

Minutes of the Library Committee Meeting held on 19th September 2017
between 11.30 a.m. and 12.30 p.m.

Members Present

Faculty Representatives

1. Dr.S.Raja Samuel, Principal
2. Dr.V.Sakthi Regha, Librarian
3. Dr. Lakshmi, Asst.Prof., MSW (Shift I)
4. Ms.Priya Doris, Asst.Prof. (Shift II)
5. Dr.Janaki, Asst.Prof., (MA-HR&OD)
6. Ms.Hannah, Asst.Prof., M.Sc
7. Mr.Sudarson, Asst.Prof., MA-DM
8. Ms.Suchismitha, Asst.Prof., MA-SE
9. Dr.Thirumagal, Asst.Prof., BSW
10. Ms.Rathi Devi, Asst.Prof., B.Sc

Student Representatives

1. Ms.V.Rathika, I MA-HROD
2. Ms.TC.Srinidhi, I.B.Sc
3. Ms.K.Monisha, I MSW (Shift II)
4. Ms.J.Bhaalasaraswathi, II BSW
5. Mr.Y.Arif, II MSW (Shift I)
6. Ms.Ivana Betsy, K.R. I MSW (shift I)
7. Ms.N.Keerthi, MA-DM
8. Ms.Sanjana Nair, III BSW
9. Ms.R.Ranjani, B.Sc
10. Ms.Annanya, P, I BSW
11. Ms.Shwetha, L, I, MA-SE
12. Mr.Saran Raj, S., I – MA-HRM
13. Ms.Mrudula, II. M.Sc

Members Absent

1. Dr.A.Enoch, Asst.Prof., Dept.of Research (Social Work)
2. Mr.Prabhakarn, Asst.Prof., MA-HRM
3. Ms.Blessy, II MSW (Shift II)
4. Ms.Nivedha, I M.Sc
5. Mr.Gokul Kumar, II B.Sc
6. Ms.Mahathi, III B.Sc
7. Ms.Shruthi, II MA-HRM
8. Ms.Gayathri Pattnam, II MA-HROD

Proceedings

Principal welcomed the members of the meeting and oriented about the importance of library committee and its meetings in terms of better functioning of the library. Librarian presented the annual report of the library for the year 2016-17. She also shared the report of the feedback collected from the out-going students of last year.

Feedback and suggestions from the library committee were sought for. The points came in and the decisions made are,

Feedback	Outcome after deliberations
Transaction of books for 15 days	It was discussed and decided to continue the existing practice of 7 days as extending days would curtail the opportunity of other students
Suggestion for adding more books in fiction and novel section	Agreed to add more books
All the books mentioned in the syllabus have to be added	Constant efforts have been taken to update the collection based on the syllabus. Some books mentioned in the syllabus are not available in the market.
Non-availability of reference books	To make the reference books available to all, it was decided to make it as 'reference only' for the faculty members also. However, for making copies from the reference books, faculty members can borrow the reference books for a day or two
Over-due charges for the week-ends	Holidays in between the working days will not be counted for calculating over-due charges
During the library hours, students should be given the option of reading books of their own choices instead of a particular subject book being insisted by the concerned subject teacher	It can be discussed at the department level and decided.

Book bank facility for all the students	Book bank facility is for the students whose parents' annual income is below Rs.2,00,000/- . This may be considered to be increased to three or four lakhs
Enhancing the number of books permitted for borrowing for I UG students	Accepted to enhance it from two books to three books

Suggestions	Outcome
To provide wider collection of fiction and novels, students and faculty members can drop their used books in a particular place, others can take books from there and replace them after reading – suggested by Ms.Suchismitha	Agreed to facilitate this 'Book Swap' facility with certain guidelines.

Principal asked the student members about the usage of print and online resources. Students said that they use more of online resources compared to print resources.

Librarian announced about the new initiative of MSSW Library, 'Ignited Minds' an extension programme to the students of Mary Clubwala Jadhav Girls Higher Secondary School. Volunteers from MSSW will engage the school students (from 6th std – 9th std) during the school library hours and share with them stories, talk about leaders and read out biographies and so on.

Librarian requested the student members to discuss with their classmates before coming for the meeting and take back the discussions of the meeting to the class. She also asked for the support of members in conducting programmes. Thus the meeting came to an end as there was no other point for discussion.


(Dr.S.Raja Samuel)

Principal


(Dr.V.Sakthi Regha)

Librarian