



ANAND INSTITUTE OF HIGHER TECHNOLOGY
KAZHIPATTUR – 603 103

ACADEMIC YEAR 2020 – 2021

Circular

Date: 22.06.2020

No: AIHT/LC/2020-2021

All the HODs & Department library in charge faculties of all departments, Student representatives for each class in the Library committee are informed to attend the library advisory committee meeting to be held on 24.06.2020 Through Online and Meeting link will be shared later.

AGENDA FOR THE MEETING

- Available book details
- Subscription journals of hard copy and online journals
- Question papers scanned
- Publication for faculty members and students
- Lecture notes
- Orientation program
- DELNET
- NPTEL
- Institutional digital repository
- Regarding accreditation NBA visits discussions on activities in the library.


Librarian


22/06/20
Principal

Copy submitted to:

1. The chairman
2. The Director

Copy to:

1. Principal
2. All HOD's
3. Timetable Coordinator
4. Office



ANAND INSTITUTE OF HIGHER TECHNOLOGY

KAZHIPATTUR – 603 103

LIBRARY COMMITTEE MEETING ATTENDANCE

Date: 24.06.2020

S.NO	Committee Members	SIGNATURE
1	Dr.P. Suresh Mohan Kumar – Principal/Chairman	
2	Mrs.G.Elanjiyam- Member	
3	Dr.Roselin Mary- Member	
4	Dr.Sankaramalliga- Member	
5	Dr.Bharathivasu - Member	S. Bharathivasu
6	Dr.Sumithradevei- Member	M. Sumithradevei
7	Dr.Pathalamuthu - Member	P. Pathalamuthu
8	Mrs.A.Malathi- Member	A. Malathi
9	Mrs.D.Bhavani- Member	D. Bhavani
10	Mr.A.S.Balaji - Member	A. S. Balaji
11	Ms. Aruna P – Member	P. Aruna



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MINUTES OF LIBRARY COMMITTEE MEETNG

Date: 24.06.2020

The Library committee meeting is held on 24.06.2020 through online.

Members Present:

S.NO	Committee Members
1	Dr.P. Suresh Mohan Kumar – Principal/Chairman
2	Mrs.G.Elanjiyam- Convener
3	Dr.Roselin Mary- Member
4	Dr.Sankaramalliga- Member
5	Dr.Bharathivasu - Member
6	Dr.Sumithradevei- Member
7	Dr.Pathalamuthu - Member
8	Mrs.A.Malathi- Member
9	Mrs.D.Bhavani- Member
10	Mr.A.S.Balaji - Member
11	Ms. Aruna P – Member

Our Principal presided over the meeting. The Librarian Listed out the following facilities available in the library to the committee members.

1. Review the last year meeting and its actions taken.
2. Books
 - More than 44156 volumes of books (including reference books) in more than 12487 unique titles in Engineering, Technology, Basic Sciences, Management and in General. Books for preparing GATE, GRE, CAT, GMAT and other competitive examinations are also available. Reference books can only be referred in the library and cannot be borrowed.
 - 1,100 E-Books (Safari@O'Reilly & 24x7) available in ACM Digital Library.
3. Journals
 - E-Journals – More than 4,000 titles (IEEE, Springerlink, J-Gate, ACM, Sage, DLine etc.).
 - Print journals - 182
 - Back volumes of the Journals - 1596
 - Journals (current issues and back volumes) cannot be borrowed.
 - For accessing e-journals go to <http://www.aiht.ac.in> (or) www.aihtlibrary.blogspot.com.
4. 2500 online courses and 1,000 virtual labs available in the ACM Digital Library.
5. CD-ROMs/DVD-ROMs received along with the books and CDs Available 2568.
6. Project Reports (in print) submitted by the final year students since 2004.
7. Online Public Access Catalogue (OPAC) – For searching the availability of books.
8. Internet facility with 12 computer systems.
9. More than 5,000 hours of Video lectures delivered by the eminent professors of IITs & IISc can be accessed through campus network in near future (NPTEL).
10. The Central Library is getting connected with the servers of IITs, IISc with the bandwidth of 5 mbps VPN Broadband. Video lectures, journals and other e-contents of the premier institutions can be accessed using the network.
11. **Eklavya Tech Channel** is a 24 hour channel dedicated to technical education and runs programmes generated at different IITs. The channel is designed to carry video courses in different disciplines generated at various IITs on weekdays and special interest programmes on Sundays. (Transmission schedule can be accessed in our Institutional Digital Repository).
12. **Institutional Digital Repository** - This includes University Question Papers, University Syllabus, Project Reports submitted by final year students since 2008, GATE previous year question papers since 1992, Proceedings of the Conferences conducted in our college and News paper clippings etc. in electronic format. These can be accessed through our library website.
13. **Resource Cell for Competitive Examinations and Higher Education** – Books for GATE, GRE, TOEFL, TNPSC, CAT and IES Examinations are available. Books for Numerical and Quantitative Aptitude, preparing for Interviews, Data Interpretation etc. are also available.
14. Budget was discussed with the faculty members.

Points Discussed:

- The HOD should give their requirement for books for the whole academic year 2020-2021 as per university regulation.
- Library committee members are requested to involve in the development of the library.
- Question papers scan-To be uploaded in the digital library database.
- Paper published in journals and conferences by our faculty members and students to be uploading in the digital library server.
- Lecture notes of our faculty members need to be upload in the digital library server.
- Our college membership in DELNET.
- Subscription of hardcopy journals and online journals are attached to the list.
- General book bank is available in our college all departments. Total number of general book bank is 1206.
- The books already available in the library in sufficient copies will not be purchased again.
- The books already available in the library, with fewer copies ,may be purchased again for the following reasons:
 - Some books are prescribed in the syllabus for more than one department.
 - One copy of the books is kept in the reference section of the library.
 - One copy of some books is transferred to the department library.
 - The faculties handling the respective papers also borrowing books from the central library.

For the above mentioned reasons the students may not get books from the central library. Hence more copies may be purchased.

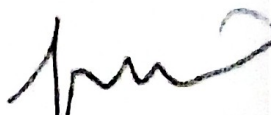
- All Department coordinators submit the softcopy of project works, subject notes and question bank.
- The Library in-charges are informed to prepare the maintenance and issue register for overall books and assess services.
- They are informed to frame the one library period allocation in a week for each class in time table and were given instructions to follow
 - Allocation of different classes at same time should be avoided.
 - Maintain Silence and Discipline inside the library.
 - Regularly follow the assess procedures and services.
 - Instruct to students keep their library card safe. Then only allowed to assess the books.

Finally meeting concluded with vote of thanks.

List of Students Library Representative attended the meeting:

S.No	Name of the Students	Year	Department
1	P Kumar	I	AIDS
2	H Nandhini	I	AIDS
3	S Oviya	I	CSE
4	K Naveen	I	EEE
5	A Dharshini	II	IT
6	M Atheeba Feroz	I	IT
7	Sumithra	I	CSR
8	Shanthini M	I	ECE
9	Abirami G	II	ECE
10	Deley	I	CSE
11	Hemalatha	I	CSE
12	Muralidharan	I	CSE
13	Mohamed Rizwan	I	CSE
14	Ragavi	I	CSE
15	Manikandan	I	ECE
16	S. Yuvaraj	I	IT
17	Indhu priya S	I	ECE
18	Mohammed Nihal	I	Mech
19	Dinesh	II	Mech
20	V.Saravanan	I	Mech
21	K.Mohammed Jaffir	I	Mech
22	M.Tajudeen	I	EEE
23	Lavanya	I	EEE
24	Vignesh A	I	MBA
25	Arunkumar M	I	MBA
26	Abi M	I	MBA
27	Saran	I	MBA


Coordinator


Principal