



LIBRARIAN ATRIA &lt;librarian@atria.edu&gt;

**Request to attend library committee meeting at 3.00Pm in the Board room**

4 messages

LIBRARIAN ATRIA &lt;librarian@atria.edu&gt;

Sat, Jan 30, 2021 at 10:58 AM

To: Prasunna VNP &lt;vnp.prasunna@atria.edu&gt;, Mohd Rizwan Jafar &lt;mohd.rizwanjafar@atria.edu&gt;

Dear sir/Madam

Library is arranging committee meeting today at 3.00pm in the Boardroom kindly attend.

Thanks and

--

**Dr. Usha S P**

LIBRARIAN

**Atria Institute of Technology**

ASKB Campus, Anandnagar,

Bangalore - 560 024

m: + 91 7760085351

e mail:librarian@atria.edu, usha.sp@atria.edu

Prasunna VNP &lt;vnp.prasunna@atria.edu&gt;

Sat, Jan 30, 2021 at 12:17 PM

To: LIBRARIAN ATRIA &lt;librarian@atria.edu&gt;

Dear Madam,

I am on the exam duty, HoD will send other faculty for the meeting.

Regards

Dr. Prasuna V

Associate Professor

AIT

[Quoted text hidden]

LIBRARIAN ATRIA &lt;librarian@atria.edu&gt;

Sat, Jan 30, 2021 at 1:04 PM

To: Prasunna VNP &lt;vnp.prasunna@atria.edu&gt;

Noted with thanks.

Regards

Librarian

[Quoted text hidden]

LIBRARIAN ATRIA &lt;librarian@atria.edu&gt;

Sat, Jan 30, 2021 at 1:06 PM

To: ARUN BALODI &lt;ecehod@atria.edu&gt;

Dear sir,

Kindly depute one faculty members instead of Prasuna madam at 3.00PM

Regards

Librarian

[Quoted text hidden]



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

**LIBRARY COMMITTEE MINUTES OF MEETING**

Ref: Library Committee Meeting /14/AIT/Dated 30.01.2021

Minutes of the meeting held on 30.01.2021

Total Members: 18

Attendees: 16

Absentees: 2

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. **Books Procurements and Binding of old books and Journals:** The committee was informed that purchase of books is in process.
  - b. **Stock Verification:** The committee was informed that the stock verification had been conducted successfully.
  - c. **Awareness Programme on e-resources and its utilization:** Conducted awareness programme for UG programme.
  - d. **Purchase of Barcoding Machine:** The committee was informed that quotation has been called.
  - e. **Suggestions:**
    - a. The committee suggested that one more library awareness programme has to be conducted for students.
    - b. The committee suggested that assignment can be given to the students to utilize the library e-resources.
2. **Books Procurement:** The committee was informed that purchase of books is in process.
3. **Shortage of books:** The committee was informed that to fulfil the requirements of the AICTE norms, book exhibition has to be arranged.
4. **Subscription of Printed Journals:** The committee was informed that it is in process
5. **Stock Verification Report :** The committee was informed that the report has been submitted.
6. **Remote Access:** The committee was informed that awaiting for the USN to register to get remote access.
7. **Awareness Programme for I Year :** The committee was informed that library awareness programme has to be conducted for Freshers.
8. **Launch of Atria IRINS Portal:** The committee was informed that faculty data is being collected.



# Atria Institute of Technology, Anandanagar, Bengaluru

## Dept. of Library and Information Centre

9. **Bound Volumes and Project reports:** The Committee was informed that old journals have to be binded and Projects reports have to be collected from all the departments.


10. **Budget:** The committee was informed of the total Budget.

11. **Addition to the Library:** The committee was informed that the proposal has been submitted to purchase of newspaper display rack, book rack, and Alpha-numeric display board.

12. **Suggestions:** The Committed suggested that the services of the library should be reached the user effectively

Next Meeting is on 17.02.2021

Signature of the Member Secretary  
  
**LIBRARIAN**  
ATRIA INSTITUTE OF TECHNOLOGY  
Anandanagar Bangalore-560 024

Signature of the Chairman  
  
**Principal**  
Atria Institute of Technology  
Anandanagar, Bengaluru-56