

**Velammal Medical College Hospital & Research Institute**

Office of Dean

Circular

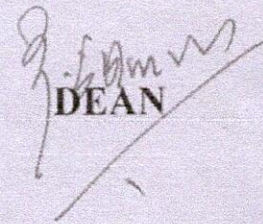
Ref No: /H/Cir/2023

Date: 20.12.2023

To

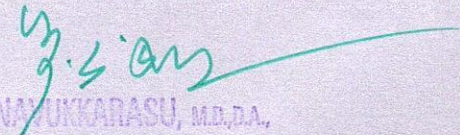
All Clinical & Non-Clinical HODs

To ensure smooth functioning of *the* Library activities the Library Committee is reconstituted with the inclusion of new members in to the committee. The list of new Committee members is enclosed with this Circular and shall come into effect from 01.01.2024.

  
DEAN

Copy submitted to  
The Hon. Chair man  
The Director

Copy to:  
Medical Superintendent  
Vice Principal  
Chief Administrative Officer  
Secretary, Library Committee  
Members Library Committee

  
Prof. T. THIRUNAVUKKARASU, M.D., D.A.,  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Medical College"  
Madurai-625 004, Tamil Nadu  
Anuppuram, Madurai-625 004, Tamil Nadu

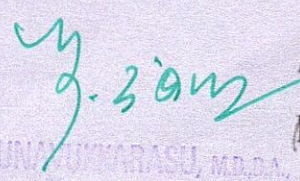


**Velammal Medical College Hospital & Research Institute**

**Library Committee Members**

**1<sup>st</sup> Jan 2024- 31<sup>st</sup> Dec 2024**

Name	Designation	Position in Library Committee
Dr T.Thirunavukarasu	Dean	ChairPerson
Dr.Nataraja Rathinam	Prof, Pediatrics	Secretary
Dr.Mahesh Krishna	Vice Principal	Member
Dr.Hariharan	Asso.Prof, Biochemistry	Member
Dr.Sudhir Ben Nelson	Asso.Prof, Community Medicine	Member
Dr.R.Ramesh	Prof, General Medicine	Member
Dr.K.N.Subramanian	Asso Prof, Orthopedics	Member
Dr.Janani	Asst Prof, Forensic Medicine	Member
Dr.M.Selva Ganesh	Consultant, Cardiology	Member
Mr.R.B.Velmurugan	Chief Librarian	Member
Mr.R.Soundarapandian	Assistant Librarian	Member

  
**DEAN**  
Dr. T. THIRUNAVUKARASU, MD, D.A.,  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Village"  
Medurupakkam, Chennai - 600 090  
Anupandam, Madurai - 625 001, TN





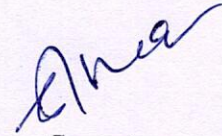
**CENTRAL LIBRARY  
VELAMMAL MEDICAL COLLEGE HOSPITAL &  
RESEARCH INSTITUTE  
MADURAI - 625 009**

Ref No: VMCH/LC/Meeting/03/2023

Date: 6.7.2023

**CIRCULAR**

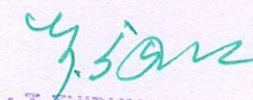
The meeting of Library Committee members is scheduled to be held on 10.07.2023 at 3P.M at the Central Library, Velammal Medical College Hospital & Research Institute, Madurai. All Library Committee Members & Library staffs are requested to participate.

  
Secretary

Library Committee

Copy to:

1. The Dean
2. Medical Superintendent
3. Vice Principal
4. Library Committee Members
5. Librarian
6. Office Copy

  
Prof. T. THIRUNAVUKARASU, M.D., D.A.,  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Vilaga"  
Madurai-Tulloorin Ring Road  
Anuppanadi, Madurai-625 009, T.N.



## **DEPARTMENT OF LIBRARY**

**VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE  
MADURAI**

**Date: 10.07.2023**

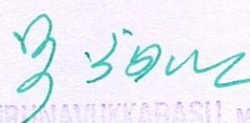
### **MINUTES OF MEETING**

A Meeting of Members of Library Committee was Held in the Office of Librarian on 10.07.2023 at around 12 noon. The following Members are Present. The following Members are Present.

Dr.T.Thirunavukkarasu -The Dean,  
Dr.Mahesh Krishna - VP,  
Dr. Natarajarathinam- Secretary,  
Library Committee, Members-Dr.Hariharan, Dr.Sudhir Ben Nelson, Dr. R.Ramesh, Dr. K.N.Subramanian,Dr.Janani, Dr. M.Selva Ganesh

The following matter were discussed and decisions were taken

- 1 All books in library need to be verified for completion of stock verification.
2. All Journals need to be checked and arranged according to their issue number in specific sections.
3. Archiving of books from library need to be started.

  
Prof. T. THIRUNAVUKKARASU, M.D.,D.A.,  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Village"  
Madurai-Tuticorin Ring Road  
Anuppanadi, Madurai-625 009, T.N.





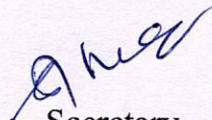
**CENTRAL LIBRARY  
VELAMMAL MEDICAL COLLEGE HOSPITAL &  
RESEARCH INSTITUTE  
MADURAI - 625 009**

Ref No: VMCH/LC/Meeting/04/2023

Date: 06.10.2023

**CIRCULAR**

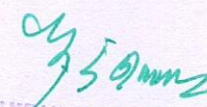
The meeting of Library Committee members is scheduled to be held on 10.10.2023 at 3P.M at the Central Library, Velammal Medical College Hospital & Research Institute, Madurai. All Library Committee Members & Library staffs are requested to participate.

  
Secretary

Library Committee

Copy to:

1. The Dean
2. Medical Superintendent
3. Vice Principal
4. Library Committee Members
5. Librarian
6. Office Copy

  
Prof. T. THIRUNAVUKKARASU, M.D., D.A.,  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Village"  
Madurai-Tuticorin Bypass Road  
Anuppanadi, Madurai-625 009, T.N.



## **DEPARTMENT OF LIBRARY**

**VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE  
MADURAI**

**Date: 10.10.2023**

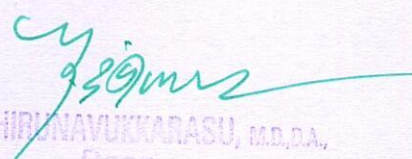
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Dr.T.Thirunavukkarasu -The Dean,  
Dr.Mahesh Krishna - VP,  
Dr. Natarajarathinam- Secretary,  
Library Committee, Members-Dr.Hariharan, Dr.Sudhir Ben Nelson, Dr. R.Ramesh, Dr.  
K.N.Subramanian,Dr.Janani, Dr. M.Selva Ganesh

The following matter were discussed and decisions were taken

1. Various departments have given updated editions of the standard books. These books need to be obtained from the manufacturer for the central library as well as department library.
2. NAAC criteria 4.3 regarding library facilities was discussed.
3. Facilities for students in library was discussed and the means of maintaining a non-contaminated atmosphere were discussed.

  
Prof. T. THIRUNAVUKKARASU, M.D., Ph.D.,  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Village"  
Madurai-Tuticorin Ring Road  
Anuppanadi, Madurai-625 003, T.N.





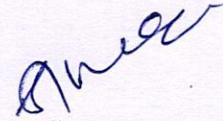
**CENTRAL LIBRARY  
VELAMMAL MEDICAL COLLEGE HOSPITAL &  
RESEARCH INSTITUTE  
MADURAI - 625 009**

Ref No: VMCH/LC/Meeting/01/2024

Date: 6.1.2024

**CIRCULAR**

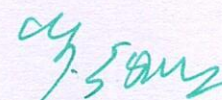
The meeting of Library Committee members is scheduled to be held on 11.01.2024 at 3P.M at the Central Library, Velammal Medical College Hospital & Research Institute, Madurai. All Library Committee Members & Library staffs are requested to participate.

  
Secretary

Library Committee

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and Research Institute  
"Velammal Village"  
Madurai-Tuticorin Ring Road  
Anuppanadi, Madurai-625 009, T.N.



## **DEPARTMENT OF LIBRARY**

**VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE  
MADURAI**

**Date: 11.01.2024**

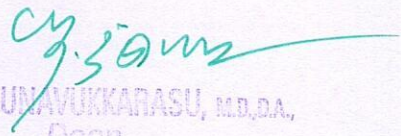
### **MINUTES OF MEETING**

A Meeting of Members of Library Committee was Held in the Office of Librarian on  
11.01.2024 at around 12 noon. The following Members are Present.

Dr.T.Thirunavukkarasu -The Dean,  
Dr.Mahesh Krishna - VP,  
Dr. Natarajarathinam- Secretary,  
Library Committee, Members-Dr.Hariharan, Dr.Sudhir Ben Nelson, Dr. R.Ramesh, Dr.  
K.N.Subramanian,Dr.Janani, Dr. M.Selva Ganesh

The following matter were discussed and decisions were taken

- 1 All books in library need to be verified for completion of stock verification.
2. All Journals need to be checked and arranged according to their issue number in specific sections.
3. Archiving of books from library need to be started.

  
Prof. T. THIRUNAVUKKARASU, M.D.,D.A.,  
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and Research Institute  
"Velammal Village"  
Madurai-Tuticorin Ring Road  
Anuppanadi, Madurai-625 009, T.N.





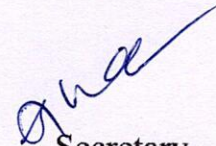
**CENTRAL LIBRARY  
VELAMMAL MEDICAL COLLEGE HOSPITAL &  
RESEARCH INSTITUTE  
MADURAI - 625 009**

Ref No: VMCH/LC/Meeting/02/2024

Date: 6.4.2024

**CIRCULAR**

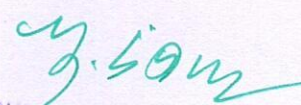
The meeting of Library Committee members is scheduled to be held on 11.04.2024 at 3P.M at the Central Library, Velammal Medical College Hospital & Research Institute, Madurai. All Library Committee Members & Library staffs are requested to participate.

  
Secretary

Library Committee

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1. The Dean
2. Medical Superintendent
3. Vice Principal
4. Library Committee Members
5. Librarian
6. Office Copy

  
Prof. T. THIRUNAVUKARASU, M.D., D.A.,  
Dean  
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"Velammal Village"  
Madurai-Tuticorin Ring Road  
Anuppanadi, Madurai-625 009, T.N.



## **DEPARTMENT OF LIBRARY**

**VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE  
MADURAI**

**Date: 11.04.2024**

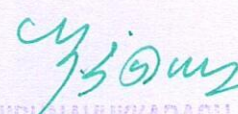
### **MINUTES OF MEETING**

A Meeting of Members of Library Committee was Held in the Office of Librarian on 11.04.2024 at around 12 noon. The following Members are Present.

Dr.T.Thirunavukkarasu -The Dean,  
Dr.Mahesh Krishna - VP,  
Dr. Natarajarathinam- Secretary,  
Library Committee, Members-Dr.Hariharan, Dr.Sudhir Ben Nelson, Dr. R.Ramesh, Dr. K.N.Subramanian, Dr.Janani, Dr. M.Selva Ganesh

The following matter were discussed and decisions were taken

1. All books in the library have been checked for or any damage. Books found and suitable for usage have been recommended to be disposed.
2. Alumni association of Velammal Medical college Hospital and Research Institute have got together and sponsored books for the central library. The names of these books need to be entered in the library registers.
3. Department of ENT has requested for books from the central library, so that they can be included in its department library for faculty usage.
4. The committee has decided to request all the departments to lend a hand in developing a question bank in the central library for the MBBS students.

  
Prof. T. THIRUNAVUKKARASU, M.D., D.A.,  
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and Research Institute  
"Velammal Village"  
Madurai-Tellurthi High Road  
Aripandan, Madurai-625 005, T.N.





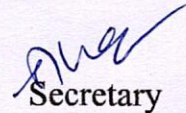
**CENTRAL LIBRARY  
VELAMMAL MEDICAL COLLEGE HOSPITAL &  
RESEARCH INSTITUTE  
MADURAI - 625 009**

Ref No: VMCH/LC/Meeting/03/2024

Date: 15.06.2024

**CIRCULAR**


The meeting of Library Committee members is scheduled to be held on 20.06.2024 at 2.30 P.M at the Central Library, Velammal Medical College Hospital & Research Institute, Madurai. All Library Committee Members & Library staffs are requested to participate.

  
Secretary

Library Committee

Copy to:

1. The Dean
2. Medical Superintendent
3. Vice Principal
4. Library Committee Members
5. Librarian

  
Prof. T. THIRUNAVUKKARASU, M.D., D.A.,  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Village"  
Madurai-Tulicorin Ring Road  
Anuppanadi, Madurai-625 009, T.N.



## **DEPARTMENT OF LIBRARY**

**VELAMMAL MEDICAL COLLEGE HOSPITAL & RESEARCH INSTITUTE  
MADURAI**

**Date: 20.06.2024**

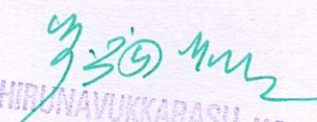
### **Minutes of Meeting**

The Library Committee meeting was held at the central library Velammal Medical College & Hospital & Research Institute on 20.06.2024 at 2.30 pm. The Meeting was chaired by the Dean and the following members present in below

1. Dr.NatarajaRathinam – Secretary –Library Committee
2. Dr.Mahesh Krishna - Vice Principal
3. Dr.Ramesh Prof of General Medicine – Member
4. Dr.SudhirBen Nelson Prof of Community Medicine- Member
5. Dr.Hariharan Associate Prof of Biochemistry – Member
6. Dr.Janani Assistant Prof of Forensic Medicine – Member
7. Mr.Velmurugan – Chief Librarian
8. Mr. Soundarapandian –Assistant Librarian

The Meeting was also attended by

1. Dr.Jegadish-Associate Prof of Biochemistry –Naac Coordinator
2. Dr.Noel Johnson – Senior Lecturer-Physiology- Naac Coordinator
3. Mr.Vicky-Department of IT
4. Mr.Naveen Venkatesh –PG Student representative
5. Mr.Karthick - UG Student representative
6. Ms.Meena - UG Student representative

  
Prof. T. THIRUNAVUKKARASU, M.D.D.A.,  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Village"  
Thiruvorin Ring Road  
Madurai-625 009, T.N.



The Meeting was held in the office of the Librarian of VMCH &RI and the following point for taken of the discussion.

**1. Procurement of books and journals for the Academic year 2024-2025**

The members of the opinion that recent edition of the books will be procured from time to time and shall be no duplication of the same edition of given titles.

Books of reference and MCQ books belonging to latest edition would be purchased to help students preparing NEXT.

Library secretary appraised the members and others present about the journals be subscribed for the current year as on date. Members requested the secretary to explore pecibility of procuring online journals.

**2. Subscription of UpToDate software & Allotment of login Portals.**

The secretary of library committee informed the members and other present about the uptodate software procured by the college. The members present suggested that the 100 students login portals may be given to the post graduates and the 50 staff (Faculty) portals may be given to the HOD's and the department various broad facilities access point for the portals the also be provided at certain clinical area such as casualty and ICU so that the faculty in the respective area can be utilize the benefit of the software to the distribution portals of usage not exceeding to number will be maintained to the central Library.

The library secretary would coordinate with Dr. Karthikraj Associate Prof.- department of Pediatric and the librarian in ensuring an allotment of login portals.

**3. Archiving of books**

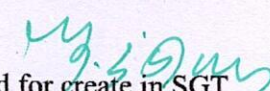
It was resolved that the librarian would prepare the statistical dates or numbers of books that shall be archive when published on or before December 2013.

**4. Distribution of student learning area for SGT& SDL**

Members are opinion since access for books and uptodate software are available in the second floor the specific areas are created for students self directed learning (SDL)

The room in the third floor was identify for the committee for developing into the area for utilization of small group discussion for teaching (SGT)

The Librarian was ask to ensure that the request the furniture the mobilized for create in SGT.

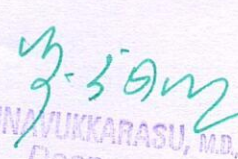
  
Prof. T. THIRUNAVUKKARASU, M.D., D.A.  
Dean  
Velammal Medical College Hospital  
and Research Institute  
"Velammal Vilaga"  
Madurai-Tuticorin Road  
Anuppanadi, Madurai-625 013, T.N.



IT department would be request the provide Wifi specialty in SGT,SDL areas.

**5. Requesting the management for providing system for using UpToDate software in library**

In order to ensure the proper utilization of uptodate software by the under graduate members request the secretary to process the requisition of letter for installation of 10 terminal at least in digital library area.

  
Prof. T. THIRUNAVUKKARASU, M.D.,D.A.,  
Dean  
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and Research Institute  
"Velammal Village"  
Corin Road  
Madurai-625 005, T.N.