



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

4.3.4 Average annual expenditure for the purchase of books and journals including e-journals during the last five years

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RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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CERTIFICATE OF THE HEAD OF INSTITUTION



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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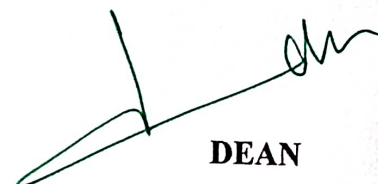
Dr. Karthik Krishna M, M.D.S.,
DEAN

TO WHOMSOEVER IT MAY CONCERN

This is to certify that, the Annual expenditure for the purchase of books and journals including e-journals year-wise during the last five years, details are given below:

YEAR	2021-22	2020-21	2019-20	2018-19	2017-18
Amount in Lacs	21.17	18.10	22.03	17.58	20.35




DEAN

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Rungta College of Dental Science & Research
Kohka Road, Kurud, Bhilai (C.G.)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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BOOKS AND JOURNALS

SHASTRY SANJAY & ASSOCIATES

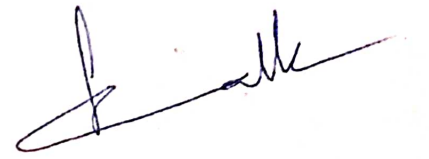
Chartered Accountants

43/5, Nehru Nagar (West), Near KPS Chowk, Bhilai, Dist-Durg 490020 (C.G.)
Ph : 0788-4037979, Mail : pshastry5@gmail.com

To Whom So Ever It May Concern

This is to certify that Rungta College of Dental Sciences & Research, Rungta Knowledge City, Kurud Road, Kohka, Bhilai, District-Durg, Pincode:490024 has incurred the following annual expenditure for purchase of books and journals during last five years. This certificate has been issued based on the audited Balance Sheets and Income and Expenditure Statements.

Year	2021-22	2020-21	2019-20	2018-19	2017-18
Amount in Lakhs	21.17	18.10	22.03	17.58	20.35

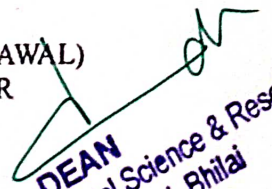


Place: Bhilai
Date: 03.05.2023

FOR SHASTRY SANJAY & ASSOCIATES
CHARTERED ACCOUNTANTS




(ANAND AGRAWAL)
PARTNER


DEAN
Rungta College of Dental Science & Research
Kohka-Kurud Road, Bhilai

HEAD OFFICE : RAIPUR & BRANCH OFFICE : DURG

4.3.4 Average annual expenditure for the purchase of books and journals including e-journals during the last five years

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RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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AN INITIATIVE BY SANJAY RUNGTA

CERTIFICATE OF THE HEAD OF INSTITUTION



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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TO WHOMSOEVER IT MAY CONCERN

This is to certify that; these are the proceedings of library Committee meeting
from Academic Year 2017-18 to 2021-22




DEAN

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RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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Proceedings of library Committee meeting

AN INITIATIVE BY SANJAY RUNGTA



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

ACADEMIC YEAR (2021-22)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

AN INITIATIVE BY SANJAY RUNGTA

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 20 July 2022

Convenor: - Dr. Ram Tiwari

Action taken regarding last meeting held on

Successful establishment of IQAC with 7 count members

Agenda of Current meeting:

Upgrading the library software and automation of the library

Members Present: -

S. No	Name Of Member	Committee	Designation	Signature
1.	Dr. Kartik M Krishna	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed sodawala	Vice-dean	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshrestha	Administrative Coordinator RCDSR	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	Reader Dept of OMFS, RCDSR	
6.	Dr. Brji Kumar	Member	Reader Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Prof. Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

Discussion

The automation of library should be done in order to digitalize the library and make it available online. This will improve the library usage and performance. Thus, it will enhance the academic performance.

Outcome:

Proposed to the management for the same.



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Kohka Road, Kurus, Ghilai (C.G.)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

AN INITIATIVE BY SANJAY RUNGTA

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 03/01/22

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

Quotation for the book bank textbooks were received and books order was placed.

Agenda of Current meeting

Planning for making a scheme for pricing of textbook for the book-bank at very economical price.

Annual audit of library books.

Members Present: -

S.No	Name Of Member	Committee	Designation	Signature
1.	Dr. Kartik M Krishna	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed sodawala	Member	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshresta	Member	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	Reader Dept of OMFS, RCDSR	
6.	Dr. Brji Kumar	Member	Reader Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Reader Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

Discussion

An economic package will be made for the subscription of book banks for the student.

All books to be checked by the chief librarian and convenor for proper count and accession number.

Outcome

The books whose accession number are not provided will be henceforth completed. Ensure that all counts are properly done. Students will be enrolled for book bank.



Rungta College of Dental Science & Research
Kohka Road, Kurud, Bhamla (C.G.)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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AN INITIATIVE BY SANJAY RUNGTA

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 19/04/2022

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

Successful establishment of Book-Bank facility with the nominal charges i:e Rs. 2000/- for BDS 1st year

Agenda of Current meeting

Establishment of Internal Quality Assurance Cell.

Members Present: -

S.No	Name Of Member	Committee	Designation	Signature
1.	Dr. Kartik M Krishna	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed sodawala	Member	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshrestha	Member	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	Reader Dept of OMFS, RCDSR	
6.	Dr. Brji Kumar	Member	Reader Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Prof. Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

Discussion

Establishment of Internal Quality Assurance Cell Dr. Fatima Khan as suggested by 7 members are joined the committee

Outcome

Successful establishment of IQAC with 7 count members was done.

Internal Quality Assurance Cell

1. Dr. Fatima Khan
2. Dr. Ram Thombre (Director)
3. Kartik M Krishna (Dean)
4. Neena Dubey (Administrative Officer)
5. Dr. Ram Tiwari (Library Co-ordinator)
6. Naresh Kasar (Librarian)
7. Ruchi Tiwari (Student)



Rungta College of Dental Science & Research
Kohka Road, Kurud, Bhubai (C.G.)

Name of Institutional Committee/Cell: - Library Advisory committee

Minutes of Meeting

Date of meeting: 31/11/2022

Convenor: - Dr. Ram Tiwari


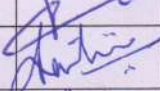
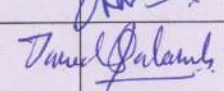
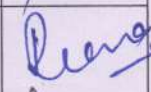
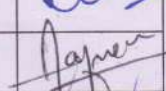
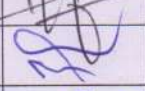
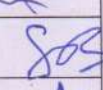
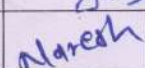
Action taken regarding last meeting held on

Application given to the management for the upgradation of the SRGI-LMS software

Agenda of Current meeting

- Proposal of new library convenor for the next year
- To Create the learning resources material (including question bank) for the students.

Members Present: -

S.No	Name Of Member	Committee	Designation	Signature
1.	Dr. Kartik M Krishna	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed sodawala	Vice-dean	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshresta	Administrative Coordinator RCDSR	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	Reader Dept of OMFS, RCDSR	
6.	Dr. Brji Kumar	Member	Reader Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Prof. Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

Discussion

In accordance with all the committee member, Dr. Aafreen Aftab was proposed as the new library convenor for the next session.

Creation of the learning resources material (including question bank) requires the collection of LRM from all the medical and dental department, which will be uploaded on our software for the remote access for the students. This will benefit the students in many ways. The question bank along with model answers should also be collected for the easy disposal to the students, which will upgrade the academic performance of the institute.

Outcome

Notice has been circulated to prepare and submit the LRM to the library committee.




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AN INITIATIVE BY SANJAY RUNGTA

ACADEMIC YEAR (2020-21)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

AN INITIATIVE BY SANJAY RUNGTA

Managed by : GDR Educational Society

Name of Institutional Committee/Cell: - Library Advisory committee

Minutes of Meeting

Date of meeting: 04/10/21

Convenor: - Dr. Ram Tiwari

Action taken regarding last meeting held on

Various journals were subscribed from different departments, the list of which is with the head librarian.

Agenda of Current meeting

Purchase of textbooks for creating book bank for undergraduate students.

Members Present: -

S.No	Name Of Member	Committee	Designation	Signature
1.	Dr. Kartik M Krishna	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed sodawala	Member	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshresta	Member	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	Reader Dept of OMFS, RCDSR	
6.	Dr. Brji Kumar	Member	Reader Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Prof. Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

Discussion

To provide permanent book bank facility to the undergraduate students so that they do not need to purchase books from outside.

Outcome

Lists of standard textbook for every subject will be prepared and quotation will be requested from various vendors for the same.



Rungta College of Dental Science & Research
Kehka Road, Kurud, Bhilai (G.G.)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

AN INITIATIVE BY SANJAY RUNGTA

Managed by : GDR Educational Society

Name of Institutional Committee/Cell: - Library Advisory committee

Minutes of Meeting

Date of meeting: 04/01/21

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

Lists of journals required from various departments has been received and henceforth this will be sent to vendors for quotations.

Agenda of Current meeting

Annual audit of central and departmental library.

Members Present: -

S.No	Name Of Member	Committee	Designation	Signature
1.	Dr. Sudhir Pawar	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed Sodawala	Member	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshrestha	Member	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	S.R. Dept of OMFS, RCDSR	
6.	Dr. Brij Kumar	Member	S.R. Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Reader Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

Discussion

All the books in the central and departmental library are to be audited for proper count and accession number, if any missing/damaged book is found should be reported that necessary action can be taken.

Outcome

Accession number if missing will be rectified. Counting and record maintenance routine will be done along with Missing/damaged books will be repaired or replaced.




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RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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AN INITIATIVE BY SANJAY RUNGTA

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 05/10/20

Convenor: - Dr. Ram Tiwari

Action taken regarding last meeting held on

Various journals were subscribed for different departments. The list of which is with the head librarian.

Agenda of Current meeting

To check for maintenance for AC ducts, tube lights, fans, and termite proofing.

Members Present: -

S.No	Name Of Member		Designation	Signature
1.	Dr. Sudhir Pawar	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed Sodawala	Member	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshrestha	Member	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	S.R. Dept of OMFS, RCDSR	
6.	Dr. Brji Kumar	Member	S.R Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Reader Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

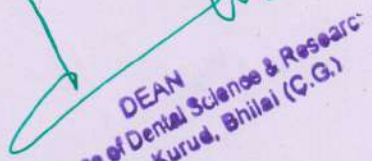
Discussion

All the AC ducts, tube lights, fans etc (electrical equipment's) are to be checked for routine maintenance. Any wooden cabinets if affected by termite will be subjected to termite proofing.

Outcome

The director civil department will be requested to make necessary arrangement for the same.




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RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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AN INITIATIVE BY SANJAY RUNGTA

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 05/04/21

Convenor: - Dr. Ram Tiwari

Action taken regarding last meeting held on

The bar-coding and annual audit was done successfully.

The books torn or damaged were sent for binding.

Agenda of Current meeting

Subscription of E-journal for online library.

Members Present: -

S.No	Name Of Member	Committee	Designation	Signature
1.	Dr. Kartik M Krishna	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed sodawala	Member	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshresta	Member	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	S.R. Dept of OMFS, RCDSR	
6.	Dr. Brji Kumar	Member	S.R Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Prof. Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

Discussion

As per the recommendation of the council online subscription of E-Journal are to be made for access in computer section of library.

Outcome

Quotation are requested from various parties for subscription of E-journals.




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RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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AN INITIATIVE BY SANJAY RUNGTA

ACADEMIC YEAR (2019-20)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

AN INITIATIVE BY SANJAY RUNGTA

Managed by : GDR Educational Society

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 06/01/2020

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

All the electrical equipment's were made in working condition. The annual termite proofing was also done.

Agenda of Current meeting

Annual Audit of Library books

Members Present:-

S.No	Name Of Member	Designation	Signature
1	Dr. Sudhir Pawar	Chairman	
2	Dr. Javed sodawala	Member	
3	Dr. Reena Kulshrestha	Member	
4	Dr. Ram Tiwari	Library Convener	
5	Dr. Aafreen Aftab	Member	
6	Dr. Brji Kumar	Member	
7	Dr. Sruthi Rao	Member	
8	Mr. Naresh Kasar	Librarian	

Discussion

All the books to be checked by the chief Librarian and convenor for proper count and accession number.

Outcome

The books whose accession number are not provided will be henceforth completed.

Ensure that all counts are properly done.



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RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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AN INITIATIVE BY SANJAY RUNGTA

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 06/04/20

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

The annual audit was done successfully.

All book hence found were having proper records and accession.

Agenda of Current meeting

Subscription of E-journal for online library.

In view of ongoing covid 19 pandemic and unexpected lockdown we proposed the establishment of the e-library for the remote access of the library.

Members Present(online zoom meeting)

S.No	Name Of Member	Designation	Signature
1	Dr. Kartik M Krishna	Chairman	Attended
2	Dr.Javed sodawala	Member	Attended
3	Dr.Reena Kulshresta	Member	Attended
4	Dr.Ram Tiwari	Library Convener	Attended
5	Dr. Sruthi Rao	Member	Attended
6	Dr.Aafreen Aftab	Member	Attended
7	Dr.Brji Kumar	Member	Attended
8	Mr.Naresh Kasar	Librarian	Attended

Discussion

As per the recommendation of the council online subscription of E-Journal are to be made for access in computer section of library.

Outcome

Quotation are requested from various parties for subscription of E-journals.




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Kohka Road, Kurua, Bhitai (C.G.)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 06/07/20

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

Subscription of E-Journal was done with infotech library solution.

Agenda of Current meeting

Subscription of journal for library.

Members Present: -

S.No	Name Of Member	Designation	Signature
1	Dr. Kartik M Krishna	Chairman	
2	Dr. Javed sodawala	Member	
3	Dr. Reena Kulshresta	Member	
4	Dr. Ram Tiwari	Library Convener	
5	Dr. Sruthi Rao	Member	
6	Dr. Aafreen Aftab	Member	
7	Dr. Brji Kumar	Member	
8	Mr. Naresh Kasar	Librarian	

Discussion

As per the requirements for journals subscription in various department HOD's/incharges will be requested to send list for the same.

Outcome

The list henceforth received will be compiled.

Quotation for the same will be requested from various vendors.



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Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 05/10/20

Convenor: - Dr. Ram Tiwari

Action taken regarding last meeting held on

Various journals were subscribed for different departments. The list of which is with the head librarian.

Agenda of Current meeting

To check for maintenance for AC ducts, tube lights, fans, and termite proofing.

Members Present: -

S.No	Name Of Member		Designation	Signature
1.	Dr. Sudhir Pawar	Chairman	Dean RCDSR	
2.	Dr. Ram Tiwari	Library Convener	Reader Dept of PHD, RCDSR	
3.	Dr. Javed Sodawala	Member	Prof. Dept of Ortho, RCDSR	
4.	Dr. Reena Kulshrestha	Member	Reader, Dept of microbiology, RCDSR	
5.	Dr. Aafreen Aftab	Member	S.R. Dept of OMFS, RCDSR	
6.	Dr. Brji Kumar	Member	S.R Dept of Pedodontics, RCDSR	
7.	Dr. Sruthi Rao	Member	Reader Dept of OMFS, RCDSR	
8.	Mr. Naresh Kasar	Librarian	Librarian	

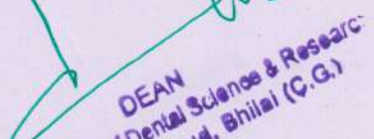
Discussion

All the AC ducts, tube lights, fans etc (electrical equipment's) are to be checked for routine maintenance. Any wooden cabinets if affected by termite will be subjected to termite proofing.

Outcome

The director civil department will be requested to make necessary arrangement for the same.




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RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

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AN INITIATIVE BY SANJAY RUNGTA

ACADEMIC YEAR (2018-19)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

AN INITIATIVE BY SANJAY RUNGTA

Managed by : GDR Educational Society

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 07/01/19

Convenor: - Dr. Ram Tiwari

Action taken regarding last meeting held on

Lists of journals required from various departments has been received and henceforth this will be sent to vendors for quotations.

Agenda of Current meeting

Annual audit of central and departmental library.

Members Present: -

S.No	Name Of Member	Designation	Signature
1	Dr. Sudhir Pawar	Chairman	
2	Dr. Javed sodawala	Member	
3	Dr. Reena Kulshrestha	Member	
4	Dr. Ram Tiwari	Library Convener	
5	Dr. Aafreen Aftab	Member	
6	Dr. Brji Kumar	Member	
7	Dr. Sruthi Rao	Member	
8	Mr. Naresh Kasar	Librarian	

Discussion

All the books in the central and departmental library are to be audited for proper count and accession number, if any missing/damaged book is found should be reported that necessary action can be taken.

Outcome

Accession number if missing will be rectified.

Counting and record maintenance routine will be completed.

Missing/damaged books will be repaired or replaced.



BEAN
Rungta College of Dental Science & Research
Kohka Road, Kurud, Bhilai (C.G.)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

AN INITIATIVE BY SANJAY RUNGTA

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 01/04/19

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

Annual audit was completed successfully.

The books torn or damaged were sent for binding.

Agenda of Current meeting

Subscription of E-journal for online library.

Members Present:-

S.No	Name Of Member	Designation	Signature
1	Dr. Sudhir Pawar	Chairman	
2	Dr. Javed sodawala	Member	
3	Dr. Reena Kulshrestha	Member	
4	Dr. Ram Tiwari	Library Convener	
5	Dr. Aafreen Aftab	Member	
6	Dr. Brji Kumar	Member	
7	Dr. Sruthi Rao	Member	
8	Mr. Naresh Kasar	Librarian	

Discussion

As per the recommendation of the council online subscription of E-Journal are to be made for access in computer section of library.

Outcome

Quotation are requested from various parties for subscription of E-journals.



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Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 01/07/19

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

Subscription of E-Journal was done with infotech library solution starting from 11th june 2019.

Agenda of Current meeting

Subscription of journal for library.

Members Present:-

S.No	Name Of Member	Designation	Signature
1	Dr. Sudhir Pawar	Chairman	
2	Dr.Javed sodawala	Member	
3	Dr.Reena Kulshrestha	Member	
4	Dr.Ram Tiwari	Library Convener	
5	Dr.Aafreen Aftab	Member	
6	Dr.Brji Kumar	Member	
7	Dr. Sruthi Rao	Member	
8	Mr.Naresh Kasar	Librarian	

Discussion

As per the requirements for journals subscription in various department HOD's/incharges will be requested to send list for the same.

Outcome

The list henceforth recieved will be compiled.

Quotation for the same will be requested from various vendors.



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Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 07/10/2019

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

Various journals were subscribed for different departments. The list of which is with the head librarian.

Agenda of Current meeting

To check for maintenance for AC ducts, tubelights, fans, and termite proofing.

Members Present:-

S.No	Name Of Member	Designation	Signature
1	Dr. Sudhir Pawar	Chairman	
2	Dr.Javed sodawala	Member	
3	Dr.Reena Kulshrestha	Member	
4	Dr.Ram Tiwari	Library Convener	
5	Dr.Aafreen Aftab	Member	
6	Dr.Brji Kumar	Member	
7	Dr. Sruthi Rao	Member	
8	Mr.Naresh Kasar	Librarian	

Discussion

All the AC ducts, tubelights, fans etc (electrical equipments) are to be checked for routine maintenance. Any wooden cabinets if affected by termite will be subjected to termite proofing.

Outcome

The director civil department will be requested to make necessary arrangement for the same.



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ACADEMIC YEAR (2017-18)



RUNGTA COLLEGE OF DENTAL SCIENCES & RESEARCH

Managed by : GDR Educational Society

AN INITIATIVE BY SANJAY RUNGTA

Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 01/10/18

Convenor: Dr. Ram Tiwari

Action taken regarding last meeting held on

All necessary arrangement regarding termite proofing were made by the civil department. The progress is ongoing.

Agenda of Current meeting

Subscription of dental journals.

Members Present: -

S.No	Name Of Member	Designation	Signature
1	Dr. Pradeep Tawane	Chairman	
2	Dr. Javed sodawala	Member	
3	Dr. Reena Kulshrestha	Member	
4	Dr. Ram Tiwari	Library Convener	
5	Dr. Sruthi Rao	Member	
6	Dr. Aafreen Aftab	Member	
7	Dr. Brji Kumar	Member	
8	Mr. Naresh Kasar	Librarian	

Discussion

All HOD's/Incharges will be sent to send requirement regarding their departments Dental journals.

Outcome

The requirements henceforth recived will be considered for annual subscription.



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Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 02/07/18

Convenor:- Dr. Ram Tiwari

Action taken regarding last meeting held on

The students are now entering their names in the register to mark their attendance.

Agenda of Current meeting

Termite proofing of library cabinets.

Members Present: -

S.No	Name Of Member	Designation	Signature
1	Dr. Pradeep Tawane	Chairman	
2	Dr. Javed sodawala	Member	
3	Dr. Reena Kulshrestha	Member	
4	Dr. Ram Tiwari	Library Convener	
5	Dr. Sruthi Rao	Member	
6	Dr. Aafreen Aftab	Member	
7	Dr. Brji Kumar	Member	
8	Mr. Naresh Kasar	Librarian	

Discussion

The wooden cabinets in the library are to be undertaken for termite proofing on an annual basis. The civil maintenance department will be conducting the maintenance.

Outcome

The director civil maintenance will be requested to make arrangement for the same.



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Name of Institutional Committee/Cell :- Library Advisory committee

Minutes of Meeting

Date of meeting: 04/04/18

Convenor: - Dr. Ram Tiwari

Action taken regarding last meeting held on

The annual audit was done successfully.

All books hence found were having proper records and accession.

Agenda of Current meeting

Library utilisation by undergraduate students.

Members Present:-

S.No	Name Of Member	Designation	Signature
1	Dr. Pradeep Tawane	Chairman	
2	Dr. Javed sodawala	Member	
3	Dr. Reena Kulshrestha	Member	
5	Dr. Brji Kumar	Member	
6	Dr. Ram Tiwari	Member	
7	Dr. Sruthi Rao	Member	
8	Mr. Naresh Kasar	Librarian	

Discussion

To inculcate habit of library, reading among students and increase utilization. All class incharges are instructed to compulsory follow up students sitting in library.

Outcome

An attendance/incoming register to be placed in the library to check for the same.



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Name of Institutional Committee/Cell: - Library Advisory committee

Minutes of Meeting

Date of meeting: 01/01/2018

Convenor: - Dr. Ram Tiwari

Action taken regarding last meeting held on

Agenda of Current meeting

Annual Audit of Library books

Members Present: -

S.No	Name Of Member	Designation	Signature
1.	Dr. Pradeep Tawane	Chairman	
2.	Dr. Ram Tiwari	Convenor	
3.	Dr. Reena Kulshrestha	Member	
4.	Dr. Javed sodawala	Member	
5.	Dr. Brji Kumar	Member	
6.	Dr. Sruthi Rao	Member	
7.	Mr. Naresh Kasar	Librarian	

Discussion

All the books to be checked by the chief Librarian and convenor for proper count and accession number.

Outcome

The books whose accession number are not provided will be henceforth completed.

Ensure that all counts are properly done.



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4.3.4: Average annual expenditure for the purchase of books and journals including e-journals during the last five years

DESCRIPTION	LINK
Audit statement highlighting the expenditure for purchase of books and journal library resources	CLICK HERE 