

# **MIMER MEDICAL COLLEGE , TALEGAON DABHADE**

## **MINUTES OF MEETING MAINTENANCE COMMITTEE**

**YEAR 2016 to 2021**

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Date- 19/07/2021

**MIMER MEDICAL COLLEGE TALEGAON DABHADE**

**CIRCULAR**

To,

Members of Maintenance/Condemnation Committee

There will be meeting of Maintenance/Condemnation committee on 28<sup>th</sup> July 2021 at 2.30 pm in Library of Pathology Department.

All members kindly make it convenient to attend the same.

*Bhide*

Dr.Smita Bhide

Chairman Maintenance/Condemnation committee

**Dr. Smita P. Bhide**

Reg No. MMC 73605  
Prof. & Head Dept. of Pathology  
MIMER Medical College  
Talegaon Dhabhade

## Maintenance/Condemnation Committee

Date- 28/07/2021

Venue – Library Pathology Department

Agenda –To discuss work done by condemnation committee

- To decide policies for disposal of fridges, electrical motors.
- To decide policies for disposal of stored junk in every department

### Minutes of meeting-

1. Email was sent to all departments regarding submission of condemnable articles
2. Lists of condemnable articles were received from all departments.
3. Verification of condemned articles was done by Col Laxmanan, Biomedical engineer along with Dr.Smita Bhide & Dr. Anita Kulkarni.
4. A subcommittee was formed for verification of condemnable IT items.
7. Scrap material stored in central store & Electrical unserviceable materials were sold as per the orders from Executive Director madam.
- 8..Notice board painting work completed.

*Bhide*  
28/7/21  
**Dr. Smita P. Bhide**  
Reg No. MMC 73605  
Prof. & Head Dept. of Pathology  
MIMER Medical College  
Talegaon Dhabhade

Date 28 /07/2021

Maintenance/Condemnation Committee

Following members were present for the meeting.

Dr. Smita Bhide Chairman

Col. Laxmanan Secretary

Dr. Sachin Naik Member

Dr. Ashok Ohatkar Member

Dr. Sudeep Kumar Member

Dr. Anita Kulkarni Member

Mrs Ratnamala Choudhari Mate Member

Bhide

Laxmanan

Sachin

Ashok

Sudeep

Anita

Ratnamala

Date- 01/01/2021

**MIMER MEDICAL COLLEGE TALEGAON**  
**DABHADE**

**CIRCULAR**

To,

Members of Maintenance/Condemnation Committee

There will be meeting of Maintenance/Condemnation committee on  
7<sup>th</sup> January 2021 at 2.30 pm in Library of Pathology Department.

All members kindly make it convenient to attend the same.

Dr.Smita Bhide

**Dr. Smita P. Bhide**  
Reg No. M.C. 73605  
Prof. & Head Dept. of Pathology  
MIMER Medical College  
Talegaon Dabhadre

## Maintenance/Condemnation Committee

Date- 07/01/2021

Venue – Library Pathology Department

Agenda –To Discuss new committee composition

- To decide proforma for condemnation of articles
- To decide working plan of the committee
- To check for maintenance of lecture halls

### Minutes of meeting-

- 1.Meeting to be conducted twice in a year or SOS.
- 2.Generate email id for condemnation committee as condemnation @mitmimer.com
- 3.Proforma for condemnation of articles prepared.
- 4.Flow chart of working plan made.
- 5.It was decided that at least 4 members of the committee should give approval for the condemnation of articles.
- 6.Verification of condemned articles will be done by Col Laxmanan ,Biomedical engineer along with  
Surgery & allied depts.- Dr. Sachin Naik ,Dr.Ashok Ohatkar  
Medicine & allied depts.-Dr. Sudeep Kumar  
Pre & Para Clinical depts.- Dr.Smita Bhide
- 7.UPS in histopathology Lab,Pathology lecture hall & CCL was replaced.
- 8.Fire extinguishers were fitted in college building.
- 9.Notice board painting work started.








*Bhide*  
7/1/21  
**Dr. Smita P. Bhide**  
Reg No. MMC 73605  
Prof. & Head Dept. of Pathology  
MIMER Medical College  
Talegaon Dhabhade



Date 07/01/2021

Condemnation Committee meeting

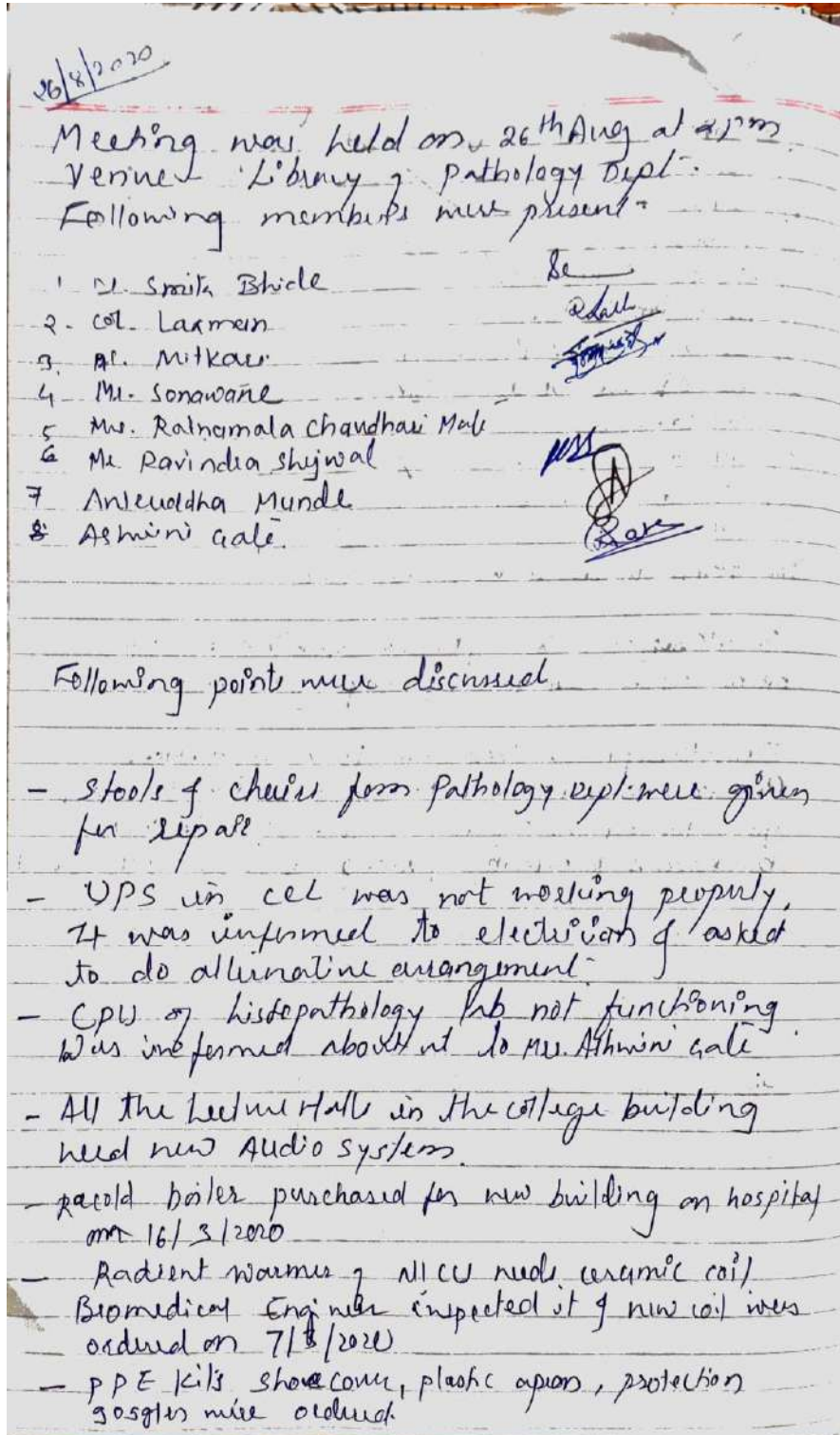
Following members were present for the meeting.

Dr. Smita Bhide	Chairman	
Col. Laxmanan	Secretary	
Dr. Sachin Naik	Member	
Dr. Ashok Ohatkar	Member	
Dr. Sudeep Kumar	Member	
Dr. Anita Kulkarni	Member	
Mrs Ratnamala Choudhari Mate	Member	

# MIMER MEDICAL COLLEGE - TALEGAON (D)

## MAINTENANCE COMMITTEE

### Minutes of Meeting





- Telescopic channels of Remi blood storage refrigerator in Blood bank not working properly  
It was checked by engineer & advised to replace on 19/3/2020

- D-link re-post switch in admin office not working checked by Mr. Athwani & advised to replace

- Refrigerated centrifuge in blood bank not working properly. Was inspected by company engineer & required repair on 27/11/2020

- X0 plant was inspected by engineer on 15/7/2020

- AMC's of Instruments of Pathology dept needs to be renewed.

1  
Bhille  
26/8/2020

Jan 2020.

Maintenance meeting was held on 16 Jan 2020.

Following members were present - Venue: Pathology Dept.

- 1) Dr Eric D'souza
- 2) Dr Derek D'souza
- 3) Mrs Anjali Jayawant
- 4) Dr Pravin Baravkar
- 5) Dr Vijay Kumar Powar
- 6) Dr Deepali Avhad
- 7) Col. Laxman
- 8) Mr Aniruddha Munde
- 9) Mr Ravindra Shejwal
- 10) Mrs. Ashwini Gate

The points discussed were as under:

On 9th Aug 2019, X-ray machine stabilizer board was burnt; repair work done by company engineer.

On 18th Sept 2019, short circuit to X-ray machine. Repair was outsourced. Problem detected in HT transformer given for repair. Repair work done. To avoid such breakdowns, monitoring of voltage & stabilisers to be used.

Generator (380 Kv - DG set) failed on 23/9/19. Company engineers repaired it & servicing, reprogramming & replacement of parts was done.

As per the requirement of LCD projector in PSM, Exam hall & Pathology Demo Room, new projectors were purchased & installed.

CCTV cameras were installed in OTs.

Vygon Flexygon Electro neuro stimulator was purchased for Anaesthesia Dept on 10/1/2020.

Shilpa  
16/1/2020

Chairman Maintenance & Condemnation Committee

- As per the requirement, office cupboards were purchase for central store on 26-7-2018.

- Ahuja sound system was purchased for electrical dept. on 10-8-2018. It comprises 2 speakers, 1 amplifier machine and two sound boxes with stands.

21/11/2019  
Chairman of Maintenance  
Condensation Committee



July 2019.

Maintenance Committee meeting was held on 26/7/19.

Following members were present: Venue: Pathology Dept

- 1) Dr. Eric D'souza
- 2) Dr. Derek D'souza
- 3) Mrs. Anjali Jayavant
- 4) Dr. Pravin N. Basavkar
- 5) Dr. Vijaykumar Powar
- 6) Mrs. Deepali Arhad
- 7) Col. Laxmanen
- 8) Mr. Aniruddha Munde
- 9) Mr. Ravindra Shejwal
- 10) Mrs. Ashwini Gate

On an average there were breakdown of 16 biomedical equipments from various sections (OT, ICU, Central Clinical Laboratory), and were repaired on time by the biomedical engineer.

The issue of deficient furniture in the central library was raised in the Library committee meeting repeatedly. Till the demands are met, the old furniture needs repair.

X-ray machine in Radiology had breakdown - faulty stabilizer which was repaired by company Engineer. Another problem was fault in hand switch, which too was repaired by company Engineer.

Generator (380 kv - D.G. set) <sup>Back-up problem -</sup> ~~located in~~ ~~at~~ ~~the~~ ~~main~~ ~~entrance~~ ~~of~~ ~~the~~ ~~hospital~~  
Company engineer repaired it & servicing was also done (AVR kit was changed) on 20-4-2017

There was requirement of VIC Preschool Vision Screening Flip chart in Ophthalmology dept. It was purchased on 9-4-2019.

- Chairs in the library were repaired on  
27-3-2019 (160 numbers).

Shide  
2017/2019

Chairman Maintenance  
& condemnation committee



Jan 2019

Maintenance committee meeting was held on 21-1-2019.

Following members were present. Venue: Pathology Dept

- 1) Dr Eric Dsouza *Eric Dsouza*
- 2) Dr Derek Dsouza *Derek Dsouza*
- 3) Dr Pravin Baravkar *Pravin Baravkar*
- 4) Mrs Anjali Jayawani *Anjali Jayawani*
- 5) Dr Swapnil Bhise *Swapnil Bhise*
- 6) Dr. Powar Vijaykumar *Vijaykumar Powar*
- 7) Mrs Deepali Alvhad *Deepali Alvhad*
- 8) Col. Laxmanan *Laxmanan*
- 9) Mr. Aniruddha Munde *Aniruddha Munde*
- 10) Mr Ravindra shejwal *Ravindra shejwal*
- 11) Mrs. Ashwini Gate *Ashwini Gate*

The following points were discussed in the meeting:

- Twenty one (Average) different instruments (eg. ventilator, C arm, X-ray machine, Tissue processor, Anaesthesia machine etc.) were repaired in house by biomedical engineer. Few of them were repaired by company engineer.
- 380 KVA D.G. set Generator had tripping problem on 10-10-2018. Control unit was replaced by AMC agency on 11-10-2018.
- For telephone & internet facility in the new hospital building, networking was required. It was completed in December 2018 for one wing.
- Details on preventive maintenance label on the equipments should updated immediately if there is any change (eg. change of engineer, Telephone number etc.).

*J. D. D.*  
21/1/2019  
Chairman Maintenance  
and Rehabilitation Committee

July 2018

Meeting was held on 20-7-2018.

Following members were present: Venue: Pathology Dept

- 1) Dr. Derek D'Souza *D'Souza*
- 2) Mrs. Anjali Jayaram *AJ*
- 3) Dr. Pravin N. Boravkar *PB*
- 4) Col. Laxmanan *Laxmanan*
- 5) Mrs. Deepali Avhad *Avhad*
- 6) Mr. Sonawane *Sonawane*
- 7) Mr. Parindra Slejewal *PS*
- 8) Mrs. Ashwini Gate *Gate*

The following points were discussed in the meeting:

- STP plant was not working properly in Feb 2018. It was reported to servicing agency & got repaired. It was emphasized that servicing agency must do regular servicing as per the schedule.
- 20 kVA UPS in OT was giving trouble frequently. In the month of May 2018, it was repaired locally & new batteries were installed on 4-6-2018.
- Photosensor board of dialysis machine was not working properly on 1-1-2018. It was informed to concerned agency & got repaired.
- For energy conservation, old tubelights should be replaced by more ~~LED~~ energy efficient LED tubelights.
- There is ~~is~~ requirement of office cupboards in central store.



29 Jan 2018

Meeting was held on 29-1-2018.

Following members were present: & Venue: Biochemistry

Dr. Smita Pawar Smita Dept-

Mrs. Anjali Jaywant AJ

Dr. Pravin N. Boravkar P Boravkar

Col. Laxmanan Laxmanan

Mrs. Deepali Avhad Avhad

Mr. Sonawane SS

Mr. Shejwal Ravinder SR

Mrs. Ashwini Gate A Gate

The following points were discussed in the meeting:

Water purifier system should be installed in the central library for 24x7 supply of drinking water.

Curtains are required for central library reading room windows.

There was water shortage problem in the campus due to HP motor (12:5) breakdown on 20-7-2017. Stand by motor was used for six hours & existing motor was repaired.

Same HP motor had problem with starter on 8-9-2017. New starter was installed on urgent basis.

Firewall was renewed by ICT dept. on 3-1-2018. 3 year AMC done.

Advanced ventilator was purchased for paediatrics department on 22-8-2017.

Shivde  
29.1.18  
Chairman.

July 2017

Meeting was held on 24/7/17

Following members were present:

Venue: Pathology  
Dept -

- 1) Dr. Smita Pawar Sch
- 2) Mrs. Anjali Jayawant AG
- 3) Dr. Pravin N. Basavkar Basavkar
- 4) Col. Laxmanan Laxmanan
- 5) Mrs. Deepali Avhad Avhad
- 6) Mr. Ravindra Shejwal Shejwal
- 7) Mr. Sonawane Sonawane
- 8) Mrs. Ashwini Gate Gate
- 9) Dr. Derek D'Souza D'Souza

Following points were discussed:

- Major breakdowns of following instruments were repaired -
  - Ventilator
  - Defibrillator
  - Central O<sub>2</sub>
  - C-arm machine
  - Radiant warmer

- For fitness/recreational purpose, gym facility needs to be updated.

- Few <sup>glass</sup> window panes of Microbiology practical hall were broken during rains. Needs to be replaced at the earliest.

- Few computers in computer lab are slow due to viruses. To prevent this problem, antiviruses should be installed & renewed regularly.

- AMC's to be updated before expiry.

- As per requirement of pathology dept, NANOCYT-6-Rota was purchased on 13-4-2017.

DR. D. S. DESHMUKH  
CHAIRMAN



30 Jan 2017

Meeting was held on 30/1/17

Following members were present: Venue - Pathology Dept

1) Dr. Smita Pawar Smita

2) Mrs. Anjali Jaywant AJ

3) Dr. Pravin N. Boravkar PB

4) Col. Laxmenan Lax

5) Mrs. Deepali Avhad DA

6) Mrs. Sonawane SB

7) Mrs. Ashwini Gate AG

8) Mr. Ravindra Shejwal RS

The following points were discussed in the meeting:

- For forthcoming sports activity in the annual gathering, sports material (for indoor & outdoor sports) should be made available.
- Electric department should frequently take sound and check all the electric points for proper functioning.
- Insufficient furniture in the library - Open book racks, Tables & chairs. Few of the existing furniture items require repair.
- Insecticide spraying was done in hostels on 14-10-2016.
- Solar panels installed on college building Terrace on 25<sup>th</sup> January 2017. Maintenance of these panels is with "Fourth Partner" company.
- There is requirement of NANOCYT-6 Rotor in Pathology department.

DBD

DR DB DESHMUKH  
(CHAIRMAN)



## **MIMER Medical College, Talegaon Dabhade**

### **Central Library Library Committee Meeting**

Second library committee meeting held on 29th July, 2021 at 1.00 P.M.

Venue: In Central Library

#### **Members present in the Meeting:-**

<b>1. Dr. Sachin Naik</b>	<b>Chairperson</b>
<b>2. Dr. Tushar Khachane</b>	<b>Secretary</b>
<b>3. Dr. Janice Jaison</b>	<b>Member</b>
<b>4. Dr. Sudeep Kumar</b>	<b>Member</b>
<b>5. Mrs. S.S. Ketkar</b>	<b>Member</b>
<b>6. Mr. Pravin Chavan</b>	<b>Member</b>
<b>7. Mr. Bidhan Dolal</b>	<b>Member</b>

Minutes of previous library committee meeting held on 15<sup>th</sup> Jan 2021, confirmed by Dr. Tushar Khachane

#### **Following Points were discussed in the Meeting:**

- 1) Purchase of new books:** Library to send mail to departments for purchasing new books. Departments should send their requirement to central library by mail within eight to ten days as per priority & ask quotation.
- 2) As decided in previous Library meeting** UG representative C.R. from each year of MBBS & two PG Representative (JR 2) one from medicine and allied subject & second from surgery and allied subject to be selected as member of library committee.
- 3) For binding of back issues of journals (Approx. 1000)** the quotation to be procured & binding to be completed in last week of August.

- 4) Purchase of Central Research Lab. books should be through central library as per other departmental library books. Central Research Lab. to put separate stamp on books along with library stamp.
- 5) Pre & Para departmental library verification completed. Stock verification of all departmental libraries to be done within 15 days. Report to be prepared by 21<sup>st</sup> Aug, 2021. Necessary action to be decided. Report to be presented in next college council meeting.
- 6) We have installed the KOHA Software and subscribed e- resources of DELNET & Up to date for library & for its smooth functioning central library require one PC for Issue Counter. Demand for the same to be put up.
- 7) List of library furniture to be prepared. Library chairs to be repaired. Mail to be sent to Mr. Mitkari regarding the same.
- 8) All mails pertaining to library to be sent on library whats App. group.
- 9) Online Demo of Up to Date to be arranged. Date to be finalized.
- 10) Purchase of Plagiarism Software discussed.

  
S. S. Chavhan

**MIMER Medical College, Talegaon Dabhade**

**Central Library**

**Library Committee Meeting**

Minutes of the meeting held on 8th January, 2021 at 12.30 P.M.

Venue: Faculty reading room - Central library.

**Members present for the Meeting: -**

1. Dr. Sachin Naik	Chairperson
2. Dr. Tushar Khachane	Secretary
3. Dr. Janice Jaison	Member
4. Dr. Sudeep Kumar	Member
5. Mr. Pravin Chavan	Member

**Points Discussed:**

- The schedule of meeting of library committee shall be twice a year (six monthly) /SOS
- The existing resources and facilities available in library were reviewed
- As per NMC norms, print journals criteria discussed by the chairperson in the meeting.
- Library document to be created by Friday 15<sup>th</sup> January 2021.
- Regarding Purchase of books- After getting approval for book purchasing, Book order finalized by Dr. Sudeep Kumar sir.
- Student representatives to be included in Library committee- UG students – 1 student from each batch (Total 4 students), PG students- 1 JR2 from MD stream and 1 JR2 from MS stream.
- Old issues of Print journals can be issued to PG students
- Login ID & Password of DELNET and NDL to be shared with the Departments .. MUHS Digital Library facilities also available for all faculty and students. All Departments also to be informed that MUHS Digital Library facilities are available for all faculty and students.
- Tentative meeting with Executive Director Madam scheduled on Friday 15<sup>th</sup> Jan 2021 at 2.30 pm

*Sachin Naik*

# **MIMER Medical College, Talegaon Dabhade**

## **Central Library Library Committee Meeting**

Minutes of the meeting held on 15th January, 2021 at 2.30 P.M. with Hon. Executive director,  
Venue: In conference room – Director Office.

### **Members present in the Meeting:-**

- |                               |                    |
|-------------------------------|--------------------|
| <b>1. Dr. Sachin Naik</b>     | <b>Chairperson</b> |
| <b>2. Dr. Tushar Khachane</b> | <b>Secretary</b>   |
| <b>3. Dr. Janice Jalson</b>   | <b>Member</b>      |
| <b>4. Dr. Sudeep Kumar</b>    | <b>Member</b>      |
| <b>5. Mrs. S.S. Ketkar</b>    | <b>Member</b>      |
| <b>6. Mr. Pravin Chavan</b>   | <b>Member</b>      |

### **Following Points are discussed:**

- 1) Each department should purchase at least two books per year as per NMC Norms.
- 2) Print and online Journals & Books criteria discussed by the Hon. Director Madam with other Members as per NMC norms
- 3) Whenever we decided to purchase new books, record of previous purchased books should be checked.
- 4) Dr. Sachin Naik & Dr. Tushar Khachane will finalize list of required books submitted by HOD's
- 5) Back issues of Medical Journals (from 2015 to 2019) were not bound. Binding of Journals to be completed by 31<sup>st</sup> Jan 2021.
- 6) Schedule of library committee meetings- Twice a year and SOS. 1<sup>st</sup> meeting should be arranged 1 month before starting academic year and second meeting after 6 months. Honorary/ Co-opted student members can be invited for the second meeting.
- 7) Stock verification of departmental Libraries to be done by Central Library as per E.D.'s order.
- 8) Monthly report of defaulter students should be sent to Student Section for collecting library dues

as per E.D's order.

- 9) Library users use two ways for entering In Library i.e. near Anatomy HOD office and near dissection hall. Henceforth there will be only one entrance for Library which is near dissection hall. All users have to enter their names In Central Library entry register and state purpose of visit.
- 10) From January 2021, Interns can also borrow the book from central Library.

Sachin



7.

**M.I.M.E.R. MEDICAL COLLEGE, TALEGAON DABHADE**

NAAC Library committee meeting held on **Wednesday 9/04/2020** at 10.30 a.m. in NAAC hall, In Pharmacology Department

**Members present in the meeting:**

1.Dr.RJ.Wagh	Chairman
2.Dr. Deepa Nair	Secretary
3.Dr.Prajakta Sambary	Member
4.Dr. Sadhana Chate	Member
5.Dr. Rajendra Zope	Member
6 .Mrs. S.S.Ketkar	Librarian

**Following points were discussed-**

1. Discussion about how to take care of students in covid pandemic whenever they visit to library after they join their classes. (Availability of sanitizer, uses of mask etc.)
2. Online extension of issued books period by mail or by phone if needed.
3. Strict action against the student and staff members who did not take care of mask and sanitizer



(Dr.R.J.Wagh)  
Secretary

3.

**M.I.M.E.R. MEDICAL COLLEGE, TALEGAON DABHADE**

NAAC Library committee meeting held on 14/6/2019 at 2.30 p.m. in Journal Room,

In Central Library.

**Members present in the meeting:**

- |                         |           |
|-------------------------|-----------|
| 1. Dr. R.J. Wagh        | Chairman  |
| 2. Dr. Deepa Nair       | Secretary |
| 3. Dr. Prajakta Sambary | Member    |
| 4. Dr. Sadhana Chate    | Member    |
| 5. Dr. Rajendra Zope    | Member    |
| 6. Mrs. S.S. Ketkar     | Librarian |

**Following points were discussed-**

1. As per MCI and NAAC norm we have increased no. of reference and text books every year in central library.

But there is deficiency of library furniture items viz. open books racks and cupboards for display of books. We have send demand letters for the same but still there is no response from the purchase department. So It is decided to send reminder for the same to Executive Director, again.

2. As per new norm of NAAC, library of institution must have a subscription for online journals or e-recourses. We have to ask for the funds for online resources and then search for different reputed sources of online databases and e journals like Up to Date, Elsevier online services etc.

3. As per demand of the students we have to send requisition for curtains for reading rooms.

4. Also we need to send again a letter for binding old journals which were not done from 2015 to till date.

During this academic year total 312 (text and Reference) books of worth Rs. 8,41,270/- are purchased. Also we have subscribed to 134 National and International Journals worth Rs. 74,94,872/-



(Dr.R.J.Wagh)  
Secretary

**M.J.M.E.R. MEDICAL COLLEGE, TALEGAON DABHADE**

NAAC Library committee meeting held on 23/4/2018 at 2.00 p.m. in Journal Room,  
In Central Library.

Members present in the meeting:

- |                        |             |
|------------------------|-------------|
| 1. Dr.R.J.Wagh         | Chairman    |
| 2. Dr. Anita Kulkarni  | Co-Chairman |
| 3. Dr. Deepa Nair      | Secretary   |
| 4. Dr.Prajakta Sambary | Member      |
| 5. Dr. Sadhana Chate   | Member      |
| 6. Mrs. S.S.Ketkar     | Librarian   |

Following points were discussed-

1. All departments should appoint one I/C for departmental library who should maintain Departmental library issue / returned register for avoiding loss of departmental library books
2. All old journals need be hard bound (simple binding without embossing) as per requirement Of MCI.
3. Provision of Curtains for windows at Central Library reading rooms as well as journal room for avoiding heating.
4. Provision of 24x7 supply of Drinking water source and about regular servicing of Aqua guard is essential for students in library reading room.
5. To send mail to defaulting teaching staff and remind them about books which were issued on their name. If the person is unable to returned them within 15 days fine Rs. 10/- per day would be charged after approval by E.D.
6. Students should return books within 7 days and defaulters will be charged Rs. 5/- per Day later on.
7. As per MCI norms it is essential to purchase books every year at least the latest edition of the text book. Request has to be put up for the E.D. approval for arranging book Exhibition for 2018 year purchase.

During this academic year total 621 (text and Reference) books of worth Rs. 10,47,036/- are purchased. Also we have subscribed to 132 National and International Journals worth Rs. 63,90,605/-



(Dr.R.J.Wagh)  
Secretary



8.

**M.I.M.E.R. MEDICAL COLLEGE, TALEGAON DABHADE**

NAAC Library committee meeting held on Monday 20/09/2017 at 10.30 a.m. in NAAC hall, In Pharmacology Department

Members present in the meeting:

- |                       |           |
|-----------------------|-----------|
| 1.Dr.R.J.Wagh         | Chairman  |
| 2.Dr. Deepa Nair      | Secretary |
| 3.Dr.Prajakta Sambary | Member    |
| 4.Dr. Sadhana Chate   | Member    |
| 5.Dr. Rajendra Zope   | Member    |
| 6 .Mrs. S.S.Ketkar    | Librarian |

Following points were discussed-

1. It was decided that a separate budget for purchase of UG and PG books for Central Library has to be submitted for approval and It was further stressed that no merging of the budgets approved for purchase of equipment and books by various other Departments should be allowed.
2. The prices of requisite Textbooks and journals for by each department have to be mentioned in the individual departmental budgets and accordingly the purchase will be sanctioned. The expenditure for textbook should be greater than that for journals.
3. Also it was decided to check the data of departmental libraries with the record of Central Library with respect to the availability of latest editions of essential textbooks.
4. There is need to include more number of textbooks in budget approved for year 2016-2017



(Dr.R.J.Wagh)

Secretary

1.

**M.I.M.E.R. MEDICAL COLLEGE, TALEGAON DABHADE**

NAAC Library committee meeting held on 20/4/2017 at 12 noon in NAAC hall,  
In Pharmacology Department

**Members present in the meeting:**

- |                         |             |
|-------------------------|-------------|
| 1. Dr. Aika Sontakke    | Co-Chairman |
| 2. Dr. R.J.Wagh         | Secretary   |
| 3. Dr. Mahesh Asalkar   | Member      |
| 4. Dr. Prajakta Sambary | Member      |
| 5. Dr. Sadhana Chate    | Member      |
| 6. Dr. Poyekar          | Member      |
| 7. Mrs. S.S.Ketkar      | Librarian   |

**Following points were discussed-**

1. As per discussion with co chairman departmental books budget for 2016-2017 should be checked for purchase of books by Secretary and Librarian by contacting with HOD's (by visiting to the departments or by HOD's visit to Central Library)
2. Focus on the books needed by the departments (6) which will be having PG inspections in next few months.(only Ophthalmology have deficiency in budget. They should work on it.)
3. The book titles of which purchase has not been sanctioned in a particular year should be included in the next year's budgetary provision.
4. Purchase/subscription of valuable non-medical books/ journals should also be availed in Central Library.

(Few titles of non-medical journals- National Geographic Rs. 1800/-p.a., Scientific American \$100 p.a. , Current Science Rs. 5000/-p.a., Science Reporter Rs.300/- p.a. etc.)

During this academic year total 312 (text and Reference) books of worth Rs. 8,41,270/- are purchased. Also we have subscribed to 134 National and International Journals worth Rs. 74,94,872/-



(Dr.R.J.Wagh)  
Secretary

2.

4.

**M.J.M.E.R. MEDICAL COLLEGE, TALEGAON DABHADE**

NAAC Library committee meeting held on Monday 20/11/2016 at 12 noon in NAAC hall,

In Pharmacology Department

Members present in the meeting:

1. Dr. Devidas Deshmukh	Co-Chairman
2. Dr. R.J.Wagh	Secretary
3. Dr. Mahesh Asalkar	Member
4. Dr. Prajakta Sambary	Member
5. Dr. Sadhana Chate	Member
6. Dr. Poyekar	Member
7. Dr. Jenice Jaison	Member
8. Mrs. S.S.Ketkar	Librarian

Following points were discussed-

1. Installation of CCTV camera's in central Library reading rooms is essential. As per the area of central Library reading rooms there should be four cameras are required. This requirement is send to ICT department for quotation.
2. Some publishers are interested to arrange book exhibition of latest edition for UG and PG books . Forwarded their letters to E.D. for permission.
3. New water cooler is essential for Library with aqua guard. This requirement is as per The students demand.
4. To send circular for journal list from various departments for next Year i.e.2017 for subscription.

During this academic year total 333 (text and Reference) books of worth Rs. 6,64,483/- are purchased. Also we have subscribed to 122 National and International Journals worth Rs. 48,89,579/-



(Dr. R.J. Wagh)  
Secretary