



CHILDREN'S EDUCATION SOCIETY (Regd.)

THE OXFORD DENTAL COLLEGE

(Recognized by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences,
Karnataka & Recognised by Dental Council of India, New Delhi)

Bommanahalli, Hosur Road, Bangalore - 560 068.

Ph: 080-61754680 Fax: 080 - 61754693E-mail: deandirectortodc@gmail.com

Website: www.theoxford.edu

Geo tagged Photographs of Library Facilities

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Deputy Director
The Oxford Dental College, Bommanahalli
Hosur Road Bangalore - 560 068



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Summary on Library is automation using Integrated Library Management System (ILMS)

TODC library and information centre caters to ever changing needs of students and faculty in sync with the vision and mission of the College. It has introduced rapid changes in the functioning of the library through automation so as to be aligned with advent of latest technology in library sciences. This has helped users greatly.

College Library is designed with a lot of care, giving adequate attention to the need of both faculty and students. It has vast collection of textbooks, reference books and good number of International / National Journals, Newspapers, Magazines. Library provides electronic resources (E-Journals, E-Books, E-Question Papers) facility. It is fully automated duly installed with e- Libsoft 9.5.0 version library software. It facilitates acquisition, cataloguing, circulation, procurement of books, serial control modules and Online Public Access Catalogue (OPAC). All the library resources are bar-coded and books are issued to users by reading the barcode. It's a simplified package, absolutely user-friendly, which requires minimum user interaction and features interactive data handling for storing backup etc.

It is an easy and effective software for maintenance of books, journals and users. The system finds the status of books or users automatically and eases the circulation process accordingly. It contains enhanced, simplified search facility which can locate books and identify users effectively through OPAC. Cataloguing module facility of the software helps for catalogue books, articles, and serial publications. It's also used for statistical analysis required for library management system such as weekly transitions, most issued items, less issued items, most book borrowed user etc.

Administrator can get the information of any member who has borrowed a book, add and edit book categories and arrange books by categories, can record books returned by users. He can Create/Modify/Delete different users with Password and limited module access. Generates purchase orders that can be sent by email directly. The system keeps track of the items inwards as against the items ordered. Automatic tracking of items ordered, arrived, reminders etc. This not only saves precious time for all stake holders but also enhances the efficiency of functioning of LIC.

The Library & Information Center has in area of around 8,085 sq ft, which is well equipped with comfortable furniture. The Library building is well planned. It has sufficient Ventilation and Lighting and enough space to house all the sections like,

- Reading Room
- Under Graduate Reading Section
- Post Graduate Section
- Audio Visual Room
- Computer Section
- Technical Section
- Librarian's Office
- Xerox Room


Dean and Director
The Oxford Dental College, Bommanahalli
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Dedicated staff members take care of the issue/ return desk, reading room section, reference section and digital library

College library is equipped with books for Competitive Exams and Personality Development. Separate stacking racks are maintained for Books, Magazine and Newspaper. The Dept. Central Library Catalogue database has more than 6747 records of books and 355 CDs and 622 dissertations/ Project Reports.

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2016-17

Composition of Library Committee

The Oxford Dental College & Hospital

Bommanahalli, Hosur Road, Bangalore-68

Dept. of Library

Ref: No. :TODCL/15-16/02

Date: 04/01/2016

MEETING NOTICE

Subject: Library Committee meeting- reg.

:: :: :: :: ::

The Library committee meeting has called on 06/01/2016 at 11.30 AM in central library. To discuss about the matter concerned in the library & its improvement. All the members are requested to attend the same without fail.

Library Committee Members:

1	Dr. Girish Babu	Member	Dept. of Pedodontics	<i>[Signature]</i>
2	Dr. Sujatha	Member	Dept. of Oral Medicine	<i>[Signature]</i>
3	Dr. Gayathri	Member	Dept. of Periodontology	<i>[Signature]</i>
4	Dr. Jaykumar	Member	Dept. of Conservative	
5	Dr. Mueedul	Member	Dept. of Oral Surgery	<i>[Signature]</i>
6	Dr. Subhash	Member	Dept. of Prosthodontics	<i>[Signature]</i>
7	Dr. Anjana Shetty	Member	Dept. of Orthodontics	
8	Dr. Rajini	Member	Dept. of Medical	<i>[Signature]</i>
9	Mr. Ramakrishna	Coordinator	Chief Librarian, Dept. of Library	<i>[Signature]</i>

Students Members:

1	Dr. Roopa, V.	Member	PG Student, Oral Pathology	
2	Dr. Prashanth Tomar	Member	PG Student, Oral Surgery	
3	T. Dhanalakshmi	Member	IV Year B.D.S	
4	Tejashree. B	Member	III B.D.S	<i>[Signature]</i>

Thanking you,

[Signature]
(Dr. Raghunandan)
Chairman
Library Committee



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The Oxford Dental College & Hospital

Bommanahalli, Hosur Road, Bangalore-68

Dept. of Library

Ref. No. :TODCL/15-16/03

Date: 24/03/2016

MEETING NOTICE

Subject: Library Committee meeting- reg.

:: :: :: :: ::

The Library committee meeting has called on 28/03/2016 at 11.30 AM in central library. To discuss about the matter concerned in the library & its improvement. All the members are requested to attend the same without fail.

Library Committee Members:

1	Dr. Girish Babu	Member	Dept. of Pedodontics	
2	Dr. Sujatha	Member	Dept. of Oral Medicine	
3	Dr. Gayathri	Member	Dept. of Periodontology	
4	Dr. Jaykumar	Member	Dept. of Conservative	
5	Dr. Mueedul	Member	Dept. of Oral Surgery	
6	Dr. Subhash	Member	Dept. of Prosthodontics	
7	Dr. Anjana Shetty	Member	Dept. of Orthodontics	
8	Dr. Rajini	Member	Dept. of Medical	
9	Mr. Ramakrishna	Coordinator	Chief Librarian, Dept. of Library	

Student Members:

1	Dr. Roopa, V.	Member	PG Student, Oral Pathology	
2	Dr. Prashanth Tomar	Member	PG Student, Oral Surgery	
3	T. Dhanalakshmi	Member	IV Year B.D.S	
4	Tejashree. B	Member	III B.D.S	

Thanking you,

(Dr. Raghunandan)
Chairman
Library Committee



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The Oxford Dental College & Hospital

Bommanahalli, Hosur Raod, Bangalore-68

Dept. of Library

Ref. No. :TODCL/16-17/01

Date: 14/09/2016

MEETING NOTICE

Subject: Library Committee meeting- reg.

:: :: :: ::

The Library committee meeting has called on 17/09/2016 at 11.30 AM in central library. To discuss about the matter concerned in the library & its improvement. All the members are requested to attend the same without fail.

Library Committee Members:

1	Dr. Swetha Rao	Member	Dept. of Pedodontics	
2	Dr. Bharathi	Member	Dept. of Oral Medicine	
3	Dr. Gayathri	Member	Dept. of Periodontics	
4	Dr. Jaykumar	Member	Dept. of Conservative	
5	Dr. Mueedul	Member	Dept. of Oral Surgery	
6	Dr. Subhash	Member	Dept. of Prosthodontics	
7	Dr. Madhusudhan	Member	Dept. of Public Health Dentistry	
8	Dr. Saleha	Member	Dept. of Oral Pathology	
9	Dr. Rajini	Member	Dept. of Medical	
10	Mr. Ramakrishna	Coordinator	Chief Librarian, Dept. of Library	

Student Members:

1	Dr. Ponni M. P	Member	PG Student, Pedodontics	
2	Dr. Prashanth Tomar	Member	PG Student, Oral Surgery	
3	Gouthami. K	Member	II Year B.D.S	
4	Tejashree. B	Member	III B.D.S	

Thanking you,

(Dr. Raghunandan)
Chairman
Library Committee



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Minutes of Library committee

MINUTES OF THE LIBRARY COMMITTEE MEETING

The Library committee meeting was held on 06/01/2016 under the chairmanship of Dr. Raghunandan and the following undersigned members.

The committee has reviewed the last meeting minutes of the meeting which was held on 15/07/2015.

1. In the last Committee meeting which was held on 15th July 2015, it was requested to the principal to provide 12 computers to the central library for the benefit of the students and implement Wi-Fi connection for a better utilization of the subscribed database. However no action has been taken so far and it is strongly requested to the principal to provide the same for benefit of the students.
2. The committee has verified the list of journals subscribed for the year 2016 and the committee has suggested to the chief librarian the new arrivals journals should be sent to the respective departments for the period of two days and the respective HOD will be responsible, this is on a trial basis.
3. The committee had recommended procuring books for central library for the year 2015-16 which are recommended by various departments, it has been approved.
4. The committee has suggested that the verification of library stock in central library and departmental libraries on 1st week of March 2016.
5. The committee is bringing to the notice of the principal that long absence of Mr. Karthi Kumar Reddy, Asst. librarian is affecting the functioning of the library in the evening hours. So we kindly request the principal to take necessary action.
6. The committee has discussed about library furniture and requested to the principal to provide 5 glass Almeria and increase one feet height on existing wooden racks for smooth arrangement of books for the long term.
7. The committee has suggested making vertical wooden racks in P.G. library and for two pillars in central library for good arrangement of back volumes as there will be addition of books and journals every year.

(Dr. RAGHUNANDAN)
Chairman
Library Committee

Members Signature:

1. Dr. Girish Babu
2. Dr. Mueedul
3. Dr. Subhash
4. Dr. Gayathri
5. Mr. Ramakrishna

Noted
Rajiv
12/1/16



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MINUTES OF THE LIBRARY COMMITTEE MEETING







The Library committee meeting was held on 17/09/2016 under the chairmanship of Dr. Raghunandan and the following undersigned members were present.

The committee has reviewed last meeting minutes of the meeting which was held on 28/03/2016.

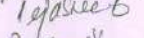
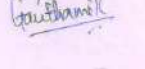
1. The Committee has verified the journals supply status for the year 2015 & 2016 and suggested to the chief librarian to send remainder to the vendor for supply all pending issues at an earliest for the year 2015.
2. The committee has suggested that to conduct books exhibition on the I BDS inauguration day for benefit of the students.
3. The committee has recommended sending of all back issues of journals for binding in the month of December.
4. In the last committee meeting, it was requested to the principal to provide 12 computers to the central library. However no action has been taken so far and it is decided to request the principal to provide the same for the benefit of the students. Total 15 systems are available in central library for students purpose, out of which only 3 systems are functioning, rest of 12 systems are non functional due to frequent mother board problem and these are not repairable as mentioned by the technician.


(Dr. RAGHUNANDAN)
Chairman
Library Committee

Members Signature:

1. Dr. Jaykumar 
2. Dr. Subhash 
3. Dr. Gayathri 
4. Dr. Shwetha Rao 
5. Dr. Saleha 
6. Mr. Ramakrishna 

Student's Members

1. Tejashree, B. 
2. Gouthami, K. 



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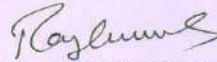
Website: www.theoxford.edu

MINUTES OF THE LIBRARY COMMITTEE MEETING





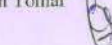

The Library committee meeting was held on 28/03/2016 under the chairmanship of Dr. Raghunandan and the following undersigned members were present.

The committee has reviewed last meeting minutes of the meeting which was held on 06/01/2016.

1. The Committee has verified the books purchase for the year 2015-16 and suggested to procure some other titles for remaining budget which is sanctioned by the management.
2. The committee has reviewed the stock verification report and found total 18 books were missing i.e. 3 books from central library and 15 books from departmental libraries. The committee has suggested that the missing books should be replaced by the concerned departments on before May 1st week. The committee is strongly suggested to all the departments to maintain register for books issue and recovery and also suggested that the departmental library in-charge should be under staff supervision and avoid loss of books in future. Because many of lost books may not be available in market.
3. The committee has observed that P. G. students are facing some problems due to lack space in P. G. Library section and committee has requested to the principal to take necessary action.
4. The committee has requested to principal to appoint new committee members from other departments, which are not represented committee.
5. The committee is bringing to the notice of the principal that Mr. Karthik Reddy, Asst. Librarian has resigned his post and it is affecting the functioning of the library work. So we kindly request the principal to take necessary action.


(Dr. RAGHUNANDAN)
Chairman
Library Committee

Members Signature:

1. Dr. Jaykumar 
2. Dr. Mueedul 
3. Dr. Subhash 
4. Dr. Gayathri 
5. Mr. Ramakrishna 
6. Dr. Prashanth Tomar 



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2017-18

Composition of Library Committee

The Oxford Dental College & Hospital

Bommanahalli, Hosur Raod, Bangalore-68

Dept. of Library

Ref: No. :TODCL/17-18/03

Date: 21/03/2018

MEETING NOTICE

Subject: Library Committee meeting- reg.

::::: ::

The Library committee meeting has called on 23/03/2018 at 11.30 AM in central library. To discuss about the matter concerned in the library & its improvement. All the members are requested to attend the same without fail.

Library Committee Members:

1	Dr. Swetha Rao	Member	Dept. of Pedodontics	
2	Dr. Bharathi	Member	Dept. of Oral Medicine	
3	Dr. Gayathri	Member	Dept. of Periodontics	
4	Dr. Jaykumar	Member	Dept. of Conservative	
5	Dr. Mueedul	Member	Dept. of Oral Surgery	
6	Dr. Subhash	Member	Dept. of Prosthodontics	
7	Dr. Madhusudhan	Member	Dept. of Public Health Dentistry	
8	Dr. Saleha	Member	Dept. of Oral Pathology	
9	Dr. Rajini	Member	Dept. of Medical	
10	Mr. Ramakrishna	Coordinator	Chief Librarian, Dept. of Library	

Student Members:

1	Dr. Ponni M. P	Member	PG Student, Pedodontics	
2	Dr. Rinu Thomas	Member	PG Student, Prosthodontics	
3	Pragyan A. V	Member	III Year B.D.S	
4	Namratha M	Member	IV Year B.D.S	

Thanking you,

(Dr. Raghunandan)
Chairman
Library Committee



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The Oxford Dental College & Hospital

Bommanahalli, Hosur Road, Bangalore-68

Dept. of Library

Ref. No. :TODCL/18-19/02

Date: 03/12/2018

MEETING NOTICE

Subject: Library Committee meeting- reg.

:: :: :: ::

The Library committee meeting has called on 5/12/2018 at 11.30 AM in central library. To discuss about the matter concerned in the library & its improvement. All the members are requested to attend the same without fail.

Library Committee Members:

1	Dr. Swetha Rao	Member	Dept. of Pedodontics	<i>[Signature]</i>
2	Dr. Bharathi	Member	Dept. of Oral Medicine	<i>[Signature]</i>
3	Dr. Gayathri	Member	Dept. of Periodontics	
4	Dr. Ronald Tejpal	Member	Dept. of Conservative	<i>[Signature]</i>
5	Dr. Mueedul	Member	Dept. of Oral Surgery	<i>[Signature]</i>
6	Dr. Savitha	Member	Dept. of Prosthodontics	<i>[Signature]</i>
7	Dr. Madhusudhan	Member	Dept. of Public Health Dentistry	<i>[Signature]</i>
8	Dr. Saleha	Member	Dept. of Oral Pathology	
9	Dr. Rajini	Member	Dept. of Medical	
10	Mr. Ramakrishna	Coordinator	Chief Librarian, Dept. of Library	<i>[Signature]</i>

Student Members:

1	Dr. Jigar Yadav	Member	PG Student, Pedodontics	<i>[Signature]</i>
2	Dr. Rinu Thomas	Member	PG Student, Prosthodontics	<i>[Signature]</i>
3	Pragyan A. V	Member	III Year B.D.S	<i>[Signature]</i>
4	Namratha M	Member	IV Year B.D.S	<i>[Signature]</i>

Thanking you,

[Signature]

(Dr. Raghunandan)
Chairman
Library Committee



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Minutes of Library committee

MINUTES OF THE LIBRARY COMMITTEE MEETING

The Library committee meeting was held on 23/03/2018 under the chairmanship of
Dr. Raghunandan and the following undersigned members were present.

The committee has reviewed last meeting minutes which was held on 13/12/2017.

1. The committee had discussed in the last meeting which was held on 13/12/2017, about the journals which are subscribed for the year 2017, but not even one journal has been received so far from the vendor due to non payment. The committee requested to the principal to take necessary action. However, there has been no progress on this matter. The committee strongly requests the principal to take necessary action, the hard copy of the journals are required for the students and as per DCI and NAAC purpose.
2. The committee has also brings to kind notice that, subscription has not been renewed for the year 2018 so far.
3. The committee has recommended that to take library stock verification in central library and departmental libraries by 1st week of the April 2018. And also the committee has requested to the principal to recommend 4 faculty members to verify the stock in central library.
4. The chief librarian presented the fine and printout amount of Rs.45,460/- collected by the central library for the year 2017. (i.e. January 2017 to December 2017)
5. The committee requests the principal to appoint new committee member in places of Dr. Subhash dept. of Prosthodontics.
6. Dr. Ponni, M.P., P.G. student from dept. of pedodontics and student library committee member has pointed out about insufficient availability of resources in library.

Raghunandan
(Dr. RAGHUNANDAN)
Chairman
Library Committee

Members Signature:

1. Dr. Jaykumar
2. Dr. Mucedul
3. Dr. Swetha Rao
4. Dr. Saleha
5. Dr. Bharathi
6. Dr. Madhusudhan
7. Mr. Ramakrishna (Coordinator)
8. Dr. Ponni M.P. (Student Member)









MINUTES OF THE LIBRARY COMMITTEE MEETING


The Library committee meeting was held on 05/12/2018 under the chairmanship of Dr. Raghunandan and the following undersigned members were present.

The committee has reviewed last meeting minutes which was held on 23/03/2018.

1. The committee has requested to the dean and director to provide new edition books to central library before LIC inspection of the next academic year of 2019-20. The committee is also bringing to your kind notice that, from three last academic years there has not been any purchased new editions.
2. The committee has advised to the chief librarian to collect quotation for journals subscription for the year 2019. The committee has also observed that, the journals have not subscribed since last two academic years i.e. 2017 and 2018. The committee requests to the dean and director to kindly look in to the matter, as the hard copy of the journals are requirements to the students as per DCI and NAAC purpose.
3. The committee has observed the new Xerox facilities provided by the management and the committee conveys the thanks to the management and the dean and director.
4. The committee requests the dean and director to appoint new committee member in places of Dr. Gayathri dept. of Periodontics.
5. The committee also took a report of fine collected totally, the committee has in opinion that it can be utilized for the library purpose with due permission of our management and dean, if possible.
6. In the previous meeting, bounding of back volumes was advised, it is observed that binding of back volumes and books completed.

Members Signature:

1. Dr. Mueedul 
2. Dr. Saleha 
3. Dr. Bharathi 
4. Dr. Madhusudhan 
5. Dr. Ronald Tejpaul 
6. Mr. Ramakrishna (Coordinator) 


(Dr. RAGHUNANDAN)
Chairman
Library Committee



CHILDREN'S EDUCATION SOCIETY (Regd.)

THE OXFORD DENTAL COLLEGE

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2018-19

Composition of Library Committee

The Oxford Dental College & Hospital

Bommanahalli, Hosur Raod, Bangalore-68

Dept. of Library

Ref. No. :TODCL/03-18/19

Date: 13/04/2019

MEETING NOTICE

Subject: Library Committee meeting- reg.

:: :: :: ::

The Library committee meeting has called on 15/04/2019 at 11.30 AM in central library.
To discuss about the matter concerned in the library & its improvement. All the members
are requested to attend the same without fail.

Library Committee Members:

1	Dr. Swetha Rao	Member	Dept. of Pedodontics	
2	Dr. Bharathi	Member	Dept. of Oral Medicine	<i>B.B.</i>
3	Dr. Savitha	Member	Dept. of Periodontics	<i>Savitha 13/4/19</i>
4	Dr. Ronald Tejpal	Member	Dept. of Conservative	
5	Dr. Mueedul	Member	Dept. of Oral Surgery	<i>Mueedul 13/4/19</i>
6	Dr. Savitha	Member	Dept. of Prosthodontics	<i>Savitha 13/4/19</i>
7	Dr. Madhusudhan	Member	Dept. of Public Health Dentistry	
8	Dr. Saleha	Member	Dept. of Oral Pathology	<i>Saleha</i>
9	Dr. Rajini	Member	Dept. of Medical	
10	Mr. Ramakrishna	Coordinator	Chief Librarian, Dept. of Library	<i>R.K.</i>

Student Members:

1	Dr. Jeegar Yadav	Member	PG Student, Pedodontics	<i>Jeegar</i>
2	Dr. Rinu Thomas	Member	PG Student, Prosthodontics	<i>Rinu</i>
3	Pragyan A. V	Member	III Year B.D.S	
4	Namratha M	Member	IV Year B.D.S	

Thanking you,

Raghu

(Dr. Raghunandan)
Chairman
Library Committee

JIGAR



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Minutes of Library committee

MINUTES OF THE LIBRARY COMMITTEE MEETING

The Library committee meeting was held on 15/04/2019 under the chairmanship of
Dr. Raghunandan and the following undersigned members were present.

The committee has reviewed last meeting minutes which was held on 15/12/2018.

1. The Committee has verified the library stock verification report for the year 2018-19, and found 4 books were missing in the central library. The committee has discussed about missing books and suggested to the chief librarian to trace out these books from concerned departments.
2. The committee has suggested to the chief librarian to maintain register to issue books to the students inside the library for avoid missing, and warned to the library staff to take care and should not be repeat in future.
3. The committee has also discussed about journals have not subscribed since last two years i.e. in 2017 and 2018. The committee has requested to the Dean and Director to subscribe journals for the current year 2019 and back volumes of last two years. Hard copy of the journals are required to students and as well as DCI and NAAC purpose.
4. The committee has suggested to the chief librarian to prepare journals list for subscription of three years and submit to the Dean for further action.
5. The committee has requested to the dean and director to provide new edition of books to the central library for benefits of the students. The committee has also bringing to your kind notice that, from last three academic years there has not been any purchased new editions.
6. The committee has also requested to the dean and director to provide one personal books reading room for the benefits of the students.
7. The committee has requested to the dean and director to provide glass almirah to keep P. G. Students' dissertations.

Cont...



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8. The committee also discussed about P.G. student's dissertations and suggested to the chief librarian not to collect hard copy of dissertations next academic years onwards, and collect only soft copy due to lack of storage space.
9. The committee has also discussed about annual budget for library, and suggested to chief librarian to prepare annual budget for appropriate amount for Books, Journals, Newspapers and Magazines for the academic year 2019-20.
10. The committee members thanks to the Dean and Director for attended meeting as a invitee.

(Dr. RAGHUNANDAN)
Chairman
Library Committee

Members Signature:

1. Dr. Mueedul
2. Dr. Saleha
3. Dr. Bharathi
4. Dr. Amita
5. Dr. Savitha. P.M.
6. Dr. Ronald Tejpaul
7. Mr. Ramakrishna (Coordinator)



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2019-20

Composition of Library Committee

The Oxford Dental College & Hospital
Bommanahalli, Hosur Raod, Bangalore-68
Dept. of Library

Ref: No. :TODCL/01-20/21 Date: 21-01-2020

MEETING NOTICE

Subject: Library Committee meeting- reg.
: : : : : :

The Library committee meeting has called on 22/01/2020 at 11.30 AM in central library.
To discuss about the matter concerned in the library & its improvement. All the members
are requested to attend the same without fail.

Library Committee Members:

1	Dr. Bharathi	Member	Dept. of Oral Medicine	<i>BSB</i>
2	Dr. Amita Olivia Coutinho	Member	Dept. of Periodontics	<i>Amita</i>
3	Dr. Jayakumar T	Member	Dept. of Conservative	
4	Dr. Mueedul Islam	Member	Dept. of Oral Surgery	<i>Mueedul Islam 21/1/2020</i>
5	Dr. Savitha	Member	Dept. of Prosthodontics	<i>Savitha 21/1/2020</i>
6	Dr. Madhusudhan	Member	Dept. of Public Health Dentistry	<i>Madhusudhan 21/1/2020</i>
7	Dr. Saleha Jamadar	Member	Dept. of Oral Pathology	<i>Saleha 21/1/2020</i>
8	Mrs. Suprabha S	Chief Librarian	Librarian, Dept. of Library	<i>Suprabha 21-1-2020</i>

Student Members:

1	Dr. Jigar Yadav	Member	PG Student, Pedodontics	<i>Jigar</i>
2	Dr. Varsha Bangaru	Member	PG Student, Conservative Dentistry	
3	Dr. kavayashree	Member	PG student, Prosthodontics	<i>Kavayashree</i>

Thanking you,

Raghu
(Dr. Raghunandan)
Chairman
Library Committee



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Dept. of Library

Date: 14-05-2020

Library Committee Members:

SL. No.	Name	Designation	Dept.
1.	Dr. Ashish S Nichani	Chairman	Dept of Periodontics
2.	Dr. Raghunandan	Co - Chairman	Dept. of Orthodontics
3.	Dr. Bharath	Member	Dept. of Pedodontics
4.	Dr. Tushar	Member	Dept. of Prosthodontics
5.	Dr. Sushmini	Member	Dept. of Oral Medicine
6.	Dr. Madhusudhan	Member	Dept. of Public Health and Dentistry
7.	Dr. Saleha	Member	Dept. of Oral Pathology
8.	Dr. Mueedul	Member	Dept. of Oral Surgery
9.	Mrs. Suprabha.S	Member Secretary	Chief Librarian, Dept. of Library

Students Members

1.	Dr. Athul S. Nath	Member	PG Student, Pedodontics
2.	Dr. Kavyashree	Member	PG Student, Prosthodontics
3.	Dr. Nithin Raj .S.L	Member	UG Student

Dean & Director

Dean and Director
The Oxford Dental College, Bommanahalli
Hosur Road Bengaluru - 560 068



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Website: www.theoxford.edu

Dept. of Library

Date: 14-05-2020

Meeting Notice

To,

All Committee Member's

Subject: Library Committee Meeting-reg

This is to inform all committee members that Library Advisory Committee will meet in the Dept. of Oral Pathology on May 5th, 2020, at 2:00 p.m. all members of the committee are requested to attend the same

Agenda:

1. Review about previous minutes of the meeting.
2. Discuss about subscribed print journals (National & International) for the 2020.
3. Discuss about to CC TV in Library
4. Any other issues with the permission of the chairperson.

Dean and Director
The Oxford Dental College, Bommanahalli
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Website: www.theoxford.edu

Dept. of Library

Date: 12-08-2020

Meeting Notice

To,

All Committee Member's

Subject: Library Committee Meeting-reg

This is to inform all committee members that Library Advisory Committee will meet in the Dept. of Oral Pathology on May 5th, 2020, at 2:00 p.m. all members of the committee are requested to attend the same

Agenda:

1. Review about previous minutes of the meeting.
2. Review about previous minutes of the meeting.
3. Library Stock verification
4. Reviewed about subscribed HELINET
5. Discuss about to store back volumes


Dean and Director
The Oxford Dental College, Bommanahalli
Hosur Road Bengaluru - 560 068



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Minutes of the Library Committee Meeting

The Library committee meeting was held on 14/05/2020 under the chairmanship of Dr. Ashish S. Nichani and the following undersigned members were present.

The Committee discussed in detail about the improvement of library infrastructure, systems & services. The committee recommends the following:

1. The members discussed about take necessary precautions for students & staff due to COVID. The committee has decided & requested the Dean to issue a notice to be circulated to all the departments regards COVID precautions in library also.
2. It is resolved unanimously that members of the library committee will inspect the library periodically for its smooth and efficient functioning.
3. It was decided to make a requisition to install CCTVs to control theft of the library books.
4. It was decided to immediately procure books for the library.
5. The committee decided to meet on the 12th of August 2020 to review the action taken on the above-mentioned points

SL. No.	Participants
1.	Dr. Raghunandan
2.	Dr. Bharath
3.	Dr. Tushar
4.	Dr. Sushmini
5.	Dr. Madhusudhan
6.	Dr. Saleha
7.	Dr. Mueedul
8.	Mrs. Suprabha.S

(Dr. Ashish S. Nichani)

Chairperson Library Committee

Dean and Director

The Oxford Dental College, Bommanahalli
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Minutes of Library Committee

MINUTES OF THE LIBRARY COMMITTEE MEETING

The Library committee meeting was held on 22-01-2020 under the chairmanship of Dr. Raghunandan and the following undersigned members were present.

1. The committee has discussed and suggested to subscribe the journals for the year 2020. However no action has been taken so far and it is decided to request the Dean & Director to take necessary action for the same.
2. The committee has discussed about over dues by students/staff and sending the circular to department to recover the Library books.
3. The committee has recommended a separate reading room for UG & PG students and decided to request the Director to take necessary action for the same.
4. As per PG students suggestions the committee has discussed about extension of Library timings up to 11.30pm.
5. The committee has decided to maintain the feedback book in Library to collect information from users regarding Library.
6. The committee has discussed and recommended to procure new edition books to Library.

(Dr. RAGHUNANDAN)
Chairman
Library Committee

Members Signature:

1. Dr. Bharathi

2. Dr. Aneedul

3. Dr. Anitha Olivia Coutinho

4. Dr. Savitha

5. Dr. Suleha

6. Dr. Madhusudhan

7. Dr. Jayakumar T

8. Mrs. Suprabha.S

Dean and Director
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Minutes of the Library Committee Meeting

The Library committee meeting was held on 12/08/2020 under the chairmanship of Dr. Ashish S. Nichani and the following undersigned members were present.

The Committee discussed in detail about the improvement of library infrastructure, systems & services. The committee recommends the following.

1. The members discussed about receiving journals, properly which are subscribed for the year 2020.
2. The committee has approved the library stock verification report for the year 2019-20 and discussed about missing books and suggested to the Chief librarian to trace out these books from concerned departments.
3. The committee has discussed to subscribe more magazines.
4. The committee members discussed about inclusion of journals from HELINET list for subscription for the year 2020.
5. The committee decided to request the Dean and Director to provide glass almirah to store back volumes.

SL. No.	Participants
1.	Dr. Raghunandan
2.	Dr. Bharath
3.	Dr. Tushar
4.	Dr. Sushmini
5.	Dr. Madhusudhan
6.	Dr. Saleha
7.	Dr. Mueedul
8.	Mrs. Suprabha.S

(Dr. Ashish S. Nichani)

Chairperson Library Committee

Dean and Director
The Oxford Dental College, Bommanahalli
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2020-21

Composition of Library Committee

Date: 23-11-2020

Library Committee Members:

SL. No.	Name	Designation	Dept.
1.	Dr. Ashish S Nichani	Chairman	Dept. of Periodontics
2.	Dr. Raghunandan	Co - Chairman	Dept. of Orthodontics
3.	Dr. Bharath	Member	Dept. of Pedodontics
4.	Dr. Tushar	Member	Dept. of Prosthodontics
5.	Dr. Sushmini	Member	Dept. of Oral Medicine
6.	Dr. Madhusudhan	Member	Dept. of Public Health and Dentistry
7.	Dr. Saleha	Member	Dept. of Oral Pathology
8.	Dr. Mueedul	Member	Dept. of Oral Surgery
9.	Mrs. Suprabha.S	Member Secretary	Chief Librarian, Dept. of Library

Students Members

1.	Dr. Athul S. Nath	Member	PG Student, Pedodontics
2.	Dr. kavyashree	Member	PG Student, Prosthodontics
3.	Dr. Nithin Raj .S. L	Member	UG Student,

Dean & Director


Dean and Director
The Oxford Dental College, Bommanahalli
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Dept. of Library

Date: 23-11-2020

Meeting Notice

To,

All Committee Member's

Subject: Library Committee Meeting-reg

This is to inform all committee members that Library Advisory Committee will meet in the Dept. of Oral Pathology on November 23rd 2020 at 2:00 p.m. all members of the committee are requested to attend the same

Agenda:

1. Review about previous minutes of the meeting.
2. Discuss about status of subscribed journals 2020.
3. Discuss about DCI Free Access journals.
4. Discuss about Library Attender.


Dean and Director
The Oxford Dental College, Bommanahalli
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Minutes of the Library Committee Meeting

The Library committee meeting was held on 23/11/2020 under the chairmanship of Dr. Ashish S. Nichani and the following undersigned members were present.

The Committee discussed in detail about the improvement of library infrastructure, systems & services. The committee recommends the following.

1. The members discussed about back issues of journals which were not received and reasons for postponement of the delivery of journals and the committee has suggested to librarian to follow-up with the vendor regarding the same
2. The committee has verified all existing journals and suggested that the speciality journals be retained as per norms of the apex bodies
3. The committee members discussed about resources made available by the DCI (MYLOFT) which are freely accessible to the students & faculty
4. The committee has suggested to the librarian to not allow blazers worn by students & staff in the library.
5. The committee has requested the Dean and Director to appoint a library attender on an immediate basis

SL. No.	Participants
1.	Dr. Raghunandan
2.	Dr. Bharath
3.	Dr. Tushar
4.	Dr. Sushmini
5.	Dr. Madhusudhan
6.	Dr. Saleha
7.	Dr. Mueedul
8.	Mrs. Suprabha.S

(Dr. Ashish S. Nichani)
Chairperson Library Committee


Dean and Director
The Oxford Dental College, Bommanahalli
Hosur Road Bangalore - 560 068



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Dept. of Library

Date: 14-02-2021

Meeting Notice

To,

All Committee Member's

Subject: Library Committee Meeting-reg

This is to inform all committee members that Library Advisory Committee will meet in the Dept. of Oral Pathology on November 23rd 2020 at 2:00 p.m. all members of the committee are requested to attend the same

Agenda:

- Review about previous minutes of the meeting.
- Discuss about subscription of journals 2021.
- Discuss about Purchase of New Books.
- Discuss about Orientation Class.

Dear and Director
The Oxford Dental College, Bommanahalli
Hosur Road Bengaluru - 560 068



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Minutes of the Library Committee Meeting

The Library committee meeting was held on 14/02/2021 under the chairmanship of Dr. Ashish S. Nichani and the following undersigned members were present.

The Committee discussed in detail about the improvement of library infrastructure, systems & services. The committee recommends of the following.

1. The committee members discussed and suggested to librarian to conduct an orientation class for freshers. (I BDS students)
2. The committee has discussed and checked the status of journals subscribed for 2020
3. The committee has suggested to the librarian to take requisition of journals from all the departments for the year 2021 for renewal of subscriptions.
4. The meeting has submitted to Dean /Director a list of textbooks (new editions) to be purchased for UG & PG students.
5. The committee members have discussed about e-resources of DCI which are freely accessible through the MYLOFT app.

SL. No.	Participants
1.	Dr. Raghunandan
2.	Dr. Bharath
3.	Dr. Tushar
4.	Dr. Sushmini
5.	Dr. Madhusudhan
6.	Dr. Saleha
7.	Dr. Mueedul
8.	Mrs. Suprabha.S

(Dr. Ashish S. Nichani)

Chairperson Library Committee

Dean and Director
The Oxford Dental College, Bommanahalli
Hosur Road, Bengaluru - 560 068



Photographs of TODC Library Facilities

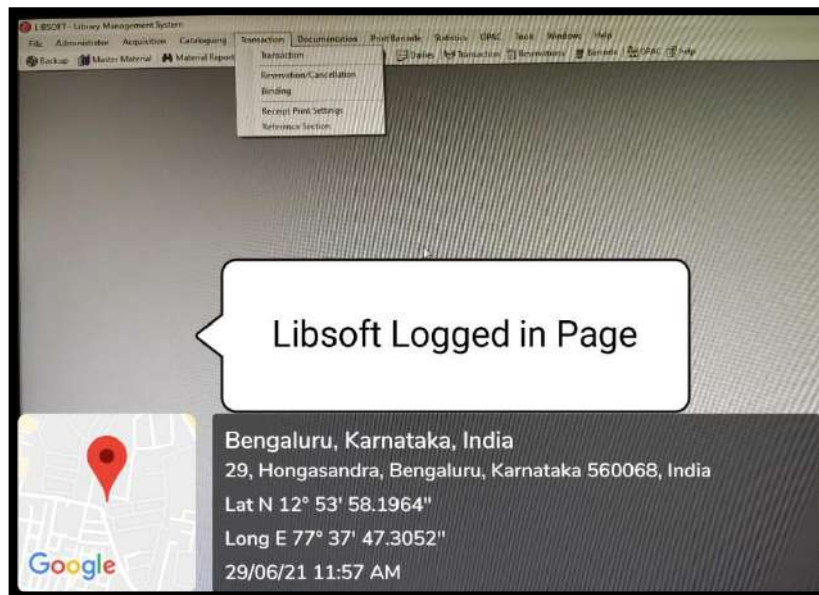
1.

Screenshot
of LMS
Login Page



2.

Screenshot
of LMS
Logged in
Page





3.	Return module	<p>Books Return</p> <p>Bengaluru, Karnataka, India The Oxford Dental College and Hospital, Hosur road Bommanahalli, Bengaluru, Karnataka 560068, India Lat 12.901315° Long 77.630881° 27/10/21 03:53 PM</p>
4.	Renewal module	<p>Books Renewal</p> <p>Bengaluru, Karnataka, India The Oxford Dental College and Hospital, Hosur road Bommanahalli, Bengaluru, Karnataka 560068, India Lat 12.901315° Long 77.630881° 27/10/21 03:52 PM</p>



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5.	Issue module	<p>Books Issue</p> <p>Bengaluru, Karnataka, India The Oxford Dental College and Hospital, Hosur road Bommanahalli, Bengaluru, Karnataka 560068, India Lat 12.901315° Long 77.630881° 27/10/21 03:51 PM</p>
6.	Renewal module	<p>Books Renewal</p> <p>Bengaluru, Karnataka, India The Oxford Dental College and Hospital, Hosur road Bommanahalli, Bengaluru, Karnataka 560068, India Lat 12.901315° Long 77.630881° 27/10/21 03:52 PM</p> <p>Member ID: pg1936 Access No:</p>



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<p>7.</p>	<p>Libsoft Membershi p module</p>	
<p>8.</p>	<p>Circulation module</p>	



CHILDREN'S EDUCATION SOCIETY (Regd.)

THE OXFORD DENTAL COLLEGE

(Recognized by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences,
Karnataka & Recognised by Dental Council of India, New Delhi)

Bommanahalli, Hosur Road, Bangalore – 560 068.

Ph: 080-61754680 Fax : 080 – 61754693E-mail:deandirectortodc@gmail.com

Website: www.theoxford.edu

9.	Transaction module	<p>Transaction Module</p> <p>Bengaluru, Karnataka, India The Oxford Dental College and Hospital, Hosur road Bommanahalli, Bengaluru, Karnataka 560068, India Lat 12.901315° Long 77.630881° 27/10/21 03:57 PM</p>
10.	Accession Register	<p>Accession Register</p> <p>Bengaluru, Karnataka, India The Oxford Dental College and Hospital, Hosur road Bommanahalli, Bengaluru, Karnataka 560068, India Lat 12.901315° Long 77.630881° 27/10/21 04:02 PM</p>

<p>11.</p>	<p>OPEC</p>	
<p>12.</p>	<p>OPEC search result</p>	



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13.	OPEC availability report	<p>OPEC Availability</p> <p>Bengaluru, Karnataka, India The Oxford Dental College and Hospital, Hosur road Bommanahalli, Bengaluru, Karnataka 560068, India Lat 12.901315° Long 77.630881° 27/10/21 05:01 PM</p>
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Environ Software Pvt. Ltd.



INVOICE

P.O No: 01417
Bill To:
The Oxford Dental College
Bomannahalli
Hosur Road
Bangalore - 68

Invoice No: 151
Date: 30-Jun-2017
VAT/TIN No: 29970701031
ST No: AAACE8466FST001
PAN No: AAACE8466F

S.No	Particulars	Qty	Price (Rs.)
1.	Libsoft - Library Management System Annual Maintenance Contract (AMC) Renewal for 2017-2018	1	8530.80
	VAT@5.5%		469.20
	Total:	1	9000.00

Total Amount in words: Rupees Nine Thousand Only

Above products are received in good condition

Receiver's Signature

Please quote our Invoice Number at the Time of Payment and sign on the copy for receipt of consignment against this invoice

For Environ Software (P) Ltd.

[Signature]
Authorised Signatory

Payment Terms:

Payment to be done by cheque in favour of M/s Environ Software (P) Ltd. Payable at Bangalore.

[Handwritten Cheque Stub]
Paid by Cheque No: 514805
Amount: 9000/-
Amount No: 9000
Insulation:
Date: 30/6/17
Signature: *[Signature]*



Environ Software Pvt. Ltd., 20/4, 4th Floor, Hosur Main Road, Konappana Agrahara, Electronic City, Bangalore - 560 100.
Tel: +91-80-28522191/92, Fax: 91-80-28522949, Mob: +91-9449750283, email: environ@vsnl.com, www.environsoftware.com



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THE OXFORD DENTAL COLLEGE & HOSPITAL
Recog by GOK Affil to RGUHS & Recog by DCI
Bommanahalli Hosur Road Bangalore-68

Annual Maintenance Charges
Ledger Account

1-Apr-2017 to 31-Mar-2018

Page 1

Date	Particulars	Vch Type	Vch No.	Debit	Credit
3-7-2017	To KANYA BANK SBAC NO.1918010100002 Cheque 514805 3-7-2017 9,000.00 Cr CHQ NO. - 514805 BEING AMT PAID TOWARDS AMC FOR LIBRARY LIBSOFT SOFTWARE #	Payment	163	9,000.00	
				9,000.00	
	By Closing Balance				9,000.00
				9,000.00	9,000.00



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Environ Software Pvt. Ltd.



INVOICE

P.O No: 116		Invoice No: 116	
The Oxford Dental College Bommanahalli Hosur Road Bangalore - 560068		Date: 1- Feb -2020	
		GST No: 29AAACE8486F1ZE	
		PAN No: AAACE8466F	
		State Code: 29	
S.No	Particulars	Qty	Amount(Rs)
1	Library Management System AMC renewal for 2020-2021	1	10170.00
			CGST 9%
			915.00
			SGST 9%
			915.00
			Total
			12000.00
			Advance
			0.00
Total Amount in words: Twelve Thousand rupees only		Balance	12000.00
Payment terms: Payment to be done by cheque / draft in favour of Environ Software Pvt. Ltd. Payable at Bangalore.			
NEFT Details:			
Name	Environ Software Private Limited		
A/C No	139811011000065		
Bank and Branch	Andhra Bank, Electronic City , Bangalore		
IFSC Code	ANDB0001398		

AD 2020 + Techno copy towards B.G. 2020 & Value

For Environ Software (P) Ltd.



Authorized Signatory

Environ Software Pvt. Ltd. 4th Floor, Hosur Main Road, Kanappana Agrahara, Electronic City, Bangalore - 560 100.
Tel: +91-80-285219102, Fax: 91-80-29522949, Mob: +91-9449750282, email: environ@vsnl.com, www.environsoftware.com



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E/S

THE OXFORD DENTAL COLLEGE
Recog by GOK Affil to RGUHS & Recog by DCI
Bommanahalli Hosur Road Bangalore-68

Annual/Inagural/Felicitation Charges
Ledger Account

1-Apr-2019 to 31-Mar-2020

Page 1

Date	Particulars	Vch Type	Vch No.	Debit	Credit
10-2-2020	To KAJAYA BANK SB AC NO.18180101000702 Cheque 593001 10-2-2020 12,000.00 Cr CHQ NO. 593001 - BEING AMT PAID TO ' ENVIRON SOFTWARE PVT. LTD. TOWARDS LABSOFT - LIBRARY MANAGEMENT SYSTEM ANNUAL MAINTENANCE CONTRACT (AMC) FR THE YR 2020-2021	Payment	831	12,000.00	
	By Closing Balance				12,000.00
				12,000.00	12,000.00



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CHILDREN'S EDUCATION SOCIETY(Regd.)
40, I Phase, J P Nagar, Bangalore - 560 078

THE OXFORD DENTAL COLLEGE & HOSPITAL
10th Milestone, Bommanahalli, Hosur Road, Bangalore - 560068

NOTES TO INCOME & EXPENDITURE as at 31-03-2018

NOTE - 10
ADMINISTRATION AND OTHER OPERATING EXPENSES

Particulars	31-03-2018	31-03-2017
Lab Maintenance & Consumables		
Power Charges	1,05,81,145	83,31,451
Property Tax	23,37,373	25,81,194
News paper & Periodicals	17,45,341	-
Printing & Stationery	11,90,289	28,604
Examination Expenses	7,72,818	5,57,304
Project Grants Paid	7,59,906	7,83,963
Membership & Subscription	3,53,219	1,50,716
Inspection Expenses	3,30,242	10,000
Repairs & Maintenance	3,30,112	2,74,300
Advertisement Expenses	3,07,418	9,26,495
Annual Maintenance Charges	2,55,000	13,05,857
Office Maintenance	2,43,006	4,52,768
Annual/Inagural/Felicitation	2,30,909	4,15,735
Seminar/Workshop/Competition	2,02,460	5,57,468
Audit Fees	1,50,150	1,99,912
Vehicle Maintenance	1,21,000	1,15,000
Vehicle Maintenance	1,11,811	6,700
Clinic Rent [Jayadeva]	1,11,566	1,01,425
Clinical Expenses (Training)	91,000	15,000
Staff Welfare Expenses	72,022	612
Pooja Expenses	39,273	2,08,650
Telephone Expenses	38,284	31,412
Vehicle Insurance	34,482	34,236
Travelling & Conveyance	32,500	6,99,064
Water Expenses	30,717	27,921
Bank Charges	21,062	17,521
Legal & Consultancy Charges	15,000	3,60,000
Sport Expenses	10,000	-
Postage & Telegram	8,235	41,187
Professional Tax Renewal fees	2,500	17,205
Security Charges	-	10,26,043
House Keeping Charges	-	6,26,357
Building Insurance	-	83,878
TOTAL	2,05,28,840	1,99,87,978



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THE OXFORD DENTAL COLLEGE
10th Milestone, Bommanahalli, Hosur Road, Bangalore - 560068

NOTES TO BALANCE SHEET as at 31/03/2020

NOTE - 10
ADMINISTRATION AND OTHER OPERATING EXPENSES

Particulars	31/03/2020	31/03/2019
Lab Maintenance & Consumables	77,36,393	77,17,481
Power Charges	17,06,745	23,12,022
Property Tax	7,46,221	2,90,290
Vehicle Maintenance	7,07,135	10,71,607
Petrol & Diesel Expenses	5,05,301	4,46,507
Repairs & Maintenance	3,75,912	8,57,525
Examination Expenses	3,75,451	6,99,907
Printing & Stationery	3,36,817	6,77,788
Advertisement Expenses	3,07,671	30,000
Annual/Inagural/Felicitation	2,92,105	1,79,205
Project Grants Paid	2,62,664	4,79,238
Office Maintenance	2,36,112	2,28,440
Annual Maintenance Charges	2,05,565	4,21,916
Clinic Rent [Jayadeva]	1,59,288	1,60,149
Travelling & Conveyance	1,51,884	56,454
Audit Fees	1,18,000	1,18,000
Membership & Subscription	1,00,000	1,00,000
Building Insurance	60,663	57,171
Seminar/Workshop/Competition	58,110	65,719
Staff Welfare Expenses	50,468	65,254
Legal & Consultancy Charges	50,000	-
Inspection Expenses	43,945	12,653
Bank Charges	41,072	36,712
Telephone Expenses	37,455	39,542
Water Expenses	37,194	33,801
Sport Expenses	31,132	-
Generator Maintenance	19,551	38,361
News paper & Periodicals	11,390	15,93,421
Pooja Expenses	4,324	16,516
Postage & Telegram	2,536	1,530
Professional Tax Renewal fees	2,500	2,500
Internet Charges	-	1,38,651
Implant Training Programme	-	6,70,000
Student Welfare Expenses	-	5,130
TOTAL	1,47,73,604	1,86,23,490

BANGALORE
REGISTERED ACCOUNTANTS