



LIBRARIAN ATRIA <librarian@atria.edu>

Library committee meeting on Monday, 21st Feb 2022 at 3.00 PM

1 message

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Sat, Feb 19, 2022 at 6 29 PM

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Cc: "Dr. Narayanaswamy K.V." <principal@atria.edu>

Dear Sir/Madam,

As per the direction of the Principal, Library committee meeting will be held on **Monday, 21st Feb 2022 at 3.00 P.M**
in Board Room, AIT, Bengaluru.

In this regard I request you to kindly attend the meeting.

The committee members are requested to inform the library committee student members about the meeting in advance.

Thanks and regards

--
Dr. Usha S P
LIBRARIAN

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Atria Institute of Technology, Anandnagar, Bengaluru
Dept. of Library and Information Centre

LIBRARY COMMITTEE MINUTES OF MEETING

Ref: Library Committee Meeting /20/AIT/Dated 21.02.2022

Minutes of the meeting held on 21.02.2022.

Total Members: 24

Attendees: 16

Absentees: 8

The meeting started with the Library committee Member Secretary welcoming the members present.

The following points were discussed and deliberated:

1) Review of previous minutes of the meeting (MOM 20) and action taken:

- a. **Demo on IRINS:** The committee was informed that the Demo class has been given to faculty members.
- b. **Knimbus, turnitin :** The committee was informed that awareness programme was given to the faculty and students about the knimbus and turnitin.
- c. **Purchase of Books :** The committee was informed that books have been purchased.
- d. **NDLI Club Registration:** The committee was informed that The Atria Institute of Technology is registered in NDLI club.
- e. **Water facility:** The committee was informed that water facility has been provided.
- f. **Separate Login/out Register :** The committee was informed that maintained separate register for Library committee members.
- g. **Koha issues have been solved.**

2. **Budget and its utilization:** The committee was informed of the total budget sanctioned by the principal and management. Suggestions were taken for utilization of remaining amount which included immediate procurement of new syllabus books, newspapers rack, etc.

3. **Book Procurements and subscription of Journals :** The committee was informed of the quantity of new books procured for MCA, M.Tech, B.Sc. (hons), 1 year New syllabus books, BE/MBA and General books. The committee suggested for immediate procurement of remaining books. Principal has approved for the subscription of Printed Journals and action has been taken in this regard.

4. **Proper utilization of Library resources:** The committee was informed to motivate students to make the best use of all library resources.

5. **NDLI club event:** The committee was informed that all the department were requested to cooperate in conducting activities through NDLI Club.



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6. **Submission of Soft copies of Journals and Project Reports:** It has been decided that all project and research coordinators of all departments have to upload the soft copies of project reports and journals into the google drive shared by the dept of Library and Information Centre. The cooperation of committee members were sought to achieve the assigned work.

7. **Addition to the Library:** The proposal of purchase of newspaper rack was approved for the further process by the Principal.


8. **Suggestions:** 1. Principal suggested to provide water facility in the library and procure room fresheners to improve the ambience.

2. Principal suggested to maintain a separate login/logout register for library committee members.
3. The committee members suggested to purchase the prescribed text books at the earliest.
4. Committee suggested to conduct library awareness sessions for each department
5. Principal suggested to fix the issues in Koha.

Next Meeting is on 20.08.2022

Signature of the Member Secretary

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ATRIA INSTITUTE OF TECHNOLOGY
Anandanagar Bangalore-560 077

Signature of the Chairman

Principal
Atria Institute of Technology
Anandanagar, Bengaluru-24