



AIMAN COLLEGE OF ARTS AND SCIENCE FOR WOMEN
(Sponsored by AIMAN 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

Ref: LIB/2024-2025/ODD/004

Date: 27.06.24

Venue: Principal Cabin

Dear HOD's,

Greetings. There will be a Library Committee Meeting at our Library on 05.07.24 (Wednesday) at 11.30 a.m.

Agenda

1. Confirmation of the minutes of last meeting held on 04.01.24 (Thursday)
2. Certificate of Library and Information Science – course (CLIS)
3. Discussion on Book – Bank Scheme
4. Librarian Day Celebration
5. Discussion on Newspapers
6. Library Website
7. Library Tour
8. Library Hour
9. 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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K.Sathanur, Tiruchirappalli-620 02.

MEMBERS

1. Dr.B.Vani	-	Principal	<i>B. Vani</i>
2. Dr.M.Munafur Hussaina	-	Vice Principal & Head of CS	<i>M. Munafur Hussaina</i>
3. Mrs.B.Fahameda Thabeseem	-	Vice Principal & Head of CA	<i>B. Fahameda Thabeseem</i> 09/07/2024
4. Dr.S.Kanagasundari	-	Librarian	<i>S. Kanagasundari</i>
5. Mrs. C. Priya	-	Head of Mathematics	<i>C. Priya</i>
6. Dr.K.Sumathy	-	Head of English	<i>K. Sumathy</i>
7. Dr. N. Five rose	-	Head of BBA	<i>N. Five rose</i>
8. Mrs. G. Revathi	-	Head of B.Com	<i>G. Revathi</i>
9. Dr. K. Kalpana	-	Head of B.Com (CA)	<i>K. Kalpana</i>
10. Ms. K. Nandhini	-	Incharge of AFT	<i>K. Nandhini</i>
11. Mrs. Jasmin Uhanitha	-	Head of FSM&D	<i>Jasmin Uhanitha</i>
12. Ms. T. Nasreen Banu	-	Incharge of Physics	<i>T. Nasreen Banu</i>
13. Dr. S. Sathiya	-	Head of Tamil	<i>S. Sathiya</i>
14. Mrs.Shajidha Banu .M	-	Head of Arabic	<i>M. Shajidha Banu</i>
15. Ms.M.Zulaikha Beevi	-	Incharge of Psychology	<i>M. Zulaikha Beevi</i>
16. Dr.Priya .T	-	Head of Physical Education	<i>P. Priya</i>

S. Kanagasundari
Librarian

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B. Vani
Principal

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CENTRAL LIBRARY

MINUTES OF THE LIBRARY COMMITTEE

Date : 5th JULY, 2024

Time : 10.30 a.m

Venue : Principal Cabin, AIMA 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 04.01.2024 (Wednesday)
	Resolution - Last Meeting of the Library committee was held on 04/01/2024 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: Certificate of Library and Information Science – Course (CLIS) Certificate Course
A.2.1	In this meeting, all the committee members attended and discussed the CLIS certificate course. Librarian Dr. S. Kanagasundari clearly explained the applications of CLIS Course class, how to get employment easily by studying that class and where to get a job. The librarian asked the HODs to take advantage of



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	this opportunity to learn and address the students.
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 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: Librarian's Day Celebration
A.4.1	Dr.S.Kanagasundari requested that the college library should conduct a librarian's Day when the country celebrates 132 nd birth anniversary of the father of library. It was resolved that a librarian's day will be conducted from 12 th August, 2024 for one day.
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



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A.7.1	1. Provision of e-resources may be made available to students and staff. 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

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Members:

- | | | |
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| 3. Mrs.B.Fahameda Thabeseem | - | Vice Principal & Head of CA |
| 4. Dr.S.Kanagasundari | - | Librarian |
| 5. Dr. C. Priya | - | Head of Mathematics |
| 6. Dr.K.Sumathy | - | Head of English |
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ACTIVITY PHOTOS



Library Committee Started: Prayer



Librarian Discussed Previous Committee meet



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Vice Principal Mam- Explained few Points



Librarian discussed the all agenda



Staff Comments


Librarian

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