



Shri Vitthalrao Joshi Charities Trust's
SAMARTH NURSING COLLEGE
(NAAC ACCREDITED GRADE 'B')
Kasarwadi, Post Sawarde, Tal. - Chiplun, Dist. - Ratnagiri 415 606
Phone : 02355-264149 / 137, 8379972264 Fax : 02355-264181
Email : snedervan@gmail.com
Website : www.svjctsamarthnursing.com

(Recognised by Indian Nursing Council, Maharashtra Nursing Council & Maharashtra University of Health Sciences, Nashik and MSBNPE Board, Mumbai)

ANY OTHER RELEVANT INFORMATION

SR.NO.	LIST OF CONTENT
1.	LIBRARY UTILIZATION BOOK
2.	LIBRARY COMMITTEE-MOM


Principal
Samarth Nursing College
Kasarwadi, Sawarde,
Tal. Chiplun, Dist. Ratnagiri 415606

NO.	Name of Student	In time	out time	Sign
	Name of Student	In time	out time	Sign
1.	Ms. Sonal R. Dabholkar.	11:00 Am	11:00 pm	<i>[Signature]</i>
2.	Ms. Dhanshree Salvi	11:00 Am		<i>[Signature]</i>
3.	Ms. Supriya Kamble	11:00 Am		<i>[Signature]</i>
4.	Ms. Mounal walke	11:00 Am		<i>[Signature]</i>
5.	Ms. Asmita Kalsekar.			<i>[Signature]</i>
6.	Ms. Prajakta Remje	11 am		<i>[Signature]</i>
7.	Ms. Supriya Matal			<i>[Signature]</i>
8.	Ms. Mounal walke			
8.	Ms. Nilam Sagvekar	11 am		

13/11/2024

1	Mrunal .m. walke	10:00 AM	11:30 am	<i>[Signature]</i>
2	Ms. Prajakta Remje	-L		<i>[Signature]</i>
3	Ms. Dhanshree Salvi	-L		<i>[Signature]</i>
4	Ms. Supriya matal	-L		<i>[Signature]</i>

16/11/2024

1)	Supriya matal	11:am	1:30 pm	<i>[Signature]</i>
2)	Supriya kamble.	11 am	1 pm.	<i>[Signature]</i>
3)	Sonal R. Dabholkar	12:30 pm	1 pm	<i>[Signature]</i>

17/11/24

1	Mrunal .m. Walke	11 am		<i>[Signature]</i>
2)	Supriya matal	11 am	1 pm	<i>[Signature]</i>

Name of Student | In time | Out time | Sign

20/8/25

1) Bhumi Sorap. 3:02 PM 8:10 Sorap
 2) Dhanashei Mhetar 3:02 PM 3:5 Mhetar
 3) suhani Patad 3:02 PM 3:5 Patad

20/8/25

1) Rutuja Devankar 5:00 PM 5:15 Rutuja
 Dhanashti Sawant 5:17 PM 5:25 Sawant

21/8/25

1) Dhanashei Mhetar 4:02 4:05 D. Mhetar
 2) Kasturi Patade 4:02 4:05 Patade
 3) Diksha Lad 5:00 5:5 Lad

25/8/25

1) Bhumi Sorap 4:33 PM
 2) Dhanashti sawant 4:33 PM Sawant

03/09/24

1) Dhanashti sawant 12:36 PM 12:45 PM Sawant

8/9/25

Rutuja Devankar 5:00 PM 5:15 Rutuja

10/9/24

1) Dhanashti sawant 4:50 PM 5:5 PM Sawant
 2) Prachi Gailwad 4:50 PM 5:10 PM Prachi
 4) Bhakti Devlekar 4:50 PM 5:10 PM Bhakti
 5) Dhanashei Mhetar True Copy 4:50 PM 4:55 PM D.A. Mhetar
 3) Kasturi Patade 4:50 PM 4:55 PM Patade

S/2
RFO

Name of Student

In Time

Out Time

Sign

Name of student

In Time

Out Time

Sign

1 Mrunal .M. Walke

12:30 PM

1 PM

2 Dhanoashree Salavi

-/-

1 PM

3 Projakta Remje

-/-

1 PM

4. Nilam Sagnekar.

10:45 AM

1 pm

1. Nilam Sagnekar

4/9/24

12 pm

1 pm

17/09/2024

Supriya Matu

12 pm

1 pm

Pranjalka Remje

12 pm

1 pm

21/9/24 Poonam Gavali

11:45 AM

Mrs. Asmita Katre

-/-

Nilam Sagnekar

-/-

27/9/2024 Mrunal .M. Walke

10:20 am

11 am

30/9/24 Pranjalka Remje

11 am

12:15 pm

Mrunal Walke

"

12:15 pm

Dhanoashree Salvi

"

12:15 pm

Supriya Matu

"

12:15 pm

7/10/24 Mrunal Walke

4:40 pm

14/10/24 Nilam Sagnekar

12:00 pm

1 pm

Supriya Matu

3 pm

5 pm

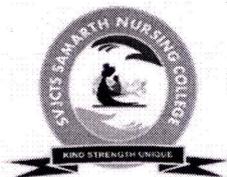
Pranjalka Remje

-/-

-/-

No	Name of Student	In time	Out time	Sign
	18/11/24			
1)	Prajakta P. Remje	11 am	} 12 pm	
2)	Dhanashree Salvi	11 am		
3)	Ms. Sulekha R. Debhollkar	12 pm	2 pm	
	23/11/24			
1)	Poonam S. Gavali	11 am	2 pm	
2)	Supriya Kamble	10 am	11 pm	
	29/11/24			
1)	Supriya Kamble	10 am		
	16/11/25			
1	Mounal .M. Walke	4:30 pm	5 PM	
2	Anuja Nate	~	~	
3.	Dhanashri Seward	4:58 pm		
4.	Abhilasha Sai	4:58		
1.	Sakshi Waghmare	4:58 pm		
	3/03/25			
1)	Supriya Mahal	3:50 pm	5 pm	
2)	Prajakta Remje	3:50 pm	5 pm	
	06/03/25			
i)	Rohit Pokale	10:17 pm	12:00 pm	

True Copy



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LIBRARY COMMITTEE-2024-2025

The Library Committee is a vital body within an educational institution that ensures the effective functioning, development, and utilization of library resources and services. It acts as a link between the library staff, students, and faculty, facilitating smooth operation, resource planning, and policy implementation. The committee plays a crucial role in maintaining the quality and relevance of academic materials, digital resources, and infrastructural support for learning and research.

Objectives of the Library Committee:

- To formulate policies related to library development, management, and usage.
- To select and recommend books, journals, and digital resources based on the academic needs of students and faculty.
- To ensure efficient utilization of library resources by promoting awareness and user engagement.
- To plan for library budget allocation and monitor expenditures on books, equipment, and services.
- To guide the library staff in maintaining discipline, cataloguing, and record-keeping.
- To ensure regular upgradation of resources to keep pace with the latest academic and technological developments.
- To encourage digitalization and e-library services for better accessibility and ease of use.
- To assess user feedback and recommend improvements in library facilities and services.

SR NO	NAME OF MEMBER	DESIGNATION
1	Prof. Tejal V. Surve	Chairperson cum Principal
2	Prof. Jessey J. Jacob	Member (Vice-Principal)
3	Mrs. Vaishali Dalvi	Member (Associate Professor)
4	Ms. Ruchira Niwale	Member (Assistant Professor)
5	Ms. Nikita Gomane	Member (Clinical Instructor)
6	Ms. Supriya Jadhav	Member (Librarian)
7	Mrs. Shweta Kshirsagar	Member (Assistant Librarian)
8	Ms. Asmita Kalsekar	Student member (MSc Nursing)
9	Mr. Soham Khambe	Student member (BSc Nursing)


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MINUTES OF MEETING – LIBRARY COMMITTEE

Date: 14th August 2024

Venue: Library Meeting Room

Time: 11:00 AM to 12:00 PM

Agenda:

- Training for Library Staff and Users
- Library Orientation Program for New Students

Members Present:

SR NO	NAME OF MEMBER	DESIGNATION
1	Prof. Babasaheb Bhutkar	Chairperson cum Principal
2	Prof. Tejal V. Surve	Member (Vice-Principal)
3	Mrs. Vaishali Dalvi	Member (Associate Professor)
4	Ms. Ruchira Niwale	Member(Assistant Professor)
5	Ms. Nikita Gomane	Member(Clinical Instructor)
6	Ms. Supriya Jadhav	Member (Librarian)
7	Mrs. Shweta Kshirsagar	Member (Assistant Librarian)

Discussion Points and Resolutions:

- **Welcome Address:**

The meeting commenced with a welcome note by Ms. Supriya, Librarian. She highlighted the importance of training initiatives for better utilization of library resources.
- **Training for Library Staff and Users:**
 - It was proposed that a basic and advanced level training program for library staff be organized in September 2024.
 - The training will include modules on e-library access, cataloguing, reference services, and digital literacy.
 - A short workshop for faculty and student users was also approved, focusing on the use of online databases, the OPAC system, and referencing tools.
- **Library Orientation for New Students:**
 - The committee decided to organize Library Orientation sessions for new B.Sc. and GNM, ANM students during their induction program in the first week of September 2024.

- Orientation will cover rules and regulations, layout of the library, borrowing procedures, and introduction to digital resources.
- Handouts and a short video tutorial will be prepared in English and Marathi.
- **Budget and Logistics:**
 - A tentative budget was proposed and will be forwarded to the finance committee for approval.
 - Venue arrangements, IT support, and materials to be handled by the librarian and assistants.
- **Vote of Thanks:**

The meeting concluded with a vote of thanks by Prof. Tejal Surve, who appreciated the proactive approach towards promoting library use.

Meeting Concluded at: 12:00 PM

Minutes Prepared by: Ms. Nikita Gomane

Approved by: Prof. Tejal Surve, Principal and Chairperson – Library Committee


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MINUTES OF MEETING - LIBRARY COMMITTEE

Date: 15th November 2024

Venue: Library Meeting Room

Time: 11:00 AM to 12:00 PM

Agenda:

- Discussion on MUHS Digital Consortium access
- Discussion on EBSCO Database Membership

Members Present:

SR NO	NAME OF MEMBER	DESIGNATION
1	Prof. Babasaheb Bhutkar	Chairperson cum Principal
2	Prof. Tejal V. Surve	Member (Vice-Principal)
3	Mrs. Vaishali Dalvi	Member (Associate Professor)
4	Ms. Ruchira Niwale	Member(Assistant Professor)
5	Ms. Nikita Gomane	Member(Clinical Instructor)
6	Mr. Aniket Ghag	Member
7	Mrs. Shweta Kshirsagar	Member (Assistant Librarian)

Discussion Points and Resolutions:

- **Welcome Address**
The meeting commenced with a welcome note by the principal, highlighting the importance of digital library resources in nursing education.
- **MUHS Digital Consortium**
 - The Librarian provided an overview of the MUHS Digital Library Consortium services available to affiliated colleges.
 - It was discussed that access to a wide range of academic journals, e-books, and databases would significantly benefit both faculty and students.
 - Members unanimously agreed to continue the active participation in MUHS Digital Consortia and ensure user awareness and training.
- **EBSCO Membership**
 - The committee reviewed the proposal for subscribing to EBSCO's academic database for nursing and allied health sciences.
 - The subscription cost, database coverage, and user interface were discussed in detail.

- **Action Points:**

- Library Staff to arrange user orientation sessions on MUHS Digital Library portals.
- Librarian to document and circulate login procedures to all faculty and students.

- **Next Meeting**

- Tentatively scheduled for December 2024 to review EBSCO and finalize the decision.

Meeting Concluded at: 12:00 PM

Minutes Prepared by: Ms. Nikita Gomane

Approved by: Prof. Tejal Surve, Principal and Chairperson – Library Committee


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MINUTES OF MEETING - LIBRARY COMMITTEE

Date: 24th January 2025

Venue: Library Meeting Room

Time: 11:00 AM – 12:00 PM

Academic Year: 2025–2026

Members Present:

SR NO	NAME OF MEMBER	DESIGNATION
1	Prof. Tejal V. Surve	Chairperson cum Principal
2	Prof. Jessey J. Jacob	Member (Vice-Principal)
3	Mrs. Vaishali Dalvi	Member (Associate Professor)
4	Ms. Ruchira Niwale	Member(Assistant Professor)
5	Ms. Nikita Gomane	Member(Clinical Instructor)
6	Ms. Supriya Jadhav	Member (Librarian)
7	Mrs. Shweta Kshirsagar	Member (Assistant Librarian)

Discussion Points and Resolutions:

• Book Purchase and Budget Allocation

- A total budget of ₹1,00,000 was proposed and approved for the academic year 2025-2026.
- Department-wise lists to be submitted by 15th February 2025.
- Priority to be given to new syllabus-relevant and reference books.

• Subscription to Journals, Magazines, and Databases

- Renewal of existing journals and periodicals approved.
- Addition of the Indian Journal of Nursing, The Lancet (online), and Clinical Key Nursing is suggested.
- DELNET subscription renewal approved for the year 2025-2026.

• Review of Library Usage Statistics

- Noted a 15% increase in student visits and 25% increase in digital resource access compared to the previous year.
- **Action Plan:** Introduce monthly usage reports and awareness sessions to encourage optimal resource utilization.

- **Library Automation and Digitalization**

- Proposal for upgrading existing software to the Integrated Library Management System approved.
- Training of library staff on the new system to be completed by April 2025.

- **Inventory and Weeding Out Old Books**

- Inventory process scheduled for March 2025.
- Committee will shortlist outdated/unused books for weeding.

- **Upgrading E-resources and Access Portals**

- Plan to create a centralized digital portal with remote login for students.
- Introduction of video lectures, online databases, and digital archives.
- Budget allocated: ₹1,00,000 for e-resources upgrade.

Meeting Concluded at: 12:00 PM

Minutes Prepared by: Ms. Nikita Gomane

Approved by: Prof. Tejal Surve, Chairperson cum Principal


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MINUTES OF MEETING - LIBRARY COMMITTEE

Date: 24th March 2025

Venue: Library Meeting Room

Time: 11:00 AM to 12:30 PM

Agenda:

- Improvement of Library Infrastructure-Update Library details and settings for inspection
- Internet and Computer Facility Expansion
- Security and Surveillance in Library Premises

Members Present:

SR NO	NAME OF MEMBER	DESIGNATION
1	Prof. Tejal V. Surve	Chairperson cum Principal
2	Prof. Jessey J. Jacob	Member (Vice-Principal)
3	Mrs. Vaishali Dalvi	Member (Associate Professor)
4	Ms. Ruchira Niwale	Member(Assistant Professor)
5	Ms. Nikita Gomane	Member(Clinical Instructor)
6	Ms. Supriya Jadhav	Member (Librarian)
7	Mrs. Shweta Kshirsagar	Member (Assistant Librarian)

Meeting Proceedings:

Welcome and Introduction:

The meeting commenced with a welcome note by the principal. The purpose of the meeting was to discuss and review the preparation of the library infrastructure for the upcoming inspection.

Discussion Points and Resolutions:

- **Improvement of Library Infrastructure**
 - It was resolved that the library furniture (tables, chairs, racks) be checked and repaired or replaced as needed.
 - Additional shelves and storage units will be added to manage the increasing resource material.
 - Proper ventilation, lighting, and cleanliness are to be ensured for a student-friendly environment.
 - Old and damaged books will be weeded out after approval and listed accordingly.

- **Internet and Computer Facility Expansion**

- The committee approved the addition of 10 computer systems with internet access for students.
- Wi-Fi bandwidth will be increased to ensure smooth access to online journals and resources.
- A dedicated terminal will be set up for accessing e-resources and e-journals.

- **Security and Surveillance in Library Premises**

- Installation of CCTV cameras in key areas of the library was approved to ensure safety and monitoring.
- A Library Card and entry in the batchwise register will be considered for recording student usage and ensuring authorized access only.

- **Library Details Update and Setting for Inspection**

- All department-wise syllabus copies and question papers of the last 5 years will be compiled and kept in labelled files.
- An updated Library Inventory List with accession numbers, categories, and usage statistics will be printed and displayed.
- Library usage statistics, number of books, e-resources access logs, and student visit records will be arranged for the inspection.
- A separate inspection file with all required documentation will be maintained.

Action Plan and Responsibilities:

Task	Responsible Person	Deadline
Furniture Repair and Cleaning	Librarian + Support Staff	30 th March 2025
Installation of Computers and Internet Setup	IT Department	5 th April 2025
CCTV Installation	Admin Office	5 th April 2025
Compilation of Syllabus and Question Papers	Academic Coordinators	28 th March 2025
Preparation of Inspection File	Librarian	1 st April 2025

Conclusion:

The Principal emphasized the importance of readiness for inspection and appreciated the cooperation of all departments. The meeting ended with a vote of thanks.

Meeting Concluded at: 12:30 PM

Minutes Prepared by: Ms. Nikita Gomane

Approved by: Prof. Tejal Surve, Chairperson cum Principal


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MINUTES OF MEETING - LIBRARY COMMITTEE

Date: 26th May 2025

Venue: Principal's Office, Samartha Nursing College

Time: 11:00 AM

Agenda:

- Plan Training for Library Staff and Users
- Prepare News Article for 'Dervan Vartapatra'
- Finalization of B.Sc. 6th Semester OBGY Casebook
- Motivation for Faculty and Students to Enroll in SWAYAM and Other Educational Platforms

Members Present:

SR NO	NAME OF MEMBER	DESIGNATION
1	Prof. Tejal V. Surve	Chairperson cum Principal
2	Prof. Jessey J. Jacob	Member (Vice-Principal)
3	Mrs. Vaishali Dalvi	Member (Associate Professor)
4	Ms. Ruchira Niwale	Member (Assistant Professor)
5	Ms. Nikita Gomane	Member (Clinical Instructor)
6	Ms. Supriya Jadhav	Member (Librarian)
7	Mrs. Shweta Kshirsagar	Member (Assistant Librarian)

Discussion Points and Resolutions:

- **Training for Library Staff and Users:**
 - It was decided to conduct a training program for library staff to upgrade their skills in handling e-resources, cataloguing, and user services.
 - Orientation for students on the use of digital library resources and referencing tools will be scheduled in the first week of June 2025.
- **News for Dervan Vartapatra:**
 - A news report covering recent educational activities and events conducted in the institution will be drafted and submitted to 'Dervan Vartapatra.'
 - Librarian and one faculty member will coordinate the content and ensure timely submission.
- **Finalization of B.Sc. 6th Semester OBGY Casebook:**
 - The final format of the OBGY casebook for the 6th Semester of B.Sc. Nursing was discussed and approved.

- It was resolved to submit the finalized version to MUHS by the 1st week of June 2025 after incorporating all necessary updates as per curriculum guidelines.
- **Encouraging Use of SWAYAM and Similar Platforms:**
 - Faculty and students will be motivated to enroll in online courses offered by SWAYAM, NPTEL, and other government-recognized platforms.
 - A workshop/demo session will be conducted in June to guide users about course selection and enrollment procedures.

Action Taken:

- Training schedule to be prepared by the Library Committee by 30th May 2025
- OBGY Casebook to be submitted by 5th June 2025
- Dervan Vartapatra article draft by 1st June 2025
- SWAYAM workshop planning by 10th June 2025

Meeting Concluded at: 12:30 PM

Minutes Prepared by: Ms. Nikita Gomane

Approved by: Prof. Tejal Surve, Chairperson cum Principal


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MINUTES OF MEETING - LIBRARY COMMITTEE

Date: 01/07/2025

Time: 11:00 AM

Venue: Library Meeting Room

Agenda:

- Review of Library Rules and Regulations
- Library Timings and Staff Scheduling during Student Examinations
- Discussion on MUHS Digital Consortia Circular
- Accession of Complimentary Book

Members Present:

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1	Prof. Tejal V. Surve	Chairperson cum Principal
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3	Mrs. Vaishali Dalvi	Member (Associate Professor)
4	Ms. Ruchira Niwale	Member (Assistant Professor)
5	Ms. Nikita Gomane	Member (Clinical Instructor)
6	Ms. Supriya Jadhav	Member (Librarian)
7	Mrs. Shweta Kshirsagar	Member (Assistant Librarian)
8	Ms. Asmita Kalsekar	Student member (MSc Nursing)
9	Mr. Soham Khambe	Student member (BSc Nursing)

Discussion Points and Resolutions:

- **Review of Library Rules and Regulations**
 - Existing library rules and regulations were reviewed.
 - It was suggested to update rules regarding the use of mobile phones, late return penalties, and borrowing limits.
 - A draft of revised rules will be circulated for feedback before final approval in the next meeting.
- **Library Timings and Staff Scheduling for Student Exams**
 - In view of upcoming university examinations, it was unanimously decided to extend library hours from 8:00 AM to 6:00 PM, effective from 2nd July to 22nd July 2025.
 - A rotation schedule for library staff was discussed and finalized to ensure smooth operation during extended hours.

- **Discussion on MUHS Digital Consortia Circular**
 - The latest circular from MUHS regarding digital consortia membership and online resource access was discussed.
 - Committee resolved to initiate the renewal process before the due date.
 - It was also decided to arrange an orientation session for students and staff to raise awareness about available e-resources.
- **Accession of Complimentary Books**
 - A 39 complimentary book was received, and details were verified and recorded in the accession register.
 - The book will be displayed under the 'New Arrivals' section for student reference.

Decisions Taken:

- Revise and circulate draft library rules.
- Extend library timings and manage staff shifts accordingly.
- Proceed with MUHS consortia renewal and awareness drive.
- Accession and display a complimentary book

Meeting Concluded at: 11:30 PM

Minutes Prepared by: Ms. Nikita Gomane

Approved by: Prof. Tejal Surve, Chairperson cum Principal

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