

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH
CENTRE, BHOPAL**

Ref.no. MDC/ILC/2017/1404

Date: 01/08/2017

CIRCULAR

The Institutional Library Committee Meeting will be held on 05/08/2017 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. B. Sunil Kumar
7	Member	Dr. Nishi Mishra
8	Member	Dr. Amita Gupta
9	Member	Dr. Utkarsh Tiwari
10	Member (PG Student)	Dr. Kasturi Roy
11	Member (PG Student)	Dr. Karvika Nayak
12	Member (UG Student)	Ms. Rashmi Verma
13	Member (UG Student)	Ms. Anamika Saha

Agenda:

1. To prepare the budget proposals for the academic year 2017-2018.
2. To procure textbooks and National and international journals.
3. Discuss about requirements of student in library.
4. Discuss about stock verification in central library.


Principal

Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental College
BHOPAL



MANSAROVAR DENTAL COLLEGE

Hospital & Research Centre

(Run by Sri Sai Gramothan Samiti)

(Recognized by Dental Council of India, New Delhi & Affiliated to MP Medical Science University, Jabalpur)

Institutional Library Committee

Academic Year 2017-2018

Date: 05/08/2017

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2017-18 was held in the Central Library on 05/08/2017 at 01:30 pm.

Members:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. B. Sunil Kumar	
7	Member	Dr. Nishi Mishra	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Utkarsh Tiwari	
10	Member (PG Student)	Dr. Kasturi Roy	
11	Member (PG Student)	Dr. Karvika Nayak	
12	Member (UG Student)	Ms. Rashmi Verma	
13	Member (UG Student)	Ms. Anamika Saha	

Agenda:

1. To prepare the budget proposals for the academic year 2017-2018.
2. To procure textbooks and National and international journals.
3. Discuss about requirements of student in library.
4. Discuss about stock verification in central library.

Contd...2

Minutes of the Meeting are as follows:

Dr. B. Gurudutt Nayak, Principal of **Mansarovar Dental College, Hospital & Research Centre** welcomed the members and gave a brief Introduction on Institutional Library Committee rules.

1. Committee Members discuss about the approximate requirements of books journals and infrastructure required for the session 2017-18. And also discussed about approximate cost required for procurement of the same.
2. Committee members discussed about the requirement of books of new edition for UG and PG students. Subsequently requirement for new journals was also discussed to upgrade the journals section for PG students & staff.
3. Next taken up for discussion was a requirement of the students in the Central Library. Committee members agreed upon up gradation of services in the library.
4. Discussed about stock verification and few members from the committee were suggested to do stock verification.



Signature of Coordinator



Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH
CENTRE, BHOPAL**

No. MDC/SLC/2018/405

Date: 01/03/2018

CIRCULAR

The Institutional Library Committee Meeting will be held on 05/03/2018 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Hlmanshu Khashu
6	Member	Dr. B. Sunil Kumar
7	Member	Dr. Nishi Mishra
8	Member	Dr. Amita Gupta
9	Member	Dr. Utkarsh Tiwari
10	Member (PG Student)	Dr. Kasturi Roy
11	Member (PG Student)	Dr. Karvika Nayak
12	Member (UG Student)	Ms. Rashmi Verma
13	Member (UG Student)	Ms. Anamika Saha

Agenda:

1. To read and confirm the minutes of the last meeting.
2. Discussed about binding of back volumes and books.
3. Discuss about how to improve the reading habits in students and research scholars in Library.
4. To decide to purchase NEET PG Entrance books.
5. To decide return policy of books.
6. Any other relevant matter to discuss with the permission of the chair.


Principal

Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental College
BHOPAL



MANSAROVAR DENTAL COLLEGE

Hospital & Research Centre

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Institutional Library Committee

Academic Year 2017-2018

Date: 05/03/2018

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2017-18 was held in the Central Library on 05/03/2018 at 01:30 pm.

Members:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. B. Sunil Kumar	
7	Member	Dr. Nishi Mishra	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Utkarsh Tiwari	
10	Member (PG Student)	Dr. Kasturi Roy	
11	Member (PG Student)	Dr. Karvika Nayak	
12	Member (UG Student)	Ms. Rashmi Verma	
13	Member (UG Student)	Ms. Anamika Saha	

Agenda:


1. To read and confirm the minutes of the last meeting.
2. Discussed about binding of back volumes and books.
3. Discuss about how to improve the reading habits in students and research scholars in Library.
4. To decide to purchase NEET PG Entrance books.
5. To decide return policy of books.
6. Any other relevant matter to discuss with the permission of the chair.

Contd...2

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Minutes of the Meeting are as follows:

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held.
2. Committee members discussed about binding of back volumes and books, suggestion were given that we should call for quotations from book binders. Committee agreed to do the needful and instructed librarian to identify the books that require binding.
3. Committee members discussed about how to improve the reading habits among the students, research scholars in the library. To achieve the same, orientation programme should be conducted to emphasize the significance of reading in the library.
4. Committee members decided to purchase NEET PG entrance books. Librarian was instructed to take the list of books require and get it sanctioned from the chairman.
5. Committee members discussed about the need to review book return policy of the library, members stressed upon the requirement to increase the days of return of the book from 10 days to 15 days.
6. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.


Signature of Coordinator


Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH CENTRE,
BHOPAL**

Ref No : MDC/ILC/2018/1902

Date: 01/08/2018

CIRCULAR

The Institutional Library Committee Meeting will be held on 06/08/2018 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. Siddharth Sonwane
7	Member	Dr. Nishi Mishra
8	Member	Dr. Amita Gupta
9	Member	Dr. Utkarsh Tiwari
10	Member (PG Student)	Dr. Renny K. Ninan
11	Member (PG Student)	Dr. Akansha Jain
12	Member (UG Student)	Ms. Pooja Vishwakarma
13	Member (UG Student)	Ms. Karishma Upaddhay

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about the library software.
3. To discuss about Library Card.
4. To discuss about SOP of Library.
5. To discuss about the requirements of books from various department.
6. Any other relevant matter to discuss with the permission of the chair.



Principal

Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental College
BHOPAL



MANSAROVAR DENTAL COLLEGE

Hospital & Research Centre

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Institutional Library Committee

Academic Year 2018-2019

Date: 06/08/2018

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2018-19 was held in the Central Library on 06/08/2018 at 01:30 pm.

MEMBERS:

S. No.	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. Siddharth Sonwane	
7	Member	Dr. Nishi Mishra	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Utkarsh Tiwari	
10	Member (PG Student)	Dr. Renny K. Ninan	
11	Member (PG Student)	Dr. Akansha Jain	
12	Member (UG Student)	Ms. Pooja Vishwakarma	
13	Member (UG Student)	Ms. Karishma Upadhay	

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about the library software.
3. To discuss about Library Card.
4. To discuss about SOP of Library.
5. To discuss about the requirements of books from various department.
6. Any other relevant matter to discuss with the permission of the chair.

Contd...2

Minutes of the Meeting are as follows:

Dr. B. Gurudutt Nayak, Principal of Mansarovar Dental College, Hospital & Research Centre welcomed the members.

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held.
2. Committee members discussed about the requirement for subscription of library software.
3. Committee agreed upon issuing a Library card for each student, no verbal request for issue of book from library will be entertained.
4. Committee members finalized SOP for library. Committee decided to handover a copy of SOP to the Principal Sir for approval and/or modifications.
5. Committee members instructed librarian to take the requirements of books from all UG and PG departments. And also workout the budget as per publisher price catalogue.
6. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.



Signature of Coordinator



Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH CENTRE,
BHOPAL**

Date: 01/03/2019

Refno -MDC/PLC/2019/411

CIRCULAR

The Institutional Library Committee Meeting will be held on 04/03/2019 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. Siddharth Sonwane
7	Member	Dr. Nishi Mishra
8	Member	Dr. Amita Gupta
9	Member	Dr. Utkarsh Tiwari
10	Member (PG Student)	Dr. Renny K. Ninan
11	Member (PG Student)	Dr. Akansha Jain
12	Member (UG Student)	Ms. Pooja Vishwakarma
13	Member (UG Student)	Ms. Karishma Upaddhay

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about the renewal of EBSCO online package.
3. Discuss about how to improve the reading habits in students and research scholars in Library.
4. To discuss about procurement about book shelves.
5. To discuss about the need of the Xerox machine in the library.
6. To discuss about the requirement computers in the library.
7. Any other relevant matter to discuss with the permission of the chair.



Principal

Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental College,
BHOPAL



MANSAROVAR DENTAL COLLEGE

Hospital & Research Centre

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Institutional Library Committee

Academic Year 2018-2019

Date: 04/03/2019

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2018-19 was held in the Central Library on 04/03/2019 at 01:30 pm.

Members:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. Siddharth Sonwane	
7	Member	Dr. Nishi Mishra	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Utkarsh Tiwari	
10	Member (PG Student)	Dr. Renny K. Ninan	
11	Member (PG Student)	Dr. Akansha Jain	
12	Member (UG Student)	Ms. Pooja Vishwakarma	
13	Member (UG Student)	Ms. Karishma Upaddhay	

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about the renewal of EBSCO online package.
3. Discuss about how to improve the reading habits in students and research scholars in Library.
4. To discuss about procurement about book shelves.
5. To discuss about the need of the Xerox machine in the library.
6. To discuss about the requirement computers in the library.
7. Any other relevant matter to discuss with the permission of the chair.

Contd...2

(2)

Minutes of the Meeting are as follows:

Dr. B. Gurudutt Nayak, Principal of Mansarovar Dental College, Hospital & Research Centre welcomed the members.

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held.
2. Committee members discussed about the need for renewal of EBSCO online package of last year to be continued for current year.
3. Committee members discussed about how to improve the reading habits among the students, research scholars in the library. To achieve the same, orientation programme should be conducted to emphasize the significance of reading in the library.
4. Committee members discussed need of books shelves for books and journals in the library as the requirement was put forward the librarian. Quotations to be called for necessary process.
5. Committee members discussed about the requirement of Xerox machine in the library. As Xerox machine sanction was given to the chairman.
6. Committee members discussed about the requirement of additional computers in the library.
7. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.



Signature of Coordinator



Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH
CENTRE, BHOPAL**

Ref no: MDCL/ILC/2019/1401

Date: 01/08/2019


CIRCULAR

The Institutional Library Committee Meeting will be held on 05/08/2019 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. Preeti Bhardwaj
7	Member	Dr. Nishi Mishra
8	Member	Dr. Amita Gupta
9	Member	Dr. Mayank Sharma
10	Member (PG Student)	Dr. Ashish Khandelwal
11	Member (PG Student)	Dr. Sagar Gupta
12	Member (UG Student)	Mr. Yogesh Bisen
13	Member (UG Student)	Mr. Sachin Soni

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about e-journals subscription.
3. To discuss about stock verification.
4. To discuss about Anti-virus service in Library computers.
5. Any other relevant matter to discuss with the permission of the chair.


Principal
Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental College
BHOPAL



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Institutional Library Committee

ACADEMIC YEAR 2019-2020

Date: 05/08/2019

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2019-20 was held in the Central Library on 05/08/2019 at 01:30 pm.

Members:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. Siddharth Sonwane	
7	Member	Dr. Nishi Mishra	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Utkarsh Tiwari	
10	Member (PG Student)	Dr. Ashish Khandelwal	
11	Member (PG Student)	Dr. Sagar Gupta	
12	Member (UG Student)	Mr. Yogesh Bisen	
13	Member (UG Student)	Mr. Sachin Soni	

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about e-journals subscription.
3. To discuss about stock verification.
4. To discuss about Anti-virus service in Library computers.
5. Any other relevant matter to discuss with the permission of the chair.

Contd...2

(2)

Minutes of the Meeting are as follows:

Dr. B. Gurudutt Nayak, Principal of Mansarovar Dental College, Hospital & Research Centre welcomed the members.

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held.
2. Committee members discussed about the subscription of e-journals, all the HOD's were instructed to give the feedback to the librarian regarding the subscriptions.
3. Committee members discussed about the stock verification in central library and departmental library. A committee was appointed for stock verification of library and various departments.
4. Committee members instructed librarian to procure Anti-virus for computers in the library.
5. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.



Signature of Coordinator



Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH
CENTRE, BHOPAL**

Ref. No. MDC/ILC/2020/2125

Date: 05/03/2020

CIRCULAR

The Institutional Library Committee Meeting will be held on 10/03/2020 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudutt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. Preeti Bhardwaj
7	Member	Dr. Nishi Mishra
8	Member	Dr. Amita Gupta
9	Member	Dr. Mayank Sharma
10	Member (PG Student)	Dr. Ashish Khandelwal
11	Member (PG Student)	Dr. Sagar Gupta
12	Member (UG Student)	Mr. Yogesh Bisen
13	Member (UG Student)	Mr. Sachin Soni

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about confirmation of journals for renewal of subscriptions.
3. Discuss about how to improve the reading habits in students and research scholars in Library.
4. To discuss about preparation of Library identity card.
5. To discuss about purchasing new books and latest edition .
6. To discuss about training workshop to be organized.
7. Any other relevant matter to discuss with the permission of the chair.


Principal

Dr. B. Gurudutt Nayak
Principal
Mansarovar Dental College,
BHOPAL



MANSAROVAR DENTAL COLLEGE

Hospital & Research Centre

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Institutional Library Committee Academic Year 2019-2020

Date: 05/03/2020

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2019-20 was held in the Central Library on 10/03/2020 at 01:30 pm.

MEMBERS:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. Preeti Bhardwaj	
7	Member	Dr. Nishi Mishra	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Mayank Sharma	
10	Member (PG Student)	Dr. Ashish Khandelwal	
11	Member (PG Student)	Dr. Sagar Gupta	
12	Member (UG Student)	Mr. Yogesh Bisen	
13	Member (UG Student)	Mr. Sachin Soni	

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about confirmation of journals for renewal of subscriptions.
3. Discuss about how to improve the reading habits in students and research scholars in Library.
4. To discuss about preparation of Library identity card.
5. To discuss about purchasing new books and latest edition .
6. To discuss about training workshop to be organized.
7. Any other relevant matter to discuss with the permission of the chair.

Contd...2

(2)

Minutes of the Meeting are as follows:

Dr. B. Gurudutt Nayak, Principal of Mansarovar Dental College, Hospital & Research Centre welcomed the members.

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held. Coordinator confirm the minutes of last meeting with or direction to take necessary action on pending issue.
2. Committee members discussed about confirmation of journals for renewal of subscriptions, all the HOD's of PG department were instructed give the feedback regarding renewal.
3. Committee members discussed about how to improve the reading habits among the students, research scholars in the library. To achieve the same, orientation programme should be conducted to emphasize the significance of reading in the library.
4. Committee members discussed about preparation of Library identity card, to be prepared with the process of admission. Required details to be received from students.
5. Committee members discussed about purchasing new books and latest edition. All the HOD's of the respective departments were instructed to provide list of books to the librarian.
6. Committee members discussed about training workshop to be organized for the PG students and the staff for effectively and efficiently utilizing the EBSCO host platform for project & research specialist from EBSCO Delhi.
7. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.



Signature of Coordinator



Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH
CENTRE, BHOPAL**

Reg No. MDC/ILC/2020/1803

Date: 01/10/2020

CIRCULAR

The Institutional Library Committee Meeting will be held on 05/10/2020 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. Preeti Bhardwaj
7	Member	Dr. Nishi Mishra
8	Member	Dr. Amita Gupta
9	Member	Dr. Mayank Sharma
10	Member (PG Student)	Dr. Prashant Ghargine
11	Member (PG Student)	Dr. Rajvardhan Sindhe
12	Member (UG Student)	Mr. Yogesh Bisen
13	Member (UG Student)	Mr. Sachin Soni

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about e-journals subscription.
3. To discuss about COVID protocol in the library.
4. To discuss about Anti-virus service in Library computers.
5. Any other relevant matter to discuss with the permission of the chair.


Principal

Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental College
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Institutional Library Committee

ACADEMIC YEAR 2020-2021

Date: 05/10/2020

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2020-21 was held in the Central Library on 05/10/2020 at 01:30 pm.

Members:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. Siddharth Sonwane	
7	Member	Dr. Nishi Mishra	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Utkarsh Tiwari	
10	Member (PG Student)	Dr. Ashish Khandelwal	
11	Member (PG Student)	Dr. Sagar Gupta	
12	Member (UG Student)	Mr. Yogesh Bisen	
13	Member (UG Student)	Mr. Sachin Soni	

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about e-journals subscription.
3. To discuss about COVID protocols in the library.
4. To discuss about Anti-virus service in Library computers.
5. Any other relevant matter to discuss with the permission of the chair.

Contd...2

Minutes of the Meeting are as follows:

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held.
2. Committee members discussed about the subscription of e-journals, all the HOD's were instructed to give the feedback to the librarian regarding the subscriptions.
3. Committee members discussed about following COVID protocol in the library. Rules like no entry without mask, social distancing were made mandatory. Librarian was instructed to ensure availability of sanitizer in the library and make sure that students are following all the protocols.
4. Committee members instructed librarian to procure Anti-virus for computers in the library.
5. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.



Signature of Coordinator



Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH
CENTRE, BHOPAL**

Date: 05/03/2021

Ref no - MDC/ILC/2021/407

CIRCULAR

The Institutional Library Committee Meeting will be held on 10/03/2021 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. Preeti Bhardwaj
7	Member	Dr. Nishi Mishra
8	Member	Dr. Amita Gupta
9	Member	Dr. Mayank Sharma
10	Member (PG Student)	Dr. Ashish Khandelwal
11	Member (PG Student)	Dr. Sagar Gupta
12	Member (UG Student)	Mr. Yogesh Bisen
13	Member (UG Student)	Mr. Sachin Soni

Agenda:

1. To read and confirm the minutes of the last meeting.
2. Discuss about how to improve the reading habits in students and research scholars in library
3. To discuss about purchasing new books and latest edition.
4. To discuss about COVID protocols in the library
5. Any other relevant matter to discuss with the permission of the chair.

Principal

Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental College
BHOPAL



MANSAROVAR DENTAL COLLEGE

Hospital & Research Centre

(Run by Sri Sai Gramothan Samiti)

(Recognized by Dental Council of India, New Delhi & Affiliated to MP Medical Science University, Jabalpur)

Institutional Library Committee

Academic Year 2020-2021

Date: 05/03/2021

The meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2020-21 was held in the Central Library on 10/03/2021 at 01:30 pm.

MEMBERS:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. Preeti Bhardwaj	
7	Member	Dr. Nishi Mishra	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Mayank Sharma	
10	Member (PG Student)	Dr. Ashish Khandelwal	
11	Member (PG Student)	Dr. Sagar Gupta	
12	Member (UG Student)	Mr. Yogesh Bisen	
13	Member (UG Student)	Mr. Sachin Soni	

Agenda:

1. To read and confirm the minutes of the last meeting.
2. Discuss about how to improve the reading habits in students and research scholars in Library.
3. To discuss about purchasing new books and latest edition.
4. To discuss about COVID protocols in the library.
5. Any other relevant matter to discuss with the permission of the chair.

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Minutes of the Meeting are as follows:

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held. Coordinator confirm the minutes of last meeting with or direction to take necessary action on pending issue.
2. Committee members discussed about how to improve the reading habits among the students, research scholars in the library. To achieve the same, orientation programme should be conducted to emphasize the significance of reading in the library.
3. Committee members discussed about purchasing new books and latest edition. All the HOD's of the respective departments were instructed to provide list of books to the librarian.
4. Committee members discussed about continuing COVID protocols in the library. Rules like no entry without mask, social distancing were made mandatory. Librarian was instructed to ensure availability of sanitizer in the library and make sure that students and staff are following all the protocols.
5. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.



Signature of Coordinator



Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH
CENTRE, BHOPAL**

Ry No : MDC/FLC/2021/9201

Date: 01/07/2021

CIRCULAR

The Institutional Library Committee Meeting will be held on 05/07/2021 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. Preeti Bhardwaj
7	Member	Dr. Sapna Singh
8	Member	Dr. Amita Gupta
9	Member	Dr. Mayank Sharma
10	Member (PG Student)	Dr. Aditi Ashish Sharma
11	Member (PG Student)	Dr. Ashish Khandelwal
12	Member (UG Student)	Mr. Aakash Sinha
13	Member (UG Student)	Ms. Kritka Sharma

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about Binding and Printing quotation from store.
3. To discuss about the proposal for book shelves for books and bound journals.
4. To discuss about the quotation of printing machine toner
5. Any other relevant matter to discuss with the permission of the chair.


Principal

Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental Collage
BHOPAL



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Institutional Library Committee

Academic Year 2021-2022

Date: 05/07/2021

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2021-22 was held in the Central Library on 05/07/2021 at 01:30 pm.

Members:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. Preeti Bhardwaj	
7	Member	Dr. Sapna Singh	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Mayank Sharma	
10	Member (Student PG)	Dr. Aditi Ashish Sharma	
11	Member (Student PG)	Dr. Ashish Khandelwal	
12	Member (Student UG)	Mr. Aakash Sinha	
13	Member (Student UG)	Ms. Kritka Sharma	

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about Binding and Printing quotation from store.
3. To discuss about the proposal for book shelves for books and bound journals.
4. To discuss about the quotation of printing machine toner & Servicing .
5. Any other relevant matter to discuss with the permission of the chair.

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Minutes of the Meeting are as follows:

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held.
2. Committee members discussed about Binding and Printing quotation from store. Librarian was instructed to coordinate with store incharge regarding the same.
3. Committee members discussed about the proposal for book shelves for books and bound journals. Librarian was to get the quotations for the same.
4. Committee members discussed about the quotation of printing machine toner & Servicing. Librarian was asked to get it toner priority basis.
5. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.



Signature of Coordinator



Signature of Chairperson

**MANSAROVAR DENTAL COLLEGE, HOSPITAL & RESEARCH
CENTRE, BHOPAL**

Ref no: MDC/ILC/2022/420

Date: 03/03/2022

CIRCULAR

The Institutional Library Committee Meeting will be held on 07/03/2022 at 01:30 pm in the Central Library of Mansarovar Dental College, Hospital & Research Centre. Request the concerned committee members to attend the meeting.

S.No	Position	Name of the person
1	Chairperson	Dr. B. Gurudatt Nayak
2	Committee coordinator	Dr. Nitin Awasthi
3	Convener (Chief Librarian)	Mrs. Anita Singh
4	Member	Dr. Tripty Rahangdale
5	Member	Dr. Himanshu Khashu
6	Member	Dr. Preeti Bhardwaj
7	Member	Dr. Sapna Singh
8	Member	Dr. Amita Gupta
9	Member	Dr. Mayank Sharma
10	Member (Student PG)	Dr. Aditi Ashish Sharma
11	Member (Student PG)	Dr. Ashish Khandelwal
12	Member (Student UG)	Mr. Shivgopal Singh
13	Member (Student UG)	Ms. Somya Kumari

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about the closing timings of library reading room in exam period of PG and UG.
3. To discuss about the soft copy and hard copy of synopsis to submitted by the PG's .
4. To discuss about stock verification
5. To review about library rules for reference books and journals
6. Any other relevant matter to discuss with the permission of the chair.



Principal

Dr. B. Gurudatt Nayak
Principal
Mansarovar Dental College
BHOPAL



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Institutional Library Committee Academic Year 2021-2022

Date: 07/03/2022

The first meeting of Institutional Library Committee of Mansarovar Dental College, Hospital & Research Centre for the academic year 2021-22 was held in the Central Library on 07/03/2022 at 01:30 pm.

MEMBERS:

S.No	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator	Dr. Nitin Awasthi	
3	Convener (Chief Librarian)	Mrs. Anita Singh	
4	Member	Dr. Tripty Rahangdale	
5	Member	Dr. Himanshu Khashu	
6	Member	Dr. Preeti Bhardwaj	
7	Member	Dr. Sapna Singh	
8	Member	Dr. Amita Gupta	
9	Member	Dr. Mayank Sharma	
10	Member (Student PG)	Dr. Aditi Ashish Sharma	
11	Member (Student PG)	Dr. Ashish Khandelwal	
12	Member (Student UG)	Mr. Shivgopal Singh	
13	Member (Student UG)	Ms. Somya Kumari	

Agenda:

1. To read and confirm the minutes of the last meeting.
2. To discuss about Binding and Printing quotation from store.
3. To discuss about the proposal for book shelves for books and bound journals.
4. To discuss about the quotation of printing machine toner & Servicing .
5. Any other relevant matter to discuss with the permission of the chair.

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Minutes of the Meeting are as follows:

1. Dr. Nitin Awasthi Committee coordinator of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held.
2. Committee Member discussed about the about the closing timings of library reading room in exam period of PG and UG, committee members agreed to increase the timings before university examination
3. Committee Member discussed about the about the soft copy and hard copy of synopsis to submitted by the PG's .All the HOD's of PG department instructed to follow it.
4. Committee Member discussed about the about stock verification, it was decided that as soon as the UG/PG examination ends, the verification of stock should be done. The list of departmental books was to be checked and report received.
5. To review about library rules for reference books and journals. It was decided to issue references books and journals to the HOD or written request duly signed by the respective HOD will be made. The reference will be issued to the respective Doctors for only 1 to 2 days and will be collected personally.
6. Since there was no other matter the meeting was ended with vote of thanks by Dr. Nitin Awasthi, committee coordinator.



Signature of Coordinator



Signature of Chairperson