

GNITS	LIB/CIR/09
CIRCULAR	DEPARTMENT : LIBRARY

Date: 25-09-2019

Sub: Library committee meeting- Reg...

All the faculty and student library committee members are requested to make it convenient to attend a meeting on 01-10-2019, at 3p.m. in the conference hall.

AGENDA

1. Issue of library cards for 1st year B.Tech & M.Tech.2019 batch
2. Issue of Duplicate cards.
3. Status of books procurement.
4. Submission of Ph.D. theses college library copy.
5. Review of the status of e- collection
6. Any other issue with the permission of the chair.


Faculty coordinator


Principal

GNITS	LIB/MIN/009
MINUTES	DEPARTMENT : LIBRARY

Date:01-10-2019

MINUTES OF THE MEETING

The library committee meeting was held on 01-10-2019 at 3.P.M. in the seminar hall. Dr. K. Ramesh Reddy, principal presided over the meeting.

The principal welcomed all the members and conveyed his gratitude to the, departmental library faculty in-charges and students for their support to develop the main library as well as the departmental library. Made a review of the library activities and issues were resolved.

1. It was informed to the members that the issuing of library cards for 1st B.Tech. was completed and for 1st M.Tech. students are yet to be issued.
2. It was decided that duplicate library cards will be issued to the students and the staff who have lost their original card on payment of Rs.100/- per card.
3. The statement of books procured during October, 2018 to September, 2019, Dept. wise was reviewed.
4. It was to the Dept. Library faculty in charges to inform the Ph.D holders of their respective Departments to submit a copy of their thesis to the college main library.
5. The library committee members were informed to collect and submit e-books/ e-material to the Librarian.
6. It was decided to keep the library open on second Saturday from 10AM to 3PM with effect from 1st November,2019.


Faculty coordinator


Principal