



**KRUPANIDHI DEGREE
LIBRARY COMMITTEE**



A well stocked library is one of the most essential aspects in an educational institution. It is the place that the students go to widen their horizons. A library can be used not only to get information about one's own subject but also information about subjects of personal interest. The objective of the Library Committee is to ensure that students have easy access to all the study material available in their study area and their area of interest. A good library will enhance the student's learning and strengthen general education outcomes. Regular use of library facilities will inculcate research abilities in the students.



Objectives of the Library Committee:

1. To ensure that the library is well stocked with the required text and reference books for all courses run by the College.
2. To ensure that the books requisitioned by the students as text books and reference books are available at the earliest.
3. To ensure digitalization of the library and implementation of ILMS to ensure efficient functioning of the library.

4. To ensure that there are rare books are part of the Library stock and that reports of various important committees and judgments are available for the reference of the students.
5. To oversee that the Library is well maintained and that the books are kept well.
6. To provide for proper documentation services and updating the Library collection.
7. To formulate policies and measures for efficient use of Library resources.
8. To review Library stock department-wise.
9. To adopt measures to improve readership.
10. To prepare budget and proposals for the development of the Library.
11. To recommend to the authorities the fees and other charges for the use of the Library.
12. To request for feedback on Library functions from readers.
13. To submit the annual report on the functioning of the library
14. To formulate knowledge and information archiving and management policy at the institute.



MINUTES OF THE MEETING -LIBRARY COMMITTEE

2017-18

The Library Committee meeting was held on the 10 of August 2017. The meeting was chaired by the Head of the Library Committee Prof. Shyjan, HOD English Department and the members of the Library Committee including student representatives of the committee. List of books to be purchased for the current academic year had been requested from various Departments. These lists were looked into and discussed. Students requested for certain text books and reference books that were required for various courses. These books were added to the indent of books to be purchased.

The Library Committee meeting was held on the 22 of January 2018. All faculty and students members were present. The committee took stock of the requirements that were given by the students and checked if all the books

ordered had been delivered and if there were any pending orders that need to be completed. The committee decided that ILMS as soon as possible.

PRINCIPAL OF COLLEGE: Mr SHYJAN

HEAD OF DEPARTMENT (BCA):Ms SABITHA

HEAD OF DEPARTMENT (BBA): Mr MAHESH

HEAD OF DEPARTMENT (BCOM): Ms MEENAKSHI S

HEAD OF DEPARTMENT (BA): Ms SOWMYA

STUDENT REPRESENTATIVES: AFREEN TAJ

STUDENT REPRESENTATIVES: SANJAY S

2016-17

The Library Committee meeting was held on 3 of August 2016. The committee looked into the indent made for various books and requested that the books be procured at the earliest. Text books required for students for the semester were requested in multiple copies as it would be helpful to the students. Teachers were requested to provide a list of reference books subject wise. The Committee decided to procure rare books and important committee reports and copies of important judgments for the reference of the student.

The Library Committee was held on 19 of January 2017. The committee followed up with the procurement of books both text book and rare books. Committee reports and judgments that were still to be procured were followed up. The committee discussed measures to encourage students to use the library as much as possible and inculcate the habit of visiting the library.

PRINCIPAL OF COLLEGE: Mr RANGAPPAYARADDI/Mr SHYJAN

HEAD OF DEPARTMENT (BCA):Ms SHYLA

HEAD OF DEPARTMENT (BBA):MsMAHESH

HEAD OF DEPARTMENT (BCOM):MsMEENAKSHI S

HEAD OF DEPARTMENT (BA):Ms SOWMAYA

STUDENT REPRESENTATIVES:MEENA R

STUDENT REPRESENTATIVES:ARJUN ANIL

2015-16

The Library Committee was held on 24 of August 2016. The committee reviewed the list of books indented by various faculty members. Students added a list of text books that they would like to be added to the list of books to be bought. It was brought to the notice of the students that library hours have been added to their timetable so that the students made optimum use of the library. Digitization of the library was also discussed by the committee. It was decided that the library should be digitized as soon as possible.

The second Library Committee meeting for the academic year was conducted on 29 of January 2016. The Committee reviewed of all books ordered for and received was made. Special requests for books text and reference were looked into and special orders were placed for the same. The committee decided to request faculty members to encourage students to use the library.

PRINCIPAL OF COLLEGE: Dr MARUTHI K R/MrRANGAPPAYARADDI

HEAD OF DEPARTMENT (BCA): Ms SHYLA

HEAD OF DEPARTMENT (BBA):MsMEENAKSHI S

HEAD OF DEPARTMENT (BCOM):Ms MEENAKSHI

HEAD OF DEPARTMENT (BA):Ms SOWMYA

STUDENT REPRESENTATIVES:HARSHITA V

STUDENT REPRESENTATIVES:ANGEL RENNY