



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

10.07.20

Venue: Library

Dear Professor,

Greetings. There will be a Library Committee Meeting at our Library on 15.07.20
(Wednesday) at 10.00 a.m.

Agenda

1. Confirmation of the minutes
2. Journals Rack Purchased
3. Orientation Programme
4. Subscription of Printed journals
5. Any other matter

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

Librarian

Principal
PRINCIPAL
AIMAN COLLEGE OF ARTS &
SCIENCE FOR WOMEN
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Members Present:

- | | | |
|----------------------------|---|-----------------------------|
| 1. Dr.Suhashini Erest | - | Principal & Head of Physics |
| 2. Mrs.B.FahamedaThabeseem | - | Vice Principal &Head of CA |
| 3. Mrs. S.Jancy | - | Librarian |
| 4. Dr.M.MunafurHussaina | - | Head of CS |
| 5. Mrs.C.Priya | - | Head of Mathematics |
| 6. Mrs.M.Prabavathi | - | Head of English |
| 7. Mrs.M.Jahitha Begum | - | Head of BBA |
| 8. Mrs.G.Revathi | - | Head of B.Com |
| 9. Mrs.M.Ponmani | - | Head of AFT |
| 10. Mrs.M.JasminUhanitha | - | Head of N&D |
| 11. Mrs. ShajidhaBanu | - | Head of Arabic |
| 12. Dr. S.Sathya | - | Head of Tamil |

Librarian

Principal

PRINCIPAL

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Minutes of the Library Committee

Date : 15th July, 2020

Time : 10.00 a.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 a 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 2020 were confirmed by the members after a discussion
A.2.	Action taken report: Journals Rack Purchased
A.2.1	The committee approved to purchase of journal racks and advised to verify the architecture department. Action: Action is being taken to purchase journal racks as provided budget estimate.
A.3	Action taken report: Orientation Programme
A.3.1	Library orientation sessions were conducted for all UG and PG students in July 2020. Students from the fresher section also visited the library during the period.
A.4	Action taken report: Subscription of Printed journals
A.4.1	The committee approved to purchase of journals or departments and also suggested purchasing journals for computer science, nutrition dietetics and commerce.
A.5	Any other matters
A.5.1	Mrs S.Jancy requested that the college library should conduct a librarian's day when the country celebrates the birth anniversary of the father of the library. It was resolved that a librarian's day will be conducted from 9 th August 2020 for one month.
The meeting ended at 10.45 a.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 2020-2021, under the Chairperson of the Principal of the AIMAN College of Arts and Science for women with the following representatives as members.

Librarian

Principal
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