



# KARPAGA VINAYAGA INSTITUTE OF MEDICAL SCIENCES AND RESEARCH CENTRE



GST Road, Chinnakolambakkam, Madhuranthagam, Tamilnadu -603308

Ph.no: 044-27598484/27565195; Fax: 044-27565170; E-mail:kims.medical@yahoo.com; principaloffice@kims.edu.in,  
Website: www.kims.edu.in

## MAINTANENCE COMMITTEE

### MINUTES OF THE MEETING

5/09/2020

S.NO	NAMES	DESIGNATION	SIGNATURE
1.	Principal – Dr.Sufala Sunil Viswas Rao	CHAIR PERSON	<i>[Signature]</i>
2.	Dr. V.Sathyamoorthy	MEMBER	<i>[Signature]</i>
3.	Dr.Durai Pandian	MEMBER	<i>[Signature]</i>
4.	Mr.Ezhil	MEMBER	<i>[Signature]</i>
5.	Mr.Sasi kumar	MEMBER	<i>[Signature]</i>
6.	Mr.Santha kumar	MEMBER	<i>[Signature]</i>

### AGENDA

1. To go through the list of books and journals requested by various departments and finalize the list of books and journals to be purchased.
2. To review subscription of journals like MGR university E- consortium and EJ server online.
3. Registration in student consult, online database of books.
4. To decide on the list of workshops and CMEs to be conducted in next 6 months.
5. Update of comuter software in various departments.
6. Maintenance os support facilities.
7. Animal house license to be renewed.
8. Central lab –NABL

### ACTIONS TO BE TAKEN

1. Minutes of the previous meeting were revised.
2. List of books and journals to be submitted in chairpersons office for approval.
3. List of books and journals purchased from south india book agency and jaypee publishers as decided in the previuos meeting were verified.
4. Animal house facility to conduct IAEC meeting every 6 month.
5. Animal house license is to be renewed by dec 2020.
6. NABL proceedings to be discussed with the principal every month.
7. Registration in student consult, online database of medical books was done in july 2020. Librarian demonstrated the advantages of student consult.



# KARPAGA VINAYAGA INSTITUTE OF MEDICAL SCIENCES AND RESEARCH CENTRE



GST Road, Chinnakolambakkam, Madhuranthagam, Tamilnadu -603308

Ph.no: 044-27598484/27565195; Fax: 044-27565170; E-mail: kims.medical@yahoo.com; principaloffice@kims.edu.in,  
Website: www.kims.edu.in

## MAINTANENCE COMMITTEE

### MINUTES OF THE MEETING

9/08/2021

S.NO	NAMES	DESIGNATION	SIGNATURE
1.	Principal – Dr.Sufala Sunil Viswas Rao	CHAIR PERSON	
2.	Dr.Durai Pandian	MEMBER	
3.	Dr. V.Sathyamoorthy	MEMBER	
3.	Mr.Ezhil	MEMBER	
4.	Mr.Sasi kumar	MEMBER	
7.	Mr.Santha kumar	MEMBER	

### AGENDA

1. To go through the list of books and journals requested by various departments and finalize the list of books and journals to be purchased.
2. To review subscription of journals like MGR university E- consortium and EJ server online.
3. Registration in student consult, online database of books.
4. To decide on the list of workshops and CMEs to be conducted in next 6 months.
5. Update of comuter software in various departments.
6. Maintenance os support facilities.
7. Animal house license to be renewed.
8. Central lab –NABL

### ACTIONS TO BE TAKEN

1. Minutes of the previous meeting were revised.
2. List of books and journals to be submitted in chairpersons office for approval.
3. List of books and journals purchased from south india book agency and jaypee publishers as decided in the previuos meeting were verified.
4. Animal house facility to conduct IAEC meeting every 6 month.
5. Animal house license is to be renewed by dec 2021.
6. NABL proceedings to be discussed with the principal every month.
7. Registration in student consult, online database of medical books was done in july 2021. Librarian demonstrated the advantages of student consult.