

Date: 5/12/2016

### Quorum was formed for "Library Committee"

1. Dr.Girish Parmar - Head of the institute, Chairperson



- 2. Dr. Shantanu Chaudhary Professor, Library in charge, member
- 3. Dr. Chirag Darji Tutor, Library in charge, member
- 4. P.B. Damor Administrative Officer, member
- 5. Dharmisthaben Rathod Librarian, member D. B. Rythos

The library committee 'quorum' was formed in the presence of all the above said members. In the meeting held today purchase of printed and e-copy of Indian and foreign journals as per DCI requirements was decided. A circular to all HOD's regarding the same and suggestions for the required journals was to be sent.

1. Dr.Girish Parmar - Head of the institute, Chairperson



2. Dr. Shantanu Chaudhary - Professor, Library in charge, member



3. Dr. Chirag Darji – Tutor, Library in charge, member  $\mathcal{L}$ 



4. P.B. Damor – Administrative Officer, member

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5. DharmisthabenRathod – Librarian, member



Date: 8/12/2016

#### Agenda -

In the meeting held today, the minutes of last meeting are approved. List of journals required was obtained from all HOD's after the circular.

The entire list received from different departments was properly reviewed and segregated and the librarian was instructed to start the procedure for the procurement of print and e-copy of Indian and foreign journals.

1. Dr.Girish Parmar - Head of the institute, Chairperson

2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

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3. Dr. Chirag Darji – Tutor, Library in charge, member

4. P.B. Damor-Administrative Officer, member

5. Dharmisthaben Rathod - Librarian, member D.B. Rytho 2



Date: 2/1/2017

#### Agenda -

In the meeting held today, the minutes of last meeting are approved. Invoices for various journals of different departments was obtained from the vendor.

1. Dr. Girish Parmar - Head of the institute, Chairperson

2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

3. Dr. Chirag Darji - Tutor, Library in charge, member

4. Rajesh Chaudhary - Administrative Officer, member

5. Dharmisthaben Rathod - Librarian, member D. B. Ruthoz



Date: 31/8/2017

Agenda -

In the meeting held today purchase of books as per DCI requirements was decided. A circular to all HOD's regarding the same and suggestions for the required books was to be sent.

1. Dr.Girish Parmar - Head of the institute, Chairperson

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2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

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3. Dr. Chirag Darji – Tutor, Library in charge, member

4. Rajesh Chaudhary - Administrative Officer, member

5. Dharmisthaben Rathod - Librarian, member

D.B. Rythoz



Date: 7/9/2017

#### Agenda -

The minutes of last meeting were approved. List of books required was obtained from all HOD's after the circular.

In the meeting held today the entire list received from different departments was properly reviewed and segregated and the Purchase committee was instructed to start the tender procedure for the procurement of books.

Loose journal binding was not done since 2004-05, so the proposal for binding of loose journal was brought into notice by librarian and quorum agreed upon the same. Librarian was instructed to do the needful for binding of loose journals.

1. Dr. Girish Parmar - Head of the institute, Chairperson

2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

3. Dr. Chirag Darji – Tutor, Library in charge, member

4. Rajesh Chaudhary – Administrative Officer, member

5. Dharmisthaben Rathod – Librarian, member



Date: 23/11/2017

#### Agenda-

In the meeting held today, quorum has decided to appoint a librarian as the working librarian resigned and library work may suffer.

It was therefore decided to give charge temporarily to Mr. Sachin Jadhav till further arrangements are made.

1. Dr.Girish Parmar - Head of the institute, Chairperson

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2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

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3. Dr. Chirag Darji – Tutor, Library in charge, member

4. Rajesh Chaudhary - Administrative Officer, member



Date: 21/12/2017

Mr. Sachin Jadhav has taken over the charge of library. In absence of regularly appointed librarian, binding of journals and procurement of books inviting tender could not be executed.

In the meeting held today purchase of printed and e-copy of Indian and foreign journals as per DCI requirements was decided. A circular to all HOD's regarding the same and suggestions for the required journals was to be sent.

1. Dr.Girish Parmar - Head of the institute, Chairperson

2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

3. Dr. Chirag Darji - Tutor, Library in charge, member

4. Rajesh Chaudhary – Administrative Officer, member

5. Mr. Sachin Jadhav - In charge librarian, member

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Date: 4/1/2018

#### Agenda -

In the meeting held today, the minutes of last meeting are approved. List of journal required was obtained from all HOD's after the circular.

The entire list received from different departments was properly reviewed and segregated and the librarian was instructed to start the procedure for the procurement of print and e-copy of Indian and foreign journals.

1. Dr. Girish Parmar - Head of the institute, Chairperson

2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

3. Dr. Chirag Darji - Tutor, Library in charge, member

4. Rajesh Chaudhary - Administrative Officer, member

5. Mr. Sachin Jadhav - In charge librarian, member



Date: 29/3/18

In the meeting held today, the minutes of last meeting were approved.

Invoices for various journals from different departments was obtained from the vendor. In charge librarian Sachin jadhav further instructed to complete the process of procurement of journals.

1. Dr.Girish Parmar - Head of the institute, Chairperson

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2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

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3. Dr. Chirag Darji - Tutor, Library in charge, member

4. Rajesh Chaudhary - Administrative Officer, member

5. Mr. Sachin Jadhav - In charge librarian, member

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Date: 21/12/2018

Regular appointment of librarian was made and old librarian Dharmisthaben rejoined her duties.

In the meeting held today purchase of books and printed and e-copy of Indian and foreign journals as per DCI requirements was decided. A circular to all HOD's regarding the same and suggestions for the required books and journals was to be sent.

1. Dr.Girish Parmar - Head of the institute, Chairperson

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2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

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3. Dr. Chirag Darji - Tutor, Library in charge, member

Rajesh Chaudhary – Administrative Officer, member

5. Dharmisthaben Rathod – Librarian, member

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Date: 3/1/2019

In the meeting held today the entire list of books and journals received from different departments was properly reviewed and segregated. The Purchase committee was instructed to start the tender procedure for the procurement of books. The librarian was instructed to start the procedure for the procurement of print and e-copy of Indian and foreign journals.

1. Dr. Girish Parmar - Head of the institute, Chairperson

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2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

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3. Dr. Chirag Darji - Tutor, Library in charge, member

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4. Rajesh Chaudhary - Administrative Officer, member

5. Dharmisthaben Rathod – Librarian, member

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Date: 11/4/2019

In the meeting held today discussed next plan of action for procurement of journals as we had not received a single issue for the year of 2018.

As Gujarat state medical consortium MOU with Jaypee is going to end on 31/7/2019. So discussed to continue with the MOU as a part of Gujarat state medical consortium.

1. Dr.Girish Parmar - Head of the institute, Chairperson

2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

3. Dr. Chirag Darji - Tutor, Library in charge, member

Rajesh Chaudhary – Administrative Officer, member

5. Dharmisthaben Rathod - Librarian, member D. B. Muthor





Date: 3/1/2020

In the meeting held today discussed for the shifting of library on 7<sup>th</sup> floor of new building as planning to start renovation in existing library.

1. Dr. Girish Parmar - Head of the institute, Chairperson

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2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

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3. Dr. Chirag Darji - Tutor, Library in charge, member

4. Rajesh Chaudhary - Administrative Officer, member

5. Dharmisthaben Rathod – Librarian, member





Date: 19/11/2020

In the meeting held today discussed for the requirement of compactor for the arrangement of books and journals and smooth running of library. Instruction given to the PIU through proper channel for the procurement of compactor and proper installation as required and guided by librarian.

1. Dr.Girish Parmar - Head of the institute, Chairperson

2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

3. Dr. Chirag Darji - Tutor, Library in charge, member

4. Rajesh Chaudhary - Administrative Officer, member

5. Dharmisthaben Rathod - Librarian, member D.B. Ruthod





Date: 12/8/2021

In the meeting held today discussed and after proper supervision of newly renovated library, decided to move library back to its original position that is G+2 college building.

1. Dr.Girish Parmar - Head of the institute, Chairperson

2. Dr. Shantanu Chaudhary - Professor, Library in charge, member

3. Dr. Chirag Darji – Tutor, Library in charge, member ()

4. Rajesh Chaudhary - Administrative Officer, member

5. Dharmisthaben Rathod - Librarian, member

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Date: 10/1/2022

In the meeting held today, Dr. Falguni mehta was given charge as Professor, Library in charge and Dr. Falguni mehta has joined newly formed library committee that includes following members.

- Dr. Girish Parmar
- Dr. Falguni Mehta
- Dr. Kirti Dulani
- Dr. Chirag Darji
- Rajesh Chaudhary
- Dharmisthaben Rathod

1. Dr. Girish Parmar - Head of the institute, Chairperson

2. Dr. Falguni Mehta- Professor, Library in charge, member

3. Dr. Kirti Dulani - Tutor, Library in charge, member

4. Dr. Chirag Darji - Tutor, Library in charge, member

5. Rajesh Chaudhary – Administrative Officer, member

6. Dharmisthaben Rathod – Librarian, member

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Date: 22/3/2022

In the meeting held today purchase of books and printed and e-copy of Indian and foreign journals as per DCI requirements was decided. A circular to all HOD's regarding the same and suggestions for the required books and journals was to be sent.

- 1. Dr. Girish Parmar Head of the institute, Chairperson
- 2. Dr. Falguni Mehta- Professor, Library in charge, member
- 3. Dr. Kirti Dulani Tutor, Library in charge, member
- 4. Dr. Chirag Darji Tutor, Library in charge, member
- 5. Rajesh Chaudhary Administrative Officer, member
- 6. Dharmisthaben Rathod Librarian, member

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Date: 28/3/2022

In the meeting held today the entire list of books and journals received from different departments was properly reviewed and segregated. The Purchase committee was instructed to start the tender procedure for the procurement of books. The librarian was instructed to start the procedure for the procurement of print and e-copy of Indian and foreign journals.

1. Dr.Girish Parmar - Head of the institute, Chairperson

2. Dr. Falguni Mehta- Professor, Library in charge, member - Fr

3. Dr. Kirti Dulani - Tutor, Library in charge, member

4. Dr. Chirag Darji - Tutor, Library in charge, member

5. Rajesh Chaudhary - Administrative Officer, member

6. Dharmisthaben Rathod - Librarian, member

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