

AMALA INSTITUTE OF MEDICAL SCIENCES
Padma Bhushan Fr. Gabriel Central Library

LIBRARY COMMITTEE MEETING – MINUTES

Date: 20.12.2025

Time: 3.00 P.M.

Venue: Central Library

Chairperson: Dr. Betsy Thomas

Members Present:

Fr. Antony Mannummel CMI, Father I/C of Library

Dr. Lola Das, Professor & HOD, Anatomy

Dr. Saju C.R., Professor & HOD, Community Medicine

Dr. Menon Narayanan Kutty Sunil Kumar, Paediatrics

Mr. Roshan Roy Varughese, MBBS 2021 Batch Student

Dr. Jeeva Babu, Pulmonary Medicine, DM Student

Dr. A.T. Francis, Professor & Chief Librarian, Member Secretary

Agenda-wise Discussion and Resolutions

1. Book Purchase for Existing Courses and New Allied Science Courses

The committee discussed the need to strengthen the library collection to support existing medical courses and newly introduced Allied Science programs. It was resolved to purchase the latest editions of prescribed and reference books based on recommendations received from the concerned departments.

2. Journal Renewal and Purchase of Elsevier Products (Clinical Key & Complete Anatomy)

After reviewing the academic and clinical utility of journals and Elsevier e-resources, the committee unanimously approved the renewal of essential journals and the purchase of Clinical Key and Complete Anatomy products of Elsevier.

3. UpToDate Database Renewal

The committee acknowledged the importance of the UpToDate database for evidence-based clinical practice and teaching. The renewal of the UpToDate database subscription was approved.

4. Expansion of Circulation Policy to Allied Science Courses

The committee discussed extending library circulation facilities to students of Allied Science courses. It was resolved to expand the circulation policy accordingly, subject to existing library rules and regulations.

5. Turnitin Software Renewal

The committee emphasized the role of Turnitin software in ensuring academic integrity, plagiarism & AI control. The renewal of the Turnitin software subscription was approved.

The Chairperson appreciated the constructive participation of all members. The meeting concluded with a vote of thanks by the Professor & Chief Librarian, Member Secretary.

Prepared by:

Dr. A. T. Francis

Member Secretary

Approved by:

Dr. Betsy Thomas

Principal

Dr. BETSY THOMAS

MD, FRCOG, DNB, MICOG

PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES

AMALA NAGAR, THRISSUR-680 555



AMALA INSTITUTE OF MEDICAL SCIENCES

CENTRAL LIBRARY

Library Committee Meeting Minutes

Date: 10.12.2024, **Time:** 3.00 P. M. & **Venue:** Central Library

Chairperson: Dr.Betsy Thomas

Members Present:

1. Fr. Antony Mannummel CMI, Father I/C of Library
2. Dr. Lola Das, Professor & HÖD, Anatomy
3. Dr. Saju C.R, Professor & HOD, Community Medicine
4. Dr. Menon Narayanan Kutty Sunil Kumar, Paediatrics
5. Dr.A.T.Francis, Professor & Chief Librarian, Member Secretary
6. Mr. Roshan Roy Varughese, (M.B.B.S 2021 Batch Student)
7. Dr. Parvathy T. J (Community Medicine P.G.Student)

Agenda:

- 1. Book Purchase:**
 - o Approval was granted for the purchase of new books as per the departmental recommendations.
- 2. Journal Renewal:**
 - o Renewal of existing journal subscriptions was discussed and approved to ensure uninterrupted academic and research support.
- 3. UpToDate Database Renewal:**
 - o The committee approved the renewal of the UpToDate clinical decision support database to aid medical education and clinical practice.
- 4. Circulation Policy Expansion:**
 - o Circulation facilities will be extended to:
 - Undergraduate students
 - Paramedical courses
 - Panchakarma therapy courses
 - Nursing School students
 - o Guidelines for circulation limits and borrowing duration will be framed accordingly.
- 5. Purchase of Digital Library Software and AMC Renewal:**
 - o Approval was given for the purchase and implementation of the DSpace digital library software to manage institutional repository and digital content.
 - o Annual Maintenance Contract (AMC) renewal for the existing library automation software (KOHA) was also approved.
 - o

Approved by: Dr.Betsy Thomas, Principal

1. Purchase of RFID Wicket Gate for the Library



Discussion Summary:

The committee discussed the enhancement of library security and automation through the installation of an RFID wicket gate. This system will aid in efficient monitoring of book circulation and reduce unauthorized removal of materials. The committee agreed on the necessity and proposed moving forward with vendor selection and quotation collection.

Decision:

Approved the purchase of an RFID wicket gate. The library team will proceed with obtaining quotations from approved vendors and present the options in the next meeting for final approval.



Betsy

Dr. BETSY THOMAS
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