



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAAN Education & Welfare Society)

Affiliated to Bharathidasan University

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Library Committee Meeting Notice

Ref: LIB/2023-2024/ODD/004

17.07.23

Dear Professor,

Greetings. There will be a Library Committee Meeting at our Library on 19.07.23 (Wednesday) at 10.30 a.m.

Agenda

1. Increasing User statistics
2. Orientation Programme
3. Books to be bought – (Department wise).
4. Any other Matters.

You are invited to attend the meeting and to give valuable suggestions.

Librarian

Principal

Members:

- | | | |
|-----------------------------|---|-----------------------------|
| 1. Dr. AVK Shanthi | - | Principal |
| 2. Dr.M.Munafur Hussaina | - | Vice Principal & Head of CS |
| 3. Mrs.B.Fahameda Thabeseem | - | Head of CA |
| 4. Dr.S.Kanagasundari | - | Librarian |
| 5. Mrs.C.Priya | - | Head of Mathematics |
| 6. Dr.K.Sumathy | - | Head of English |
| 7. Dr.V.Sumathy | - | Head of BBA |



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

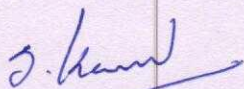
(Sponsored by AIMAAN Education & Welfare Society)

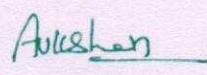
Affiliated to Bharathidasan University

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

- | | | |
|---------------------------|---|-----------------------|
| 8. Dr.K.Kalpana | - | Head of B.Com |
| 9. Dr.A.krithika | - | Head of B.Com with CA |
| 10. Ms.K.Nandhini | - | Incharge of AFT |
| 11. Ms. H.Shamsun nafeela | - | Incharge of N&D |
| 12. Ms.T.Nasreen Banu | - | Incharge of Physics |


Librarian


Principal
PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN College of Arts & Science for Women

Sponsored by AIMAN Education & Welfare Society | Affiliated to Bharathidasan University
Recognized by UGC under section 2(f) and 12(B) | K.Sathanur, Tiruchirappalli - 620 021.

Minutes of the library committee

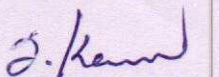
Date : 17th July, 2023
Time : 2.00 p.m
Venue : Principal Hall, Aiman college of Arts and Science for Women, Trichy.

A list of the members who attended the meeting of the library committee and those who sought leave of absence is appended.

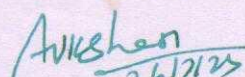
The principal mam welcomed the members to the meeting of the library committee of the AIMAN library and instructed the member secretary to proceed with the agenda.

A.	Action Taken Report : Discussion items
A.1	Confirmation of minutes
	The minutes of the library committee meeting held on 15 th July 2023 was confirmed by the members after discussion
A.2.	Action taken report: User Statistics
A.2.1	Principal also asked Librarian about use of library by students and staffs. The committee also discussed the relevant points to develop the habit of reading among students from the early child hood. All the staffs discussed and decided what efforts can be made to increase the attendance of students in the library.
A.3	Action taken report: Orientation Programme
A.3.1	Library orientation sessions were conducted for all UG and PG students in the month of July 2023. Students from fresher section were also visited the library during the period.
A.4	Action taken report: Book Purchased
A.4.1	On the third point regarding the suggestion of books by staffs, all the subject teachers forwarded the list of books needed for their subjects. Librarian presented the expenditure statement for the year 2023- 2024 for books and journals. There were queries from members regarding various items and were clarified in the meeting. It was decided to inform the concerned Heads of the Departments, the details of the procurement of books recommended by them, from this financial year onwards. There was an instruction from the Finance Office to get purchase approvals for every purchase. It was decided to adhere to this instruction of the Finance Office.
A.5	Any other matters
A.5.1	Dr.S.Kanagasundari requested that the college library should conduct a librarian's day when the country celebrates 131 st birth anniversary of the father of library. It was resolved that a librarian's day will be conducted from 9 th August, 2023 for one day.
The meeting ended at 2.45 p.m.	

To monitor the functions of the library and the services provided by the library to the students and staff of the AIMAN, a Library Committee was constituted for the academic year 2023-2024, under the Chairperson of the Principal of the AIMAN College of arts and science for women with the following representatives as members.


Librarian

Aiman College of Arts and
Science for Women, Trichy-21


Principal

AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI - 620 021

Library Committee





AIMAN College of Arts & Science for Women

Sponsored by AIMAAN Education & Welfare Society | Affiliated to Bharathidasan University
Recognized by UGC under section 2(f) and 12(B) | K.Sathanur, Tiruchirappalli - 620 021.

Minutes of the library committee

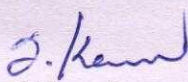
Date : 17th July, 2023
Time : 2.00 p.m
Venue : Principal Hall, Aiman college of Arts and Science for Women, Trichy.

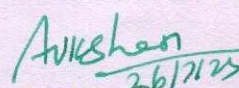
A list of the members who attended the meeting of the library committee and those who sought leave of absence is appended.

The principal mam welcomed the members to the meeting of the library committee of the AIMAAN library and instructed the member secretary to proceed with the agenda.

A.	Action Taken Report : Discussion items
A.1	Confirmation of minutes
	The minutes of the library committee meeting held on 15 th July 2023 was confirmed by the members after discussion
A.2.	Action taken report: User Statistics
A.2.1	Principal also asked Librarian about use of library by students and staffs. The committee also discussed the relevant points to develop the habit of reading among students from the early child hood. All the staffs discussed and decided what efforts can be made to increase the attendance of students in the library.
A.3	Action taken report: Orientation Programme
A.3.1	Library orientation sessions were conducted for all UG and PG students in the month of July 2023. Students from fresher section were also visited the library during the period.
A.4	Action taken report: Book Purchased
A.4.1	On the third point regarding the suggestion of books by staffs, all the subject teachers forwarded the list of books needed for their subjects. Librarian presented the expenditure statement for the year 2023- 2024 for books and journals. There were queries from members regarding various items and were clarified in the meeting. It was decided to inform the concerned Heads of the Departments, the details of the procurement of books recommended by them, from this financial year onwards. There was an instruction from the Finance Office to get purchase approvals for every purchase. It was decided to adhere to this instruction of the Finance Office.
A.5	Any other matters
A.5.1	Dr.S.Kanagasundari requested that the college library should conduct a librarian's day when the country celebrates 131 st birth anniversary of the father of library. It was resolved that a librarian's day will be conducted from 9 th August, 2023 for one day.
The meeting ended at 2.45 p.m.	

To monitor the functions of the library and the services provided by the library to the students and staff of the AIMAAN, a Library Committee was constituted for the academic year 2023-2024, under the Chairperson of the Principal of the AIMAAN College of arts and science for women with the following representatives as members.


Librarian


Principal
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI

Members:

- | | | |
|-----------------------------|---|-----------------------------|
| 1. Dr. AVK Shanthi | - | Principal |
| 2. Dr.M.Munafur Hussaina | - | Vice Principal & Head of CS |
| 3. Mrs.B.Fahameda Thabeseem | - | Head of CA |
| 4. Dr.S.Kanagasundari | - | Librarian |
| 5. Mrs.C.Priya | - | Head of Mathematics |
| 6. Dr.K.Sumathy | - | Head of English |
| 7. Dr.V.Sumathy | - | Head of BBA |
| 8. Dr.K.Kalpana | - | Head of B.Com |
| 9. Dr.A.krithika | - | Head of B.Com with CA |
| 10. Ms.K.Nandhini | - | Incharge of AFT |
| 11. Ms. H.Shamsun nafeela | - | Incharge of N&D |
| 12. Ms.T.Nasreen Banu | - | Incharge of Physics |

Library Committee





AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAAN Education & Welfare Society)

Affiliated to Bharathidasan University

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Library Committee Meeting Notice

Ref: LIB/2023-2024/ODD/013

01.11.23

Venue: Library

Dear Professor,

Greetings. There will be a Library Committee Meeting at our Library on 04.11.23 (Saturday) at 10.30 a.m.

Agenda

1. Confirmation of the minutes of last meeting held on 19.07.23 (Wednesday)
2. Library Week
3. Discussion on Book-Bank Scheme
4. Discussion on Library budget for the academic budget 2023-2024.
5. Training program for students and staff members
6. Discussion on Newspapers.
7. Library websites
8. Any other Matters.

You are invited to attend the meeting and to give valuable suggestions.

Librarian

LIBRARIAN
Aiman College of Arts and
Science for Women, Trichy-21

Principal

PRINCIPAL (i/c)
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMA Education & Welfare Society)

Affiliated to Bharathidasan University

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Members Present:

- | | | | |
|-----------------------------|---|-----------------------------|---|
| 1. Dr.M.Munafur Hussaina | - | Principal i/c & Head of CS | <i>M.Munafur Hussaina</i>
04/11/23 |
| 2. Mrs.B.Fahameda Thabeseem | - | Vice Principal & Head of CA | <i>B.Fahameda Thabeseem</i>
04/11/2023 |
| 3. Dr.S.Kanagasundari | - | Librarian | <i>S. Kanagasundari</i> |
| 4. Dr.S.Malathy | - | Head of Mathematics | <i>S. Malathy</i>
04/11/2023 |
| 5. Dr.K.Sumathy | - | Head of English | <i>K. Sumathy</i>
4/11/23 |
| 6. Dr.N.Five Rose | - | Head of BBA | <i>N. Five Rose</i>
04/11/23 |
| 7. Dr.K.Kalpna | - | Head of B.Com | <i>K. Kalpna</i>
4/11/23 |
| 8. Dr.A.Krithika | - | Head of B.Com with CA | |
| 9. Ms.K.Nandhini | - | Incharge of AFT | <i>K. Nandhini</i>
4/11/23 |
| 10. Mrs.M.Jasmin Uhanitha | - | Head of FSM&D | <i>M. Jasmin Uhanitha</i>
4/11/23 |
| 11. Mrs. Shajidha Banu | - | Head of Arabic | <i>M. Shajidha Banu</i>
4/11/23 |
| 12. Dr. S.Sathya | - | Head of Tamil | <i>S. Sathya</i> |
| 13. Ms.T.Nasreen Banu | - | Incharge of Physics | <i>T. Nasreen Banu</i> |
| 14. Ms.M. Zulaikha Beevi | - | Incharge of Psychology | <i>M. Zulaikha Beevi</i>
4.11.23 |

S. Kanagasundari
Librarian

LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21

M.Munafur Hussaina
Principal i/c
PRINCIPAL (i/c)
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMA Education & Welfare Society)

Affiliated to Bharathidasan University

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

MINUTES OF THE LIBRARY COMMITTEE

Date : 04th November, 2023

Time : 10.30 a.m

Venue : Library, Aiman college of Arts and Science for Women, Trichy.

A list of the members who attended the meeting of the library committee and those who sought leave of absence is appended.

The principal i/c mam welcomed the members to the meeting of the library committee of the AIMA library and instructed the member secretary to proceed with the agenda.

A.	Action Taken Report : Discussion items
A.1	Confirmation of minutes of the last meeting held on 19.07.2023(Wednesday)
	Resolution- Last Meeting of Library committee was held on 19/07/2023 at Principal's cabin. Minutes of such meeting were read by librarian, and discussions made among the members and confirmed by President of the committee.
A.2.	Action taken report: Library Week
A.2.1	Library week is celebrated from 14th November to 21st November every year. The librarian consulted with the library members and decided what competitions and awareness could be held on those days. -A Book-Bank scheme is given to needy and clever student.
A.3	Action taken report: Discussion on Book Bank Scheme
A.3.1	Resolution -Our library has earmarked 1000 books for book bank scheme. The librarian asked teacher to convey to the students to take advantage of this scheme for students from below income group. Through this scheme a whole set of books is provided on payment Rs.20/- as deposit to student for one academic year. Committee agrees with librarian for purchasing of the books and sanctioned.
A.4	Action taken report: Discussion on Library budget for the academic budget 2023-24

ND. Arunachalam
PRINCIPAL (I/C)
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
07/11/23



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAN Education & Welfare Society)

Affiliated to Bharathidasan University

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

A.4.1	Resolution - On the fourth point regarding the suggestion of books by staffs, all the subject teachers forwarded the list of books needed for their subjects. Librarian presented the expenditure statement for the year 2023- 2024 for books and journals. There were queries from members regarding various items and were clarified in the meeting. It was decided to inform the concerned Heads of the Departments, the details of the procurement of books recommended by them, from this financial year onwards. There was an instruction from the Finance Office to get purchase approvals for every purchase. It was decided to adhere to this instruction of the Finance Office.
A.5	Action taken report: Training program for students and staff members
A.5.1	1. The committee members told the librarian to arrange training program for faculty members, during semester ending/starting. 2. Creating awareness on funding agency by an expert person.
A.6	Action taken report: Discussion on Newspapers
A.6.1	Resolution- Daily Newspapers are subscribed for recent news and references. Our Library subscribes seven Newspapers for the benefit of all.
A.7	Action taken report: Library websites
A.7.1	1. The librarian informed all that there are many open access resources website links are included under the library resources tab, library page will be updated daily, and Librarian explained how to download the file from the website. 2. Improving statistics of e-resources on daily basis by the staff members.
A.8	Any other matters
A.8.1	1. Provision of e-resources may be made available to students and staff. 2. Librarian discussed how to increase the user statistics. 3. A discussion among the library member, the items were granted enormously. 4. Discussion on various subjects among library committee members for development of library. 5. To allot a library hour once in a week for UG students and weekly twice for the PG students. 6. Extend the book requirement within the even semester.
The meeting ended at 11.45 a.m.	

M. N. Arumugam
PRINCIPAL
07/11/23



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

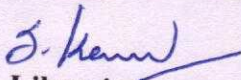
(Sponsored by AIMAAN Education & Welfare Society)

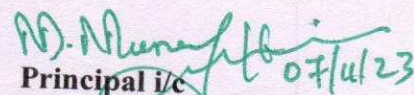
Affiliated to Bharathidasan University

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

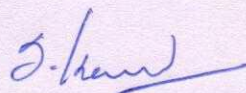
The librarian thanked the Library committee members for spending time for this meeting in spite of a busy schedule and also appreciated members for giving their suggestion and thanked for attending the meeting.


Librarian

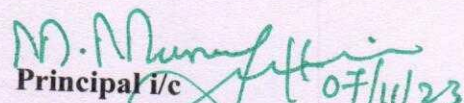

Principal i/c 07/11/23

Members:

- | | | |
|-----------------------------|---|-----------------------------|
| 1. Dr.M.Munafur Hussaina | - | Principal i/c & Head of CS |
| 2. Mrs.B.Fahameda Thabeseem | - | Vice Principal & Head of CA |
| 3. Dr.S.Kanagasundari | - | Librarian |
| 4. Dr. S.Malathi | - | Head of Mathematics |
| 5. Dr.K.Sumathy | - | Head of English |
| 6. Dr.N.Five rose | - | Head of BBA |
| 7. Dr.K.Kalpana | - | Head of B.Com |
| 8. Dr.A.krithika | - | Head of B.Com with CA |
| 9. Ms.K.Nandhini | - | Incharge of AFT |
| 10. Mrs. Jasmin Uhanitha | - | Head of FSM&D |
| 11. Ms.T.Nasreen Banu | - | Incharge of Physics |
| 12. Dr.S.Sathiya | - | Head of Tamil |
| 13. Mrs.Shajidha Banu | - | Head of Arabic |
| 14. Ms.M.Zulaikha Beevi | - | Incharge of Psychology |
| 15. Dr.Priya | - | Head of Physical Education |


Librarian

LIBRARIAN
Aiman College of Arts and
Science for Women, Trichy-21


Principal i/c 07/11/23

PRINCIPAL (i/c)
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMA Education & Welfare Society)

Affiliated to Bharathidasan University

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Library Committee Meeting Photos



Welcome Address



Discussions



Explain the Library websites



Committee members – Suggestion



Conclusion of the Meeting

Librarian

Vote of thanks

PRINCIPAL (NH) 07/11/23



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001: 2015 Certified Institutions

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Library Committee Meeting Notice

Ref: LIB/2023-2024/EVE/002

03.01.24

Venue: Principal Cabin

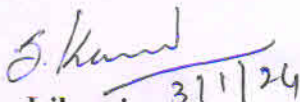
Dear Professor,

Greetings. There will be a Library Committee Meeting at our Library on 04.01.24 (Thursday) at 10.30 a.m.

Agenda

1. Confirmation of the minutes of last meeting held on 22.11.23 (Wednesday)
2. Certificate of Library and Information Science – Course (CLIS)
3. Discussion on Book-Bank Scheme
4. Seminar program for students and staff members
5. Discussion on Newspapers.
6. Library websites
7. Any other Matters.

You are invited to attend the meeting and to give valuable suggestions.


Librarian 31/1/24

LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21


31/1/24

Principal
PRINCIPAL

**AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021**



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001: 2015 Certified Institutions

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Members Present:

- | | | |
|-----------------------------|---|---|
| 1. Dr.B.Vani | - | Principal |
| 2. Dr.M.Munafur Hussaina | - | Vice Principal & Head of CS <i>M. Munafur Hussaina</i> 4/1/24 |
| 3. Mrs.B.Fahameda Thabeseem | - | Vice Principal & Head of CA <i>B. Fahameda Thabeseem</i> 04/01/2024 |
| 4. Dr.S.Kanagasundari | - | Librarian <i>S. Kanagasundari</i> |
| 5. Dr.S.Malathy | - | Head of Mathematics <i>S. Malathy</i> 4/1/24 |
| 6. Dr.K.Sumathy | - | Head of English |
| 7. Dr.N.Five Rose | - | Head of BBA <i>N. Five Rose</i> 4/1/24 |
| 8. Mrs.G.Revathi | - | Head of B.Com <i>G. Revathi</i> 4/1/24 |
| 9. Dr.K.Kalpana | - | Head of B.Com (CA) <i>K. Kalpana</i> 4/1/24 |
| 10. Ms.K.Nandhini | - | Incharge of AFT <i>K. Nandhini</i> 4/1/24 |
| 11. Mrs.M.Jasmin Uhanitha | - | Head of FSM&D <i>M. Jasmin Uhanitha</i> |
| 12. Mrs. ShajidhaBanu | - | Head of Arabic <i>M. Shajidha Banu</i> |
| 13. Dr. S.Sathya | - | Head of Tamil <i>S. Sathya</i> |
| 14. Ms.T.Nasreen Banu | - | Incharge of Physics <i>T. Nasreen Banu</i> |
| 15. Ms.M. Zulaikha Beevi | - | Incharge of Psychology <i>M. Zulaikha Beevi</i> |
| 16. Dr.T.Priya | - | Head of Physical Director |

S. Kanagasundari
Librarian

S. Kanagasundari
Principal
PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMA Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

AIMAN COLLEGE LIBRARY

MINUTES OF THE LIBRARY COMMITTEE

Date : 4th January, 2024

Time : 10.30 a.m

Venue : Principal Cabin, Aiman college of Arts and Science for Women, Trichy.

A list of the members who attended the meeting of the library committee and those who sought leave of absence is appended.

The principal mam welcomed the members to the meeting of the library committee of the AIMA library and instructed the member secretary to proceed with the agenda.

A.	Action Taken Report : Discussion items
A.1	Confirmation of minutes of the last meeting held on 22.11.2023(Wednesday)
	Resolution - Last Meeting of the Library committee was held on 22/11/2023 at the Librarian's cabin. Minutes of such a meeting were read by a librarian, and discussions made among the members and confirmed by the President of the committee.
A.2.	Action taken report: Certificate of Library and Information Science – Course (CLIS) Certificate Course
A.2.1	In this meeting, all the committee members attended and discussed the implementation of the (CLIS) certificate course. She asked the principal madam, librarian, about introducing a certificate course to the students and using the students' benefit.
A.3	Action taken report: Discussion on Book-Bank Scheme


LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy- 21


PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAN Education & Welfare Society)

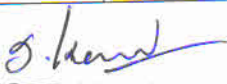
Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

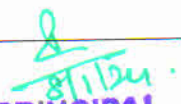
Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

A.3.1	Resolution –Our library has earmarked 1000 books for a book bank scheme. The librarian asked teachers to tell the students to take advantage of this scheme for students from below the income group. Through this scheme, a whole set of books is provided on payment of Rs.20/-as deposit to students for one academic year. The committee agrees with the librarian about the purchasing of books and sanctioned.
A.4	Action taken report: Seminar program for students and staff members
A.4.1	1. The committee members told the librarian to arrange a seminar program for faculty members, ending/starting. 2. The Principal asked the librarian to arrange or attend at least two FDP Programs/Seminar/Conference Programs per year. 3. Creating awareness of a funding agency by an expert person.
A.5	Action taken report: Discussion on Newspapers.
A.5.1	Resolution-Daily Newspapers are subscribed for recent news and references. Our library subscribes seven newspapers for the benefit of all.
A.6	Action taken report: Library websites
A.6.1	1. The librarian informed all that there are many open access resources. Website links are included under the library resources tab, the library page will be updated daily, and the librarian explained how to download the files from the website. 2. Improving statistics of e-resources on a daily basis by the staff members.
A.7	Any other matters
A.7.1	1. Provision of e-resources may be made available to students and staff.


LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21


PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

	2. She asked the principal mam, Librarian to encourage and help the librarian and staff to publish at least 2 paper publications per year by all the members. 3. After a discussion among the library member, the items were granted enormously. 4. The librarian discussed how to increase the user statistics and staff.
The meeting ended at 11.45 a.m.	

The librarian thanked the Library committee members for spending time on this meeting in spite of a busy schedule and also appreciated members for giving their suggestions and thanked them for attending the meeting.


Librarian

LIBRARIAN
Aiman College of Arts and
Science for Women, Trichy-21


Principal

PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMA Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Members:

- | | | |
|-----------------------------|---|-----------------------------|
| 1. Dr.B.Vani | - | Principal |
| 2. Dr.M.Munafur Hussaina | - | Vice Principal & Head of CS |
| 3. Mrs.B.Fahameda Thabeseem | - | Vice Principal & Head of CA |
| 4. Dr.S.Kanagasundari | - | Librarian |
| 5. Dr. S.Malathi | - | Head of Mathematics |
| 6. Dr.K.Sumathy | - | Head of English |
| 7. Dr.N.Five rose | - | Head of BBA |
| 8. Mrs.G.Revathi | - | Head of B.Com |
| 9. Dr.K.Kalpana | - | Head of B.Com (CA) |
| 10. Ms.K.Nandhini | - | Incharge of AFT |
| 11. Mrs. Jasmin Uhanitha | - | Head of FSM&D |
| 12. Ms.T.Nasreen Banu | - | Incharge of Physics |
| 13. Dr.S.Sathiya | - | Head of Tamil |
| 14. Mrs.Shajidha Banu | - | Head of Arabic |
| 15. Ms.M.Zulaikha Beevi | - | Incharge of Psychology |
| 16. Dr.Priya | - | Head of Physical Education |

Librarian

LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21

Principal

PRINCIPAL

**AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021**



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

ACTIVITY PHOTOS



Library Committee Started: Prayer



Librarian Discussed Previous Committee meet



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMA Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021



Vice Principal Mam- Explained few Points



Librarian discussed the all agenda

Staff Comments


Librarian

LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21


Principal

PRINCIPAL

**AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021**



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001: 2015 Certified Institutions

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Library Committee Meeting Notice

Ref: LIB/2023-2024/EVE/002

03.01.24

Venue: Principal Cabin

Dear Professor,

Greetings. There will be a Library Committee Meeting at our Library on 04.01.24 (Thursday) at 10.30 a.m.

Agenda

1. Confirmation of the minutes of last meeting held on 22.11.23 (Wednesday)
2. Certificate of Library and Information Science – Course (CLIS)
3. Discussion on Book-Bank Scheme
4. Seminar program for students and staff members
5. Discussion on Newspapers.
6. Library websites
7. Any other Matters.

You are invited to attend the meeting and to give valuable suggestions.


31/1/24
Librarian

LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21


31/1/24

Principal
PRINCIPAL

**AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021**



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001: 2015 Certified Institutions

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Members Present:

- | | | |
|-----------------------------|---|---|
| 1. Dr.B.Vani | - | Principal |
| 2. Dr.M.Munafur Hussaina | - | Vice Principal & Head of CS <i>M. Munafur Hussaina</i> 4/1/24 |
| 3. Mrs.B.Fahameda Thabeseem | - | Vice Principal & Head of CA <i>B. Fahameda Thabeseem</i> 04/01/2024 |
| 4. Dr.S.Kanagasundari | - | Librarian <i>S. Kanagasundari</i> |
| 5. Dr.S.Malathy | - | Head of Mathematics <i>S. Malathy</i> 4/1/24 |
| 6. Dr.K.Sumathy | - | Head of English |
| 7. Dr.N.Five Rose | - | Head of BBA <i>N. Five Rose</i> 4/1/24 |
| 8. Mrs.G.Revathi | - | Head of B.Com <i>G. Revathi</i> 4/1/24 |
| 9. Dr.K.Kalpana | - | Head of B.Com (CA) <i>K. Kalpana</i> 4/1/24 |
| 10. Ms.K.Nandhini | - | Incharge of AFT <i>K. Nandhini</i> 4/1/24 |
| 11. Mrs.M.Jasmin Uhanitha | - | Head of FSM&D <i>M. Jasmin Uhanitha</i> |
| 12. Mrs. ShajidhaBanu .M | - | Head of Arabic <i>M. Shajidha Banu</i> |
| 13. Dr. S.Sathya | - | Head of Tamil <i>S. Sathya</i> |
| 14. Ms.T.Nasreen Banu | - | Incharge of Physics <i>T. Nasreen Banu</i> |
| 15. Ms.M. Zulaikha Beevi | - | Incharge of Psychology <i>M. Zulaikha Beevi</i> |
| 16. Dr.T.Priya | - | Head of Physical Director |

S. Kanagasundari
Librarian

S. Kanagasundari
Principal

PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

AIMAN COLLEGE LIBRARY

MINUTES OF THE LIBRARY COMMITTEE

Date : 4th January, 2024

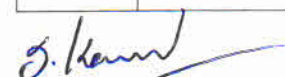
Time : 10.30 a.m

Venue : Principal Cabin, Aiman college of Arts and Science for Women, Trichy.

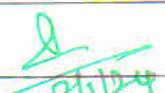
A list of the members who attended the meeting of the library committee and those who sought leave of absence is appended.

The principal mam welcomed the members to the meeting of the library committee of the AIMAN library and instructed the member secretary to proceed with the agenda.

A.	Action Taken Report : Discussion items
A.1	Confirmation of minutes of the last meeting held on 22.11.2023(Wednesday)
	Resolution - Last Meeting of the Library committee was held on 22/11/2023 at the Librarian's cabin. Minutes of such a meeting were read by a librarian, and discussions made among the members and confirmed by the President of the committee.
A.2.	Action taken report: Certificate of Library and Information Science – Course (CLIS) Certificate Course
A.2.1	In this meeting, all the committee members attended and discussed the implementation of the (CLIS) certificate course. She asked the principal madam, librarian, about introducing a certificate course to the students and using the students' benefit.
A.3	Action taken report: Discussion on Book-Bank Scheme


LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21


PRINCIPAL
**AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN**
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMA Education & Welfare Society)

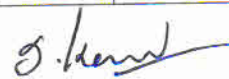
Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

A.3.1	Resolution –Our library has earmarked 1000 books for a book bank scheme. The librarian asked teachers to tell the students to take advantage of this scheme for students from below the income group. Through this scheme, a whole set of books is provided on payment of Rs.20/-as deposit to students for one academic year. The committee agrees with the librarian about the purchasing of books and sanctioned.
A.4	Action taken report: Seminar program for students and staff members
A.4.1	1. The committee members told the librarian to arrange a seminar program for faculty members, ending/starting. 2. The Principal asked the librarian to arrange or attend at least two FDP Programs/Seminar/Conference Programs per year. 3. Creating awareness of a funding agency by an expert person.
A.5	Action taken report: Discussion on Newspapers.
A.5.1	Resolution-Daily Newspapers are subscribed for recent news and references. Our library subscribes seven newspapers for the benefit of all.
A.6	Action taken report: Library websites
A.6.1	1. The librarian informed all that there are many open access resources. Website links are included under the library resources tab, the library page will be updated daily, and the librarian explained how to download the files from the website. 2. Improving statistics of e-resources on a daily basis by the staff members.
A.7	Any other matters
A.7.1	1. Provision of e-resources may be made available to students and staff.


LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21


PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

	2. She asked the principal mam, Librarian to encourage and help the librarian and staff to publish at least 2 paper publications per year by all the members. 3. After a discussion among the library member, the items were granted enormously. 4. The librarian discussed how to increase the user statistics and staff.
The meeting ended at 11.45 a.m.	

The librarian thanked the Library committee members for spending time on this meeting in spite of a busy schedule and also appreciated members for giving their suggestions and thanked them for attending the meeting.

Librarian

LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21

Principal

PRINCIPAL

**AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021**



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

Members:

- | | | |
|-----------------------------|---|-----------------------------|
| 1. Dr.B.Vani | - | Principal |
| 2. Dr.M.Munafur Hussaina | - | Vice Principal & Head of CS |
| 3. Mrs.B.Fahameda Thabeseem | - | Vice Principal & Head of CA |
| 4. Dr.S.Kanagasundari | - | Librarian |
| 5. Dr. S.Malathi | - | Head of Mathematics |
| 6. Dr.K.Sumathy | - | Head of English |
| 7. Dr.N.Five rose | - | Head of BBA |
| 8. Mrs.G.Revathi | - | Head of B.Com |
| 9. Dr.K.Kalpana | - | Head of B.Com (CA) |
| 10. Ms.K.Nandhini | - | Incharge of AFT |
| 11. Mrs. Jasmin Uhanitha | - | Head of FSM&D |
| 12. Ms.T.Nasreen Banu | - | Incharge of Physics |
| 13. Dr.S.Sathiya | - | Head of Tamil |
| 14. Mrs.Shajidha Banu | - | Head of Arabic |
| 15. Ms.M.Zulaikha Beevi | - | Incharge of Psychology |
| 16. Dr.Priya | - | Head of Physical Education |

Librarian

LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21

Principal

PRINCIPAL

**AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021**



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN

(Sponsored by AIMAAN Education & Welfare Society)

Affiliated to Bharathidasan University

ISO 9001:2015 Certified Institution

Recognized by UGC under Section 2(f) & 12 (B)

K.Sathanur, Tiruchirappalli-620 021

ACTIVITY PHOTOS



Library Committee Started: Prayer



Librarian Discussed Previous Committee meet



AIMAN COLLEGE OF ARTS & SCIENCE FOR WOMEN
(Sponsored by AIMAN Education & Welfare Society)
Affiliated to Bharathidasan University
ISO 9001:2015 Certified Institution
Recognized by UGC under Section 2(f) & 12 (B)
K.Sathanur, Tiruchirappalli-620 021



Vice Principal Mam- Explained few Points



Librarian discussed the all agenda

Staff Comments


Librarian

LIBRARIAN

Aiman College of Arts and
Science for Women, Trichy-21


Principal

PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
TIRUCHIRAPPALLI-620 021