

Revamping and Renovation of Library

Minutes of the Meeting

Conducted on 3rd August 2023

Venue: Boardroom

Time: 11:30 pm

The Following Members were present

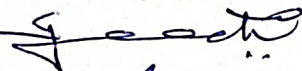
Dr. Rajshree Trivedi – Principal



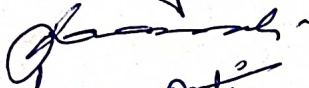
Smt. Himadri Nanavati- Chairperson Managing Committee



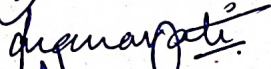
Shri. Sachin Nanavati- Trustee



Shri Apurva Nanavati



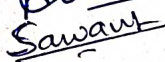
Ms. Anusha Nanavati




Shri Apurva Kamdar



Mrs. Sheetal Sawant



Ms. Aruna Gotad



Matter Discussed:

- Stacks Capacity for 40k books, 90 periodicals, 100 seating capacity of students and staff, 10 seating for cyber space PCs, 5-person admin and 3-person counter seating, separate section for PG, etc. requirement discussed.
- New record room and old record room will be removed from library
- Folding Racks to keep more books and space saving was discussed
- Provision for Recent Additions display, notices were discussed

Revamping and Renovation of Library

Minutes of the Meeting

Conducted on 13th October 2023

Venue: Boardroom

Time: 12:00 pm

The Following Members were present

Dr. Rajshree Trivedi – Principal

Smt. Himadri Nanavati- Chairperson Managing Committee

Shri. Sachin Nanavati- Trustee

Shri Apurva Nanavati

Ms. Anusha Nanavati

Shri Apurva Kamdar

Mrs. Sheetal Sawant

Ms. Aruna Gotad

Matter Discussed:

1. Library Layout Design discussed and 1st layout with separate PG section selected.
2. Requirement of more storage discussed.
3. Need to withdraw old and outdated books, bound volume was discussed
4. Need to make soft copy of CDs, VCDs & DVDs was discussed
5. Instead of Projector LCD requirement was discussed
6. Library shifting to gym details discussed. with help of Packers and movers library shifting was discussed.

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on 3rd August 2023

Venue: Boardroom

Time: 12:30 pm

The Following Members were present

Dr. Rajshree Trivedi – Principal

Smt. Himadri Nanavati- Chairperson Managing Committee

Shri. Sachin Nanavati- Trustee

Shri Apurva Nanavati

Ms. Anusha Nanavati

Shri Apurva Kamdar

Mrs. Sudha Nadkar

Mrs. Nidhi Soni

Ms. Himali Pimpale

Matter Discussed:

1. Size and measurements of drafting tables, tables used for classrooms, and illustration lab
2. Placements of machines and other equipment used for garments construction lab.
3. Space required for drape forms and mannequins

Details:

Pattern-making and Garment construction require bigger tables for the students to draft and lay fabric. While illustrating tables are supposed to be adjustable for students to draw/ illustrate design in their comfortable position. Hence, sizes and measurements were considered according to the needs of the subject, classroom, and space in the classroom.

Usha and Advance Juki machines consume different spaces and were settled in each class accordingly. Placement of each machine and equipment such as iron, iron board, overlock machine, stitching machines, and others were given specified space that will be feasible for usage. All this was done on the architectural app for a better view of classrooms and the size of machines were considered to fit.

Drape forms or dummies and mannequins were also placed according to subject and classrooms wherever it is required. Placement of these was tried and tested on the architectural app to save space.

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on 13th October 2023

Venue: Boardroom

Time: 12:30 pm

The Following Members were present

Dr. Rajshree Trivedi – Principal

Smt. Himadri Nanavati- Chairperson Managing Committee

Shri. Sachin Nanavati- Trustee

Shri Apurva Nanavati

Ms. Anusha Nanavati

Shri Apurva Kamdar

Mrs. Sudha Nadkar

Mrs. Nidhi Soni

Ms. Himali Pimpale

Matter Discussed:

1. Requirement and size of the mirror for garment construction and pattern-making lab
2. Size placement of tracing table
3. Size placement of printing table
4. Requirement of extra shelves in the cabinet in the illustration lab.
5. Lockers requirement for students. Size and placement of locker
6. Display board
7. Window display

Details:

Garment construction and pattern-making labs require mirrors for the students and their models to test the garment's look and fit. This requirement of the mirror, its size, and its placement in both labs were discussed and finalized.

The tracing table is a pattern-making lab requirement and has LED lights underneath a glass-top table for students to trace their repeated work to save time. Similarly, the size and placement of this tracing table were considered to be kept in the pattern-making lab.

As for the tracing table, the textile dyeing and printing lab needs to have a printing table. This table has fabric backing which will be stitched by the students. This table is required to be specifically used for printing and will keep the print process constricted to the table.

Students have a subject of product and accessory making, for which, there was a requirement of extra shelves in the display cupboard/ Cabinet in the Illustration lab. These extra shelves will be used for the display of student work.

Lockers for students to keep daily required equipment, sheets, and other things. The size of the locker was decided as per the A3 sheets that are used by students to create and submit their portfolios. The placement of the locker, number of lockers, and size were finalized for easy usage.

Display boards in every class for students to pin their work on mood boards, theme boards, pattern-making, fabric swatches, etc.

The department's Window display will be a full-sized visual window for the students to present their garments on mannequins or drape forms. The size of the display will be such that approximately 2-3 mannequins will fit in them.

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on 6th January 2024

Time: 12:30 pm

Venue: Boardroom

The Following Members were present

Dr. Rajshree Trivedi – Principal

Smt. Himadri Nanavati- Chairperson Managing Committee

Shri. Sachin Nanavati- Trustee

Shri Apurva Nanavati

Ms. Anusha Nanavati

Shri Apurva Kamdar

Mrs. Sudha Nadkar

Mrs. Nidhi Soni

Ms. Himali Pimpale

Matter Discussed:

1. Discussion on the appropriate size and structure of chairs for students. Taking review from students.
2. Extra cupboards for storage
3. Curtains

Details:

Chairs in the classrooms should not have wheels as students stitch and work while seated. Non-wheeled chairs will give stability and adherence while illustrating, pattern-making, and/ or constructing a garment on the sewing machine. The size, structure, and placement of chairs were discussed and finalized. A review of the chairs for comfort and feasibility was taken from students.

The need for extra storage to keep all things was considered and worked upon. Curtains were requested and added in the garment construction lab for the division of class to the changing room.

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on 16th March 2023

Venue: Board Room

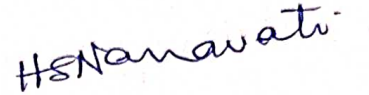
Time: 12.30 pm

The Following Members were present

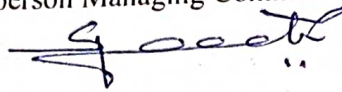
Dr. Rajshree Trivedi – Principal



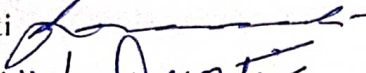
Smt. Himadri Nanavati- Chairperson Managing Committee



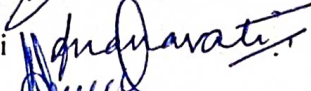
Shri. Sachin Nanavati- Trustee



Shri Apurva Nanavati



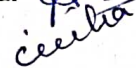
Ms. Anusha Nanavati



Shri Apurva Kamdar



Dr. Cicilia Chettiar



Dr. Anuja Deshpande



Matter Discussed:

- The requirements for safe storage of experimental devices and standardized test was discussed.
- Need for additional plug points in the room for equipment and laptops that will be used for experiments.
- Layout of the class was discussed.

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on 23rd March 2023

Venue: Board Room

Time: 12.00 pm

The Following Members were present

Dr. Rajshree Trivedi – Principal

R. Trivedi

Smt. Himadri Nanavati- Chairperson Managing Committee

H. Nanavati

Shri. Sachin Nanavati- Trustee

S. Nanavati

Shri Apurva Nanavati

A. Nanavati

Ms. Anusha Nanavati

A. Nanavati

Shri Apurva Kamdar

A. Kamdar

Dr. Cicilia Chettiar

C. Chettiar

Dr. Anuja Deshpande

A. Deshpande

Matter Discussed:

- The tentative layout and blueprint was discussed.
- The arrangement of table should not be fixed and be movable for practical's, workshops and other academic purposes.
- Requested for AC, Smart TV. speakers and podium facilities was discussed.

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on 28th March 2022

Venue: Board Room

Time: 11.30 am

The Following Members were present

Dr. Rajshree Trivedi – Principal

Smt. Himadri Nanavati- Chairperson Managing Committee

Shri. Sachin Nanavati- Trustee

Shri Apurva Nanavati

Ms. Anusha Nanavati

Shri Apurva Kamdar

Prof Dr. Rita Patil

Ms. Shama Chavan

Ms. Heli Kanpara

HS Nanavati

Sachin

Apurva

Anusha

Apurva

Rita

Shama

Heli

Matter Discussed:

1. The list of food lab equipment's was discussed and approved.
2. The lab plan was shown and approved

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on 21st February 2022

Venue: Board Room

Time: 11.30 am

The Following Members were present

Dr. Rajshree Trivedi – Principal

Smt. Himadri Nanavati- Chairperson Managing Committee

Shri. Sachin Nanavati- Trustee

Shri Apurva Nanavati

Ms. Anusha Nanavati

Shri Apurva Kamdar

Prof Dr. Rita Patil

Ms. Shama Chavan

Ms. Heli Kanpara

HS Nanavati

Sachin

Apurva

Anusha

Apurva

Rita

Heli

Matter Discussed:

1. Requested for adequate lighting and ventilation was accepted
2. More equipment's were discussed to be added.
3. The Kitchen which would be given was explained.

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on dt. 25.03.2022, Friday

Venue: Board Room

Time: 11:00 a.m.

The Following Members were present

Dr. Rajshree Trivedi – Principal

Smt. Himadri Nanavati- Chairperson Managing Committee

Shri. Sachin Nanavati- Trustee

Shri Apurva Nanavati - Trustee

Ms. Anusha Nanavati

Shri Apurva Kamdar

Dr. Twinkle Sanghavi

Mrs. Keyaa Mukherjee

Mrs. Aarati Mahadik

Ms. Dhanashree Joshi

HS Nanavati

Sachin

Apurva

Anusha

Matter Discussed:

1. It was "Resolved that the Minutes of the last Meeting dt. 10.02.2022 is unanimously approved by the members present"
2. Renovation of Administration Office – Requirements for Equipment's i.e. Tables Requirement as such 4 Big Cubic's, 13 Middle Cubic's & 7 Counter Cubic's. Three AC for College Office. For Counters 4 Speakers arrangements for Students services, 25 Chairs. etc.



Rajshree

Dr. (Mrs.) Rajshree P. Trivedi
Principal
Maniben Nanavati Women's College,
Vile Parle (West), Mumbai-400056.

Revamping and Renovation of Premises

Minutes of the Meeting

Conducted on dt. 10.02.2022, Thursday

Venue: Board Room

Time: 11:00 a.m.

The Following Members were present

Dr. Rajshree Trivedi – Principal

Smt. Himadri Nanavati- Chairperson Managing Committee

Shri. Sachin Nanavati- Trustee

Shri Apurva Nanavati - Trustee

Ms. Anusha Nanavati

Shri Apurva Kamdar

Dr. Twinkle Sanghavi

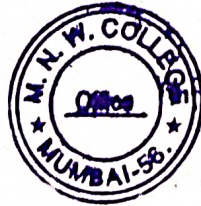
Mrs. Keyaa Mukherjee

Mrs. Aarati Mahadik

Ms. Dhanashree Joshi

Matter Discussed:

1. Renovation of College Office – Mr. Apurva Kamdar & Ms. Anusha Nanavati presented the outlay and plan of action for the revamping and renovation of College Office. Also, Dr. Rajshree Trivedi discussed her ideas about the renovation and revamping of the College Office.
2. Office Equipment – Mrs. Keyaa Mukherjee discussed requirements of the office equipment i.e. computers - new updated computer with model details, Printers, Xerox Machines, etc.



Rajshree
Dr. (Mrs.) Rajshree P. Trivedi
Principal
Maniben Nanavati Women's College,
Vile Parle (West), Mumbai-400056.