar Rao Jadhavar Arts, Commerce & Science College  
Manaji Nagar Narhe Pune

Date: 20/01/2024

### NOTICE

#### 4<sup>th</sup> Sports Committee Meeting

It is inform all the sport Committee members that the 4<sup>th</sup> Sports Committee Meeting for the academic year 2023-2024 will be conducted on 22/01/2024 under the guidance of .Hon. Prin Dr. Sudhakar Rao Jadhavar Sir At.10.30 am in the college to discuss on the following agenda attendance is compulsory.

Agenda for the meeting is as under:

- 1) Confirmation of last meeting minutes held on 02/01/2024.
- 2) Discuss on participation of student about indoor Games.
- 3) Planning for Game place, Game timing & Date.
- 4) Any other subject permitted by chair.

Sr. No	Member of Committee	Sign
1	Asst. Prof.Veda Khirit	
2	Asst.Prof. Priti Kumbhojkar	
3	Asst.Prof. Chhaya Gaikwad	
4	Asst.Prof.Archana Mane	

Principal

Chairman

Prin. Dr. Sudhakar Jadhavar Arts, Commerce  
& Science College, Manaji Nagar, Narhe, Pune - 41

