

LIBRARY COMMITTEE MEETING PROCEEDINGS:-

Proceedings of the library committee meeting held on 3rd March 2016 @ 3.30.PM in the P.G Digital Library hall under the chairmanship of Principal NMC Raichur.

- The Principal welcomed all the library committee members for the meeting and informed about the purpose for calling the meeting. As per the meeting agenda, the main purpose for calling the meeting is to review the book position of the medical books. All the members expressed that, the medical books position is satisfactory, and complies with the requirement of the MCI norms. 90% of the books ordered for the academic year 2015-16 have been supplied by the vendors, and for the balance books, the firm has informed that, they will be supplied within four weeks.
- Some of the members expressed that, they are not having any idea as to whether the indented books for the current year have been purchased or not. The Principal informed that, the list of the books received - departmentwise should be sent the concerned HOD's for their knowledge. Accordingly Mr.Ravikanth Patil the Librarian is instructed to make a departmentwise list and send to the concerned HOD's within a weeks' time. *complies*
- Faculty of NET's Pharmacy College have expressed the inconvenience caused to them about the time limit of 45 days for returning the books received from the library, and have requested for minimum period of 3 months be extended. The matter is put up in the meeting for discussion. The Principal insisted for the opinion of all the members, whether the time limit can be extended from 45 days to 90 days for returning the library books by the faculty members. It is suggested by all the members that the extension of time limit sought by the faculty members may be approved in view of the difficulties that they have undergone in returning the books within the time limit of 45 days. Hence the library staff are instructed to follow the extended time limit of 90 days herein-after. *complies*

- The Principal instructed that all the library staff should submit their leave application well in advance and maintain the punctuality in attending to their duties.
- The library staff have informed in the meeting that, their annual grade increment/increase of salary is pending and requested to move the issue with the management. The sanction of increment/increase of salary is discretionary power of the management and is not advisable to interfere in the Administrative and financial matters of the management. The staff have however been informed that individual self-appraisal in the prescribed format have already been sent to the management which may consider in nearfuture. *partially completed.*
- Karnataka Health Science Library Association have sent the proposal for conducting the 9th annual conference during Jan/Feb 2017, at Navodaya Medical College Raichur. The librarian is instructed to prepare a plan of action like approximate numbers of participants and expenditure to be incurred etc. to submit the proposal to the management for approval

The meeting was closed with vote of thanks

Copy Submitted to the

- ✓ The Hon'ble Chairman, NET
- ✓ The Medical Director NMC } for kind information
- ✓ Copy to all the committee members

Signature
 PRINCIPAL
 PRINCIPAL
 Navodaya Medical College,
 RAICHUR
 5/3/16

Ad-hoc committee meeting held on 30.6.16
@ 9.30. PM. To discuss the study
in relation to if any problems.

Members Present

1 Dr. P. Srinivasan. Chairman 11/12/2016

2 Dr. A. T. Urecaeri. Asst. Consultant 11/12/2016
Acad. Head

3 B. K. Keshavaiah. Physiology 11/12/2016

4 Dr. Shivaram S. Subramanyam. Dept of oral surgery 20/6/16
(Dental)

5 Dr. Sunil Kumar S. Pharmacy 11/12/2016

6 Mr. Anandaraman. Nursing Study

7 Dr. Arun K. N. Prof. Orthodontics 20/6/2016

8 Ravishankar - 20/6/16 1/c. 15/6/2016

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LIBRARY COMMITTEE MEETING PROCEEDINGS:-

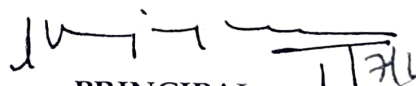
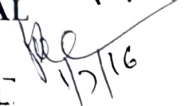
Proceedings of the library committee meeting held on 30th June 2016 @ 3.30.PM in the P.G Digital Library hall under the chairmanship of Principal NMC Raichur.

- The Principal welcomed all the library committee members for the meeting the main purpose for calling the meeting is to discuss about the books position of the central library. The book position of all the departments is found to be satisfactory. During last academic year of 2015-16 the books for the department of General Medicine, Paediatrics & forensic Medicine were not purchased as the indents was not received in central library. However fresh indent of the same departments has been called and quotations have been called and they are awaited. The same is to be followed up. The book dealers have not submitted the quotations. If they are not submitted within the stipulated time the fresh quotations from other dealers may be called for. It has to be followed up.
- As regards of distribution of work among's the library staff Smt. Renuka & Shri.Methusheal were insisting for the same place of P G Library. Both of them are called for in the meeting to decide to post at P G Library. As Smt.Renuka only attended the call and as per her request she has been posted to P G Library from 1st July 2016 to 30th September 2016, and Mr. Methesheela has been allotted the issue counter. This issue has been decided in the library committee meeting.
- Prof A T Kulkarni Dept., of Community Medicine has insisted for the updated availability of the E-Journals. As the staff of Digital Library were absent, it has been decided to instruct the digital library staff for up keeping the updated details of E-Journals/Books of all the departments which are undergoing the MCI inspection and keep all the records for showing to inspectors whenever ^{they} visit.
- The asst prof. of Dental college informed that, NAAC Committee will insist for the details of books/journals purchased, amount spent their on during academic year, and budget provision made for next academic year for purchase of books/journals. As the purchase process is being

made directly by the Principal Navodaya Dental College the information required will be available with Principal Navodaya Dental College only. Hence the Principal Navodaya dental college will have to keep the updated records physically/financially and details to be shown to the NAAC committee. The central library will only maintain the stock in making entry of books is the Accession register as and when books journals are supplied.

- As regards of the missing books of Pharmacy College 21 books are missing and out of 21, 4 books are complimentary. The cost of all 21 books may be assessed and proposed for further needful. Henceforth as and when complimentary books are received they should be transferred to the concern colleges by observing all the procedures
- The Principal Physiotherapy College has informed that, the books for academic year 2015-16 are not purchased. It is suggested in the meeting the purchase of books for next academic year complying with the requirement of physiotherapy council at the time of inspection.

The meeting is put an end with vote of thanks by Principal NMC


PRINCIPAL

PRINCIPAL
Navodaya Medical College,
RAICHUR

Copy Submitted to the

- ✓ The Hon'ble Chairman, NET
 - ✓ The Medical Director NMC
 - ✓ The Register NET
- } for kind information

- ✓ Copy to all the library committee members

58. Library committee meeting held on
30-3-17. @ 3.30 PM.

(1) Chairman - Principal - M. J. J.
30/3/17

(2) Dr. R. Sambharamiah - Rambh
30/3/17

(3) Dr. A. T. Kulkarni

(4) Dr. B. Ramadas
A. N. K.

B. Ramadas
30/03/2017

(5) Mrs. Shaktishakti

Shakti

(6) Renaka

Renaka
30-3-17

(7) Nagubai

Nagubai

(8) Methushant

Methushant

(9) Veeresh. M.

(10) Dr. Sunil Kumar B

Sunil Kumar B

NMC/CL/RCR

Date: 1st April 2017

OFFICE OF THE CENTRAL LIBRARY NAVODAYA MEDICAL COLLEGE RAICHUR

"Library Committee meeting Proceedings"

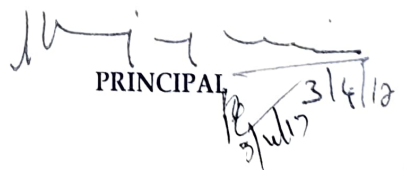
Proceedings of the library committee meeting held on 30th March 2017 @ 3.30PM in the Post graduate Digital Library hall under the chairmanship of principal NMC Raichur,

- I) The Principal welcomed all the committee members for the meeting. The main purpose for calling meeting is to discuss about the books position of the central library. The books position of all departments is found to be satisfactory.
- II) The person who gives the consent to the person proceeding on leave should attend to the duties of his timings in addition to his own duties. This has been pointed out in every library committee meeting. But the persons giving consent has to attend to the duty of the person to whom he has given consent in addition to the duty of his own. If that is may lead to unnecessary/un-warranted problems, if the students and staff are complaining. Hence hereinafter the consentee should attend to both the duties without giving room for any complaints.
- III) Some of the librarians have raised that, there is restriction from availing the leave at their credit. This is being imposed at the time of inspection by MCI/LIC till the inspection is completed as all the library staff are required to be present at the time of inspection, however the principal informed that, the librarians can avail the leave at their credit in the month of April/May 2017 without detrimental to normal work of the library. If any complaints' are received the person who give the consent of attending the duty of the person proceeding on leave will be held responsible.
- IV) Library staff have raised the issue that, they have not been sanctioned annual grade increment for last two years and are working on the stagnated pay only and have requested the principal to putfoth the matter before the management. The committee members also requested the principal to raise

the issue before the management to sanction the annual grade increment to the library staff so that, they work enthusiastically. The principal has however assured the committee to bring it to the notice of the management for consideration.

- V) Some of the library books of different collages have lost the cover page bindings and they need the binding to keep them in good condition. The library staff are instructed to sort-out all the cover damaged books and keep them separately college wise to send the proposals to the management for getting the binding work done.
- VI) Library staff are permitted to avail the day off for the day's worked on General holidays/Sundays without determinated to normal work of library. The person giving concent should work without making room for any complaints
- VII) The co-ordinator Dr.Velayudha reddy has left the college and post of Co-ordinator of library committee has fallon vacant. Apart from that, Dr.Aruan the Prof, of Orthopaedics NMCH&RC and one shri Hanumanth the lecturer from Navodaya Nursing College also have left the institution. In their place the following faculty members are nominated to the library committee.
- 1) Dr Bheemaiah Bade-sab Prof & HOD of Community Medicine nominated as coordinator of Library committee
 - 2) Dr.MadaKatti Prof & HOD Surgery NMCH&RC nominated as a Member
 - 3) Mr.Satish Lecturer Navodaya school of Nursing college Raichur

Meeting was closed with vote of thanks by the Principal Navodaya Medical College


PRINCIPAL
3/4/12

Copy with compliment:-

- ✓ The Hon'ble Chairman, NET
- ✓ The Register, NET

Copy to all the committee members

- ✓ Copy to all the members of library committee

**OFFICE OF THE CENTRAL LIBRARY NAVODAYA
MEDICAL COLLEGE, RAICHRY**

Minutes of the meeting

The Meeting was held on 15th Nov 2017 at 2 PM in PG digital Library hall under the guidance of Registrar NET. The main purpose of arranging the meeting was to discuss about the work distribution between the library staff.

- 1 Library committee was reformed & following are new member.

CENTRAL LIBRARY COMMITTEE MEMBERS LIST

SL. No.	Name of the Staff	Designation	Signature
01	Dr. Vijya Chandra Principal NMC	Chairman	
02	Dr. Bheemaiah Bade Sab Vice Principal NMC	Co-Ordinator	
03	Dr. Siddaram Forensic Community Medicine ✓	Asst. Co-Ordinator	
04	Dr. Prann Dr. - Visupakshappa - Asst. Professor Dept. of Dermatology	Member	
05	Dr. Sanjeev Chetty Professor of Paediatrics	Member	
06	Dr. Gururaj Arakeri Reader Oral Surgery Dental College . DR Suresh community Dentistry	Member	
07	Dr. Sunil Kumar B Asst prof College of Pharmacy	Member	
08	Mr Satish Lecture Nursing College	Member	
09	Dr. S. Kowshik Principal College of Physiotherapy	Member	
10	Mr Veereesh I/C Digital Library	Member	
11	Smt Renuka I/C Chief Librarian	Member Secretary	

Library committee meeting will be conducted once in three months.


2. Maintenance of movement register for staff and punctuality in attending the duties
- 3 It was strictly instructed to maintain discipline in central library & not allowing students and staff to use mobiles for phone calls.
4. Review of cleanness of central Library.

5. It was instructed to Update Easylib S/W version 4.3.3 to new version 5.0 at earliest.
6. Library staff who ever are working on Sundays and general holidays from 10.00 AM To 5.00PM (1st shift) and 5PM to 11 PM (2nd shift) who are taking half day D/O. So are requested to sanction full day D/O.
7. All Library staff were instructed to take responsibility of individual college of NET group.
8. It was instructed to wear ID cards compulsory.

“Library committee Meeting”

Proceeding of the library committee meeting held on 3rd April 2018 at 4.00 pm in the council hall under the chairmanship of Registrar, NET and Principal, Navodaya Medical College, Raichur.

- Two Library committee members has resigned for their jobs and two members names will be suggested by the Registrar, NET as soon as possible for replacement of library committee members.
- Procurement of AMC for EasyLib Library software will be made as soon as possible as per registrar, NET directions.
- PG students exams will start from May 2018 and students have ^{asked} for extension timing to 12.00 pm. After discussion it was decided that, PG section will remain open till 12.00 pm and one library staff should do the duty 6.00 pm to 9.00pm.
- Maintaining of movement register for central library staff for entry and exit timing of the central library should be implemented.
- It was instructed all the library staff members to wear identity card during duty hours.
- It was instructed that to make consolidated Library Data College wise as soon as possible.
- Students ^{have} ~~are~~ asked for Drinking Water facility provided in the Central and Registrar NET suggested water facility will be provided to the students soon.


 Principal
PRINCIPAL 5/4/18
 Navodaya Medical College
RAICHUR

Copy submitted to


- Hon'ble Chairman NET's for kind information
- Registrar NET's for kind information

"Proceeding of Library Committee Meeting"

Proceeding of the library committee meeting held on 11th June 2018 at 2.30 pm in the council hall under the chairmanship of Hon'ble chairman, Navodaya Education Trust, Raichur, Principal, Registrar & Library Committee Members.

- Library Committee meeting should be called every three months.
- Library committee members visit the library frequently and give necessary suggestions to development of library activity.
- Central Library CCTV cameras to be repaired as early as possible.
- Cafeteria Television should be start^{ed} as soon as possible to relaxation students and television sound will be muted.
- Every year books stock verification report should be submitted to the management on or before 10th April in future.
- Stock verification missing books cost to be recovered from the Library staff.
- Security measures shall be taken to prevent the missing of books.
- Reference books are issued for only reference purpose and not for home issue purpose.
- Newspapers clipping should photocopied and circulated to the concerned department.
- Usage of video DVDs should be increased and video DVDs purchased to utilization of AV zone and update the same.
- Browsing area computers are to be used for only checking of e-mails.

- Digital Library computers are to be used for only access of HELINET electronic resources.
- At the entrance of the central library student identity cards should be checked for avoiding the entry of unauthorized students.
- Library floors, furniture and equipment should be maintained neat and clean.
- Maintenance of electrical and civil work should be done immediately.


PRINCIPAL
PRINCIPAL 4/6/18
Navodaya Medical College
RAICHUR

Copy Submitted to:

1. The Hon'ble Chairman, NET for kind information CMCSH
2. The Registrar, NET Bshw 14/6/18
3. All the Library Committee Members
4. Office copy


NMC/CL/RCR

Date: 28/07/2018

OFFICE OF THE PRINCIPAL,
NAVODAYA MEDICAL COLLEGE, RAICHUR

MEETING NOTICE OF LIBRARY COMMITTEE

All the Library committee members are requested to attend the Library committee meeting scheduled to be held on 29th June 2018, at 3.00 pm in PG Digital Library of central Library, Navodaya Medical College Raichur, to discuss about the quarterly posting of Library staff from 01-07-2018 to 30-09-2018 and any other matter permission of the chair.


PRINCIPAL
PRINCIPAL
Navodaya Medical College
RAICHUR

Copy to

- Committee Members
- Chief Librarian

Library Committee Meeting held on
29/6/18, at central library

Members Present

- 1) Dr. Vijaya Chandra Chairman. Mirum
29/6/18
- 2) Dr. Bheemayya Badar Co-ordinator Shah
- 3) Dr. Sidhamappa. Gouda Asst. co-ordinator Spate
- 4) Dr. Purush Daku AM Professor Sh
- 5) Dr. Sunil Kumar B. Professor 29/6/18
- 6) Mrs Sophia Lecturer Shri
29-6-18
- 7) R. Sangeetha Professor Pediatrics Shri
- 8) Anudeep Kumar Asst. Incharge upad
- 9) Banadeshwar Hiremath Member secretary Shri


NMC/CL/RCR

Date: 31/07/2018

OFFICE OF THE PRINCIPAL,
NAVODAYA MEDICAL COLLEGE, RAICHUR

MEETING NOTICE OF LIBRARY COMMITTEE

All the Library committee members are requested to attend the Library committee meeting scheduled to be held on 3rd August 2018, at 3.00 pm in PG Digital Library of central Library, Navodaya Medical College Raichur, to discuss about the Library stock verification report 2017-18 and any other matter permission of the chair.


PRINCIPAL
PRINCIPAL
Navodaya Medical College
RAICHUR

Copy to

- Committee Members
- Chief Librarian

Library meeting held on
3/8/18.

1. PRINCIPAL N.M.C.

[Signature]
3/8/18

2) Sophia Lecture

[Signature]
3-8-18.

3) Dr. Bheemappa B. Prof. - Comm. Medicine

[Signature]
3/8/18

4. Dr. Suresh Babu Prof. NDC

[Signature]

5. Dr. Sidnamappa. Gouda Asst. Prof NMC

[Signature]

6 R Chetty SS Prof Ped NMC

[Signature]

7 Dr Sunil Kumar B Prof. Pharmac

[Signature]
03/08/18

8) Pradeep Kumar Asst Librarian Digital Library

[Signature]
03/08/18

9) B. K. Hiremath Chief Librarian

[Signature]
3/8/18

"Proceedings of Library committee Meeting"

Date: 10/08/2018

Proceeding of the Library committee meeting held on 3rd August 2018 at 3.00 pm in the Central Library, Navodaya Medical College, Raichur

The principal welcomed all the members attending the meeting and explained the main purpose of convening this meeting to discuss about missing books in stock verification 2017-18.

The following members were present in the meeting

1. Dr. Vijaya Chandra Chairman
2. Dr. Bheemayya Badesab Co-ordinator
3. Dr. Sidram Patil, Asst co-ordinator
4. Dr. Sajeev Chetty Member
5. Dr. Suresh Babu Memembr
6. Dr. Sunil Kumar B Memembr
7. Mrs. Sophiya Member
8. Mr. Pradeep Kumar Memembr
9. Mr. B. K. Hiremath Member secretary


- As per stock verification report 2017-18 total 181 books were found missing from all the colleges of NET Group details are as follows ;

SI No	Name of the college	No of Books	Cost
01	Navodaya Medical College	97	1,12,001.00
02	Navodaya Dental College	02	325.00
03	Navodaya Pharmacy College	65	11746.00
04	Navodaya Nursing College	13	984.00
05	Navodaya College of physiotherapy	Nil	Nil
06	Navodaya College of Education	04	152.00
	Total	181	1,25,208.00

- Total 181 books were missing in stock verification 2017-18, As per RGUHS Notification dated 03-04-2006 and Government of India General financial rules - 2017, Rule 215 during physical verification of library books "loss of five volumes per one thousand books issued/consulted in year may be taken as reasonable provided such loses are not attributable to dishonesty or negligence"(Copy enclosed). On an average Central Library transacts around 120 books (issue and

Return) per day and 350 working days in a year (120 books X 350 days X 1 year = 42000 / 1000 books = 42 X 5 books = 210). There is a provision to write off books up to 210 books. The actual loss of books is 181 and it is within admissible limit or loss.

- As per the Minutes of the meeting 8th August 2006, In the year 2006 total 324 books were found missing total cost is Rs.1,45,366.68 and in this meeting decision was taken to wave off Rs. 1.45,366.68 during Dr. Hegde's tenure (Copy enclosed)
- It was decided that in future total security measures will be taken by the library staff to minimize the loss books and to minimize the loss of books new CCTV cameras installation work has been initiated.
- All the members were of the opinion to wave of Rs.1,25,208.00 which is ~~which is~~ the admissible limit. To wave of as per the RGUHS Notification dated 03-04-2006 and Government of India General financial rules -2017, Rule no 215 physical verification of Library books (Copy enclosed) with Hon'ble Chairman's approval.
- However, the library staff is being strictly warned and not to repeat the same mistakes in future and face the consequences.



PRINCIPAL
PRINCIPAL 10/8/18
Navodaya Medical College
PACHUR

Submitted to:
Hon'ble Chairman, NET

Copy to:
The Registrar, NET (for information)
Library committee Members

Submitted to Hon'ble Chairman for
kind advice & need for action
reports.

12/11/2018-19/05/18
d
11/11/18
10/11/2018-10/11/18
d
13/11/18


Principal 10/8/18
Discussed
10/8/18

Discussed
10/8/18

**OFFICE OF THE PRINCIPAL
NAVODAYA MEDICAL COLLEGE, RAICHUR**

NMC/CL/RCR

Date:09/01/2018

MEETING NOTICE OF LIBRARY COMMITTEE

All the library committee members are requested to attend the Library committee meeting scheduled to be held on 17th January 2019, at 3.00 pm in PG Digital Library of Central Library, Navodaya Medical College Raichur, to discuss about the subscription of print journals for the year 2019 and any other matter permission of the chair.


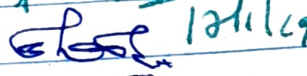
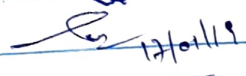

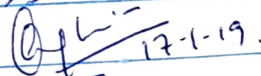


PRINCIPAL

PRINCIPAL
Navodaya Medical College
RAICHUR

Copy to

- Committee members
- Chief Librarian

Library committee meeting
held on 17.01.2019

S. Name	Designation	Signature
Dr. Vijay Chandra	Principal.	
Dr. Bheemappa B.	HOD. Comm. Med.	
Dr. Sunil Kumar B	Professor	
Dr. B. Koushik	Principal -	
Ms Sophia.	Lecturer	
Mr. B. S. Hiremath	Chief Librarian	



"Proceedings of Library committee Meeting"

Date: 19/01/2019

Proceeding of the Library committee meeting held on 17th January 2019 at 3.00 pm in the Central Library, Navodaya Medical College, Raichur

- It was decided to renew the national and international print journals for the academic year 2019-20. For which list of print journals to be circulated to the concerned HOD's, after receiving reply from HOD's process of quotation for journals to be done.
- Dr. Sidram Patil, Library committee member/Assistant professor (Forensic Medicine) has resigned from job. Hence, in his place Dr. Bande Nawaz, Associate professor of same department may ^{be} considered as a Library Committee member.
- Central Library CCTV installation work has been assigned to M/s. S S Marketing, Raichur, company has installed 27 cameras in central Library and remaining three cameras has to be installed in virtual library. There is a problem in wiring process which has to be discussed with Mr. Mohan Reddy Department of Maintenance, NET and Mr. Shrinivas Reddy, M/s. S S Marketing resolve the issue.
- The Principal, Navodaya college of Physiotherapy requested to submit the monthly report of students and staff visiting the central Library.
- Committee members suggested to send proposal to maintenance department for repair of study chairs and service the air conditions before March 2019.

Submitted to:
Hon'ble Chairman, NET

Copy to:
The Registrar, NET (for information)


10-1-2019
PRINCIPAL
PRINCIPAL
Navodaya Medical College
RAICHUR.

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OFFICE OF THE PRINCIPAL,
NAVODAYA MEDICAL COLLEGE, RAICHUR

MEETING NOTICE OF LIBRARY COMMITTEE

All the Library committee members are requested to attend the Library committee meeting scheduled to be held on 9th May 2019, at 10.00 AM in PG Digital Library of Central Library, Navodaya Medical College Raichur, to discuss about the Library stock verification report 2018-19 and any other matter permission of the chair.


PRINCIPAL
PRINCIPAL
Navodaya Medical College
RAICHUR 05/19



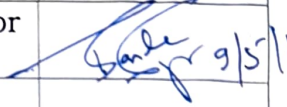
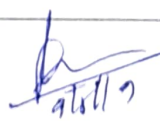
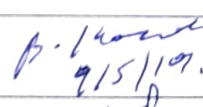
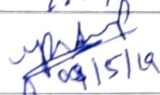
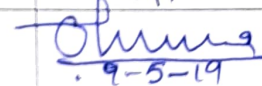
Copy to

- Committee Members
- Chief Librarian

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OFFICE OF THE CENTRAL LIBRARY,
NAVODAYA MEDICAL COLLEGE, RAICHUR

Library Committee For the year 2019-20

Sl No	Name of the Staff	Designation	Signature
1.	Dr. Vijay Chandra, Principal NMC	Chairman	
2.	Dr. Bheemayya Bade Sab Vice Principal NMC Comm. Medicine	Co-ordinator	 9/5/19
3.	Dr. Bande Nawaz Forensic Medicine	Asst Co-ordinator	 9/5/19
4.	Dr. Virupakshappa, Assistant Professor Dept of Dermatology	Member	
5.	Dr. Sanjeev Chetty, Professor Dept of Pediatrics	Member	
6.	Dr. Suresh Babu, Department of Community Dentistry	Member	 9/5/19
7.	Dr. Suni Kumar B, Assistant Professor Navodaya Pharmacy College	Member	
8.	Mrs. Sophia Navodaya College of Nursing	Member	
9.	Mr. S. Kowshik, Principal College of Physiotherapy	Member	 9/5/19
10.	Mr. Pradeep Kumar G I/C Digital Library	Member	 9/5/19
11.	Smt Renuka Librarian	Member Secretary	 9-5-19

OKS9102

Office of the Principal
Navodaya Medical College, Raichur.

NMC/CL/RCR

13-05-2019

“Proceeding of Library Committee Meeting”

Proceeding of the Library committee meeting held on 09th May 2019 at 10.00 AM in PG Digital Library, Navodaya Medical College, Raichur.


The following members are present in the meeting

- | | |
|-------------------------|-------------------|
| 1. Dr Vijaya Chandra | Chairman |
| 2. Dr Bheemayya Badesab | Co-ordinate |
| 3. Dr Bandenawaz | Asst Co- ordinate |
| 4. Dr Suresh Babu | Member |
| 5. Dr. B. Kowshik | Member |
| 6. Mr Pradeep Kumar | Member |
| 7. Smt Renuka | Member Secretary |

- ❖ Stock verification report of 2018-19 is submitted 14 books are found missing and committee decided to recover amount from Library staff.
- ❖ Strictly instructed to security guards to allow Students and staff, after producing their College ID card to entry the Library.
- ❖ Committee adviced to maintain both manual and biometrics monthly report of students visiting the Central Library college wise.
- ❖ It is brought to the notice of committee that 30 chairs are repaired and 10 chairs are damaged and considered as condemned.
- ❖ Instructed to increase the Library timings from 9:00 AM to 9:30 PM for UG section (For girls from 9:00 AM to 8:30 PM) & 9AM to 12 Midnight to PG section (For girls 9:00 AM to 9:30PM) till examination.

4

❖ Recommended floor cleaning machine for central Library.


Principal
PRINCIPAL
Navodaya Medical College
RAICHUR
13/5/19

Copy Submitted to:

Hon'ble Chairman, NET (for information)

The Registrar, NET (for information)

Library committee Members


OFFICE OF THE PRINCIPAL,
NAVODAYA MEDICAL COLLEGE, RAICHUR

Ref:NMC/CL

Date:21/10/2019

MEETING NOTICE OF LIBRARY COMMITTEE

All the Library committee members are requested to attend the Library committee meeting scheduled to be held on 23rd October 2019, at 3.30 pm in PG Digital Library of central Library, Navodaya Medical College Raichur, to discuss about the Library Softwar AMC Renewal and any other matter permission of the chair.

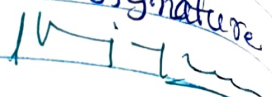




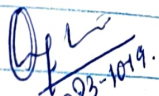

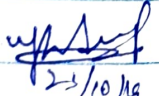


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Navodaya Medical College
RAICHUR

Copy to

- Committee Members
- Chief Librarian

Library committee meeting held on 23rd october 2019.

Members present.

Sl. No.	Name of the member	Signature
1	Dr. Vijay Chandra	 23/10/19
2	Sanjeev Chetty	
Dr.	Venkateshappa I	 23-10-19
Dr.	Suresh Kumar B	 23/10/19
Dr.	Suresh Babu	 23/10/19
Mrs	Sophia	 23-10-19.
Dr.	Bande Navar	 23/10/19
Pradeep	Kumar G.	 23/10/19
B. K.	Hiremath	

**Office of the Principal
Navodaya Medical College, Raichur**

NMC/CL/RCR

Date: 24/10/2019

"Proceedings of Library committee Meeting"

Proceeding of the Library committee meeting held on 23rd October 2019 at 3.30 PM in PG Digital Library, Navodaya Medical College, Raichur

The following members were present in the meeting

- | | |
|-----------------------|-------------------|
| 1. Dr. Vijaya Chandra | Chairman |
| 2. Dr. Bande Nawaz, | Asst co-ordinator |
| 3. Dr. Sajeev Chetty | Member |
| 4. Dr. Virupakshappa | Member |
| 5. Dr. Suresh Babu | Member |
| 6. Dr. Sunil Kumar B | Member |
| 7. Mrs. Sophiya | Member |
| 8. Mr. Pradeep Kumar | Member |
| 9. Mr. B. K. Hiremath | Member Secretary |

- Easylib Library Software Annual Maintenance Charges (AMC) has been expired and AMC renewal invoice has been received for the year 2019-20. The Committee suggested to negotiate with company for annual maintenance charges and after negotiating send proposal for approval. ✓
- Some of the library books of different college have damaged the cover page due to heavy usage and need to the binding to keep them in good condition. The committee advised to sort-out all the cover damaged books keep them separately college wise and make an arrangement for books binding after approval from The Hon'ble Chairman, NET. ?
- It is brought to the notice of committee that, At entrance of the central library security guards are checking college identity cards for avoiding the entry of unauthorized students but first year students are not showing the college ID cards and students are saying college identity cards are not issued to the students, as there is a delay in Issuing ID Cards from IP & SA, Department. It was suggested to college authorities issue temporary college ID cards to entry the Library with the ID Cards are received.


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Navodaya Medical College
RAICHUR

Copy Submitted to:

- ✓ The Hon'ble Chairman, NET
 - ✓ The Registrar, NET
- } (for information)
Handwritten notes: *Chm/CPN 22/10/19* and *PE 22/10/19*

Copy to:

- The Library committee Members

OFFICE OF THE PRINCIPAL,
NAVODAYA MEDICAL COLLEGE, RAICHUR


Ref:NMC/CL

Date:04/06/2020

MEETING NOTICE OF LIBRARY COMMITTEE

All the Library committee members are requested to attend the Library committee meeting scheduled to be held on 5th June 2020, at 3.30 pm in PG Digital Library of central Library, Navodaya Medical College Raichur, to discuss about following agenda

- Stock verification report ✓
- Subscription of Print journals for the year 2020
- any other matter permission of the chair


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PRINCIPAL 04/06/2020
Navodaya Medical College
RAICHUR

Copy to

- Committee Members
- Chief Librarian

Library Committee Meeting
held on 05th June 2020

Members present

- ① Dr. Vijay Chandra
Bhaskar
- ② Dr. Bandu Nawar
- ③ Dr. Surash Babu AM
- ④ Dr. Sunil Kumar B
- ⑤ Sophia
- ⑦ B. B. Hiremath

Minutes
Shashi Srinivas
Sr Srinivas
Sr Srinivas
Sr Srinivas
Sr Srinivas

Office of the Principal
Navodaya Medical College, Raichur

NMC/CL/RCR

Date: 06/06/2020

"Proceedings of Library committee Meeting"

Proceeding of the Library committee meeting held on 05th June 2020 at 3.30 pm
in Central Library, Navodaya Medical College, Raichur

The following members were present in the meeting

- | | |
|-------------------------|-------------------|
| 1. Dr. Vijaya Chandra | Chairman |
| 2. Dr. Bhimayya Badesab | Co-ordinator |
| 3. Dr. Bande Nawaz, | Asst co-ordinator |
| 4. Dr. Suresh Babu | Member |
| 5. Dr. Sunil Kumar B | Member |
| 6. Mrs. Sophiya | Member |
| 7. Mr. Pradeep Kumar | Member |
| 8. Mr. B. K. Hiremath | Member secretary |

➤ Stock verification report 2019-20 is submitted 15 books were found missing at cost of Rs. 3,886.00 and the amount has been recovered from the library staff.

➤ Library staff should take following preventive measures to prevent spreading covid-19 infection

1. At the time of returning the books library staff should wear the mask and keep distance from students at the circulation section.
2. After returning the books, book has to be sanitized before keep on the racks.
3. Library premises should be maintain neat and clean.

Submitted to:
Hon'ble Chairman, NET

[Signature]
8/6/20

[Signature]
PRINCIPAL
PRINCIPAL
Navodaya Medical College
RAICHUR
6/6/2020

Copy to:
The Registrar, NET (for information)
Library committee Members

[Signature]
8/6/2020

OFFICE OF THE PRINCIPAL,
NAVODAYA MEDICAL COLLEGE, RAICHUR



NMC/CL/RCR

Date: 06-10-2020

MEETING NOTICE OF LIBRARY COMMITTEE

All the Library committee members are requested to attend the Library committee meeting scheduled to be held on 8th October 2020, at 3.30 pm in PG Digital Library of central Library, Navodaya Medical College Raichur, to discuss about following agenda

- Medical college Book Purchase for the year 2020-21
- Renewal of Easylib Software AMC
- Any other matter with permission of chair


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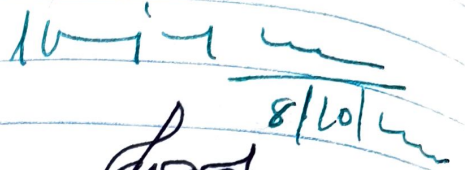
Copy to

- Committee Members
- Chief Librarian

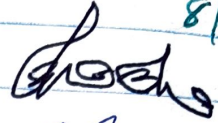
Library Committee Meeting
08/10/2020

Members present

1. Dr. Vijaya Chandra


8/10/20

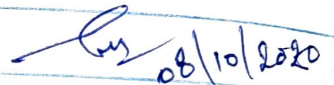
2. Dr. Bheemayya B.


8/10/20

3. Dr. Bande Nawaz

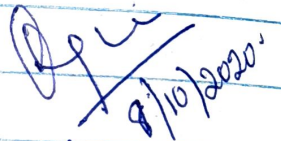

8/10/20

4. Dr. Sunil Kumar


08/10/2020

5. Dr. Sanjay Chetty

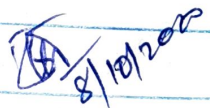
6. Mrs. Sophia


8/10/2020

7. Mr. Pradeep Kumar


08/10/20

8. B. K. Hiremath


8/10/2020

Office of the Principal
Navodaya Medical College, Raichur

NMC/CL/RCR

Date: 10/10/2020

"Proceedings of Library committee Meeting"

Proceeding of the Library committee meeting held on 08th October 2020
at 3.30 pm in Central Library, Navodaya Medical College, Raichur

The following members were present in the meeting


- | | |
|-------------------------|-------------------|
| 1. Dr. Vijaya Chandra | Chairman |
| 2. Dr. Bhimayya Badesab | Co-ordinator |
| 3. Dr. Bande Nawaz, | Asst co-ordinator |
| 4. Dr. Sanjeev Chetty | Member |
| 5. Dr. Sunil Kumar B | Member |
| 6. Mrs. Sophiya | Member |
| 7. Mr. Pradeep Kumar | Member |
| 8. Mr. B. K. Hiremath | Member secretary |

- Committee Members suggested to purchase latest editions of medical books for the year 2020-21. For which book suggestion circular to be circulated to the concerned HOD's of departments of medical college, after receiving indents form the departments send proposal for approval.
- Easylib Library software AMC is ending on 31st October 2020. The Committee suggested to negotiate with company for annual maintenance charges and after negotiating send proposal for approval.
- In view of forthcoming UG examinations, UG reading hall has been opened for UG students from 1st October 2020 with covid-19 precautions.
- It is brought to notice of committee that, some of the walls paint has been damaged in central library due to wet moisture in walls. For this repair work letter has given to the maintenance department.
- It was instructed to chief librarian that, central library properly cleaned for forthcoming Dasara ayudha pooja.

- As discussed in previous meeting books binding of library damaged books, Library staff have binded the library damaged books in central library at the time of Covid- 19 Lock down period with help of NET store department.
- Library staff should take following preventive measures to prevent covid-19 infection
 1. At the time of returning the books library staff should wear the mask and keep distance from students at the circulation section.
 2. After returning the books, book has to be sanitized before keep on the racks.
 3. Library premises should be maintain neat and clean.

Submitted to:
Hon'ble Chairman, NET

Copy to:
The Registrar, NET (for information)
Library committee Members


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Navodaya Medical College
RAICHUR
11/2020


OFFICE OF THE PRINCIPAL,
NAVODAYA MEDICAL COLLEGE, RAICHUR

NMC/CL/RCR

Date: 15-07-2021

MEETING NOTICE OF LIBRARY COMMITTEE

All the Library committee members are requested to attend the Library committee meeting scheduled to be held on 16th July 2021, at 3.30 pm in PG Digital Library of central Library, Navodaya Medical College Raichur, to discuss about Procurement of library books for the year 2021-22.




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Navodaya Medical College
RAICHUR

Copy to

- Committee Members
- Chief Librarian

Library Committee Meeting
held on 16/7/21

Members Present

1. Dr. Vijaya Chandra.  16/7/21
2. Dr. Sanjeev Chetty  16/7/2021.
3. Dr. Sunil Kumar R  16/07/21
4. Dr. Suresh Babu 
5. Mr. Lophika 
6. Pradeep Kumar G 
- 7.) B. K. Hiremath 



Navodaya Education Trust
Navodaya Medical College
Raichur



Office of the Principal

NMC/CL/RCR

Date: 19-07-2021

"Proceedings of Library committee Meeting"

Proceeding of the Library committee meeting held on 16th July 2021 at 3.30
in Central Library, Navodaya Medical College, and Raichur

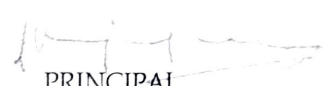
The following members were present in the meeting

- | | |
|-----------------------|-------------------|
| 1. Dr. Vijaya Chandra | Chairman |
| 2. Dr. Sanjeev Chetty | Co-ordinator |
| 3. Dr. Bande Nawaz, | Asst co-ordinator |
| 4. Dr. Suresh Babu | Member |
| 5. Dr. Sunil Kumar B | Member |
| 6. Mrs. Sophiya | Member |
| 7. Mr. Pradeep Kumar | Member |
| 8. Mr. B. K. Hiremath | Member secretary |

- Dr. Bhimayya Badesab Committee member/Professor (community medicine) retired from duties. Hence, in his place Dr. Geetalakshmi G. R. Professor of same department may be consider as Library committee member.
- Committee suggested to purchase latest editions of Medical books for the year 2021-22. For which book suggestion circular to be circulated to the concerned HOD's of departments, after receiving the indent from the department send proposal for approval. However for Dental Book purchasing process has been started.
- It was instructed to chief librarian that, List of books purchased for the year 2020-21 should be sent the concerned HOD's for information.
- Dr. Suresh Babu, dept of Community Dentistry suggested to purchase new software for upcoming NACC inspection. For which committee suggested to send proposal to IT department for new software through NAAC committee.
- It was instructed to the chief librarian that, Central library properly cleaned and maintain the records for forthcoming UG NMC inspection.

Submitted to:
Hon'ble Chairman, NET (for kind information)

Copy to:
The Registrar, NET (for information)
Library committee Members


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Navodaya Medical College
RAICHUR