



AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN

(Sponsored by AIMAAN EDUCATION AND WELFARE SOCIETY)

Affiliated to Bharathidasan University

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

ISO 9001: 2015 Certified Institution

K.Sathanur, Tiruchirappalli-620 021.

Library Committee Meeting Notice

Circular

Ref: LIB/2024-2025/ODD/007

Date: 23.10.24

Venue: Principal Cabin

Dear HOD's,

Greetings. There will be a Library Committee Meeting at Principal Cabin on 28.10.24 (Monday) at 1.30 p.m.

Agenda

1. Confirmation of the minutes of last meeting held on 05.07.24 (Friday)
2. Library Week
3. Discussion on Book – Bank Scheme
4. Workshop/FDP
5. Discussion on Newspapers
6. User Statistics
7. Library Hour
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

AIMAN COLLEGE OF ARTS AND
SCIENCE FOR WOMEN,
TIRUCHIRAPPALLI-620 021



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MEMBERS

- | | | |
|-----------------------------|---|---|
| 1. Dr.M.Munafur Hussaina | - | Principal i/c & Head of CS |
| 2. Mrs.B.Fahameda Thabeseem | - | Vice Principal & Head of CA <i>B. Fahameda Thabeseem 28/10/24</i> |
| 3. Dr.S.Kanagasundari | - | Librarian <i>S. Kanagasundari</i> |
| 4. Mrs. C. Priya | - | Head of Mathematics <i>Ch. Priya</i> |
| 5. Dr.K.Sumathy | - | Head of English <i>K. Sumathy</i> |
| 6. Dr. N. Five rose | - | Head of BBA <i>N. Five rose</i> |
| 7. Mrs. G. Revathi | - | Head of B.Com <i>G. Revathi</i> |
| 8. Dr. K. Kalpana | - | Head of B.Com (CA) <i>K. Kalpana</i> |
| 9. Ms. K. Nandhini | - | Incharge of AFT <i>K. Nandhini</i> |
| 10. Mrs. Jasmin Uhanitha | - | Head of FSM&D <i>Jasmin Uhanitha</i> |
| 11. Ms. T. Nasreen Banu | - | Incharge of Physics <i>T. Nasreen Banu</i> |
| 12. Dr. S. Sathiya | - | Head of Tamil <i>S. Sathiya</i> |
| 13. Mrs.Shajidha Banu .M | - | Head of Arabic <i>M. Shajidha Banu</i> |
| 14. Ms.M.Zulaikha Beevi | - | Incharge of Psychology <i>M. Zulaikha Beevi</i> |
| 15. Dr.T. Priya | - | Head of Physical Education <i>T. Priya</i> |

S. Kanagasundari
Librarian

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

M. Munafur Hussaina
Principal *28/10/24*

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CENTRAL LIBRARY

MINUTES OF THE LIBRARY COMMITTEE

Date : 28th October, 2024

Time : 01.30 p.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 i/c 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 05.07.2024 (Friday)
	Resolution - Last Meeting of the Library committee was held on 05/07/2024 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: 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 to 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 a book bank scheme. The librarian asked teachers to tell the students to take advantage of this scheme for



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	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: Workshop/FDP
A.4.1	1. The committee members told the librarian to arrange training program for faculty members, during semester ending/starting. 2. The Principal asked he librarian to arrange at least two Workshop/FDP Programs per year. 3. Creating awareness on 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: User Statistics
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	Action taken report: Library Hour
A.7.1	The librarian asked all the staff member to mention at least one class as a library class in the time table.
A.8	Any other matters
A.8.1	1. We discussed publishing at least two books a year. 2. Encouraging students to buy more books for competitive exams. 3. 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.



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	4. After a discussion among the library member, the items were granted enormously.
	5. The librarian discussed how to increase the user statistics and staff.
The meeting ended at 2.30 p.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

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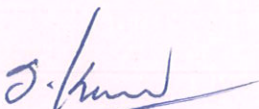
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ACTIVITY PHOTOS



Librarian Discussed Previous Committee meet

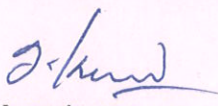


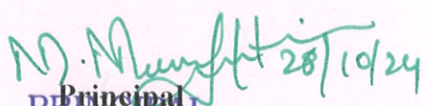
Vice Principal Mam- Explained few Points



Librarian discussed the all agenda

Staff Comments


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