



Minutes Of Meeting Information Technology Cell

Date: 19/01/2016

Time: 11:00 am

Venue: Conference hall , Govt. dental college and hospital, Ahmedabad

Minutes of the meeting of IT Cell committee held on 19th January 2016 .Following members were present in meeting:

Sr. No.	Member	Designation in Committee	Designation in Organisation	Signature
1	Dr. Sanjay Lagdive	Chairperson	Professor, Dept. of Prosthodontics & Crown and Bridge	
2	Dr. Piyush Limdiwala	Member	Asst. Professor, Dept. of Oral Medicine & Radiology	
3	Mr. Amitbhai	Member	Computer Assistant	
4	Mrs. Dharmishthaben	Member	Librarian	

Following Issues were discussed and decisions taken in Meeting:

SR.no.	Agenda / Issues	Action Taken	Action responsibility and time frame
1	Discussion on list of IT Enabled tools items available in College	List of IT enable tool related items needs to be prepared department wise.	Computer Assistant to provide list within 10 days
2	Discussion on Maintenance of IT enabled tools items etc	List of IT enabled tool related items needs to be prepared department wise.	Maintenance Technician to prepare list of IT enable tools items within 10 days

Chairperson-IT Cell
GDCH
Ahmedabad



Minutes Of Meeting Information Technology Cell

Date: 10/02/2017

Time: 11:30 am

Venue: Conference hall , Govt. dental college and hospital, Ahmedabad

Minutes of the meeting of IT Cell committee held on 10th February 2017 .Following members were present in meeting:

Sr. No.	Member	Designation in Committee	Designation in Organisation	Signature
1	Dr. Sanjay Lagdive	Chairperson	Professor, Dept. of Prosthodontics & Crown and Bridge	
2	Dr. Piyush Limdiwala	Member	Asst. Professor, Dept. of Oral Medicine & Radiology	
3	Mr. Amitbhai	Member	Computer Assistant	
4	Mrs. Dharmishthaben	Member	Librarian	

Following Issues were discussed and decisions taken in Meeting:

Sr. no.	Agenda / Issues	Action Taken	Action responsibility and time frame
1	Discussion on installation of Anti Virus Software for protection of virus.	Computers where Antivirus Software is either expired or not installed should be installed.	IT Team- Computer Assistant to complete tasks in 15 days
2	Discussion on Server issues	If any issue arises in the Server, it should be immediately brought to the notice of IT Cell Committee and immediately should be rectified/repared.	Maintenance Technician to address as soon as he receives any complain.
3	Utilisation & Maintenance of ICT tools	Policy regarding appropriate utilization and maintenance of ICT tools and technologies has been made	All Members

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Minutes Of Meeting Information Technology Cell

Date: 06/03/2018

Time: 11:00 am

Venue: Conference hall, Govt. dental college and hospital, Ahmedabad

Minutes of the meeting of IT Cell committee held on 06th March 2018. Following members were present in meeting:

Sr. No.	Member	Designation in Committee	Designation in Organisation	Signature
1	Dr. Sanjay Lagdive	Chairperson	Professor, Dept. of Prosthodontics & Crown and Bridge	
2	Dr. Piyush Limdiwala	Member	Asst. Professor, Dept. of Oral Medicine & Radiology	
3	Mr. Amitbhai	Member	Computer Assistant	
4	Ms. Ishita Shah	Member	AHA	
5	Mrs. Dharmishthaben	Member	Librarian	

Following Issues were discussed and decisions taken in Meeting:

Sr. no.	Agenda / Issues	Action Taken	Action responsibility and time frame
1	Discussion on periodic maintenance and round.	Regular maintenance should be done pertaining to IT enabled items and also regular periodic rounds to be taken by the team every 6 months	IT Cell Team
2	Discussion on Bio -Metrics Issues	If any issue arises in the Bio Metrics attendance, it should be immediately brought to the notice of IT Cell Committee and immediately should be rectified/repared.	Computer Assistant to look after.

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**Minutes Of Meeting
Information Technology Cell**

Date: 05/02/2019

Time: 11:00 am

Venue: Conference hall , Govt. dental college and hospital, Ahmedabad

Minutes of the meeting of IT Cell committee held on 05th February 2019 .Following members were present in meeting:

Sr. No.	Member	Designation in Committee	Designation in Organisation	Signature
1	Dr. Sanjay Lagdive	Chairperson	Professor, Dept. of Prosthodontics & Crown and Bridge	
2	Dr. Piyush Limdiwala	Member	Asst. Professor, Dept. of Oral Medicine & Radiology	
3	Mr. Amitbhai	Member	Computer Assistant	
4	Ms. Ishita Shah	Member	AHA	
5	Mrs. Dharmishthaben	Member	Librarian	

Following Issues were discussed and decisions taken in Meeting:

Sr. no.	Agenda / Issues	Action Taken	Action responsibility and time frame
1	Discussion on regular backups of data are taken using hard drives	To ensure regular backups are taken using hard drives to maintain a copy of important files.	Each Department
2	Discussion on Malware sites in the internet browser.	If any issue arises pertaining to Malwares sites, it should be blocked as part of protection protocol in the internet browser .	Maintenance Technician to fix the problem upon receiving complaints immediately.
3	Discussion on Cabling, Instrument maintenance	Proper system should be placed and planned for any Cabling & Instrument maintenance related work for smooth operations.	Maintenance Technician to look after

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**Minutes Of Meeting
Information Technology Cell**

Date: 06/03/2020

Time: 11:00 am

Venue: Conference hall, Govt. dental college and hospital, Ahmedabad

Minutes of the meeting of IT Cell committee held on 06th March 2020 .Following members were present in meeting:

Sr. No.	Member	Designation in Committee	Designation in Organisation	Signature
1	Dr. Sanjay Lagdive	Chairperson	Professor, Dept. of Prosthodontics & Crown and Bridge	
2	Dr. Piyush Limdiwala	Member	Asst. Professor, Dept. of Oral Medicine & Radiology	
3	Mr. Amitbhai	Member	Computer Assistant	
4	Ms. Ishita Shah	Member	AHA	
5	Mrs. Dharmishthaben	Member	Librarian	

Following Issues were discussed and decisions taken in Meeting:

Sr. no.	Agenda / Issues	Action Taken	Action responsibility and time frame
1	Discussion on management & technical support for maintenance LCD, UPS, Printer, Xerox Machine etc.	To ensure management & technical support for maintenance and repairing of LCD, UPS, Printer, Xerox Machine etc in the college	Periodic inspection by the Maintenance Technician and also to attend as an when any complain receives in written order.
2	Discussion on preparation of Computer by formatting, installation of desired software as per requirement etc	To ensure and address any issues pertaining for installation, formatting as per requirement & IP address assigning .	Maintenance Technician to fix the problem upon receiving complaints immediately.
3	Website Support & maintenance , preparation of requirements, uploading of data on College website	Any data which needs to be uploaded in the college website will be done through the support of Computer Assistant .	Computer Assistant will upload data in the College website as an when any data comes for uploading.

Chairperson-IT Cell
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Ahmedabad



Minutes Of Meeting Information Technology Cell

Date: 03/12/2021

Time: 11:00 am

Venue: Conference hall , Govt. dental college and hospital, Ahmedabad

Minutes of the meeting of IT Cell committee held on 03rd December 2021 .Following members were present in meeting:

Sr. No.	Member	Designation in Committee	Designation in Organisation	Signature
1	Dr. Sanjay Lagdive	Chairperson	Professor, Dept. of Prosthodontics & Crown and Bridge	
2	Dr. Piyush Limdiwala	Member	Asst. Professor, Dept. of Oral Medicine & Radiology	
3	Mr. Amitbhai	Member	Computer Assistant	
4	Mr. Santosh Nair	Member	AHA	
5	Mrs. Dharmishthaben	Member	Librarian	

Following Issues were discussed and decisions taken in Meeting:

Sr. no.	Agenda / Issues	Action Taken	Action responsibility and time frame
1	Discussion for proposal for Design, Development, & Maintenance of Software services for CMS (Computer Management System)	In order to put in place a suitable system so as to keep records of College digitally a proposal for CMS was taken in the RKS meeting on 03/12/2021 under the Chairmanship of ACS (Health & FW).	Committee suggested to appoint GIPL as consultant and all procurement of CMS Software shall be purchased through GIPL.
2	Discussion to make entire college Wi-Fi.	In order to put in place a suitable system so as to be connected digitally a proposal to make entire college Wi-Fi was taken in the RKS meeting on 03/12/2021 under the Chairmanship of ACS (Health & FW).	Committee suggested to appoint GIPL as consultant and all procurement of Wi-Fi shall be purchased through GIPL.
3	Discussion for proposal for Software services for HMIS	In order to put in place a suitable system so as to keep records digitally a proposal was taken in the RKS meeting on 03/12/2021 under the Chairmanship of ACS (Health & FW)	Committee suggested to appoint GIPL as consultant and all procurement of HMIS Software shall be purchased through GIPL.

Chairperson-IT Cell
GDCH
Ahmedabad



Minutes Of Meeting Information Technology Cell

Date: 13/05/2022

Time: 04:00 pm

Venue: Office of Additional Chief
Secretary (Health & FW),
Meeting Hall, Block No.7/7,
Gandhinagar

Minutes of the meeting of IT Cell committee held on 13th MAY 2022. Following members were present in meeting:

Sr. No.	Member	Designation in Committee	Designation in Organisation	Signature
1	Dr. Sanjay Lagdive	Chairperson	Professor, Dept. of Prosthodontics & Crown and Bridge	
2	Dr. Piyush Limdiwala	Member	Asst. Professor, Dept. of Oral Medicine & Radiology	
3	Mr. Amitbhai Chauhan	Member	Computer Assistant	
4	Mr. Santosh Nair	Member	AHA	
5	Mrs. Dharmishthaben	Member	Librarian	

Following Issues were discussed and decisions taken in Meeting:

Sr. no.	Agenda / Issues	Action Taken	Action responsibility and time frame
1	Technical Scrutiny & Administrative approval meeting for proposal for Design, Development, & Maintenance of Software services for CMS (Computer Management System)	In order to put in place a suitable system a detailed ppt was done by the GIPL officials regarding the CMS Software under the Chairmanship of ACS (Health & FW)	ACS & Committee suggested GIPL to incorporate more/additional information related to Hostel Facility, HRMS, Inventory management, Fees, E- Library, SMS facility etc. in consultation with GDCH. GIPL will submit the revised quotation
2	Technical Scrutiny & Administrative approval meeting to make entire college Wi-Fi.	In order to put in place a suitable system so as to be connected digitally through Wi-Fi a detailed ppt was done by the GIPL Officials for proposal to make entire college Wi-Fi under the Chairmanship of ACS (Health & FW).	Committee suggested Internet facility with robust security should be taken into consideration and it was accepted with some modifications that maintenance should be done for 5 years instead of 1year.(Wi-Fi 5 years support along with net connection.)
3	Technical Scrutiny & Administrative approval meeting for proposal for Software services for HMIS	A detail ppt was done by the GIPL Officials for HMIS under the Chairmanship of ACS (Health & FW)	ACS suggested as GIL is working on HMIS for whole Gujarat Public Health Institutions (PHIs) right from SC, PHC, CHC, SDH to DH. Hence with regard for the HMIS, idea has been dropped.

Chairperson-IT Cell
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