



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Key Indicator - 4.2 Library as a Learning Resource

4.2.1 Library is automated with digital facilities using integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Minutes of the Library Committee

YEAR	
2023 – 2024	CLICK HERE
2022 – 2023	CLICK HERE
2021 – 2022	CLICK HERE
2020 – 2021	CLICK HERE
2019 – 2020	CLICK HERE



2023 – 2024

CAUVERY COLLEGE FOR WOMEN, TRICHY -18,
CENTRAL LIBRARY

Date : 07.09.2023


CIRCULAR


The Library Advisory Committee meets today to discuss the library movement and developing the activities of the library. The members to be present are the Principal, Vice - Principals, Deans of Arts, Science, Alumni, Heads of Department and the members of the Library Advisory Committee.

- Date and Time : 09.09.2023 (Satur day), 10.00am
- Place and venue : A Block- II Floor

Agenda :

- Budget Allocation for this academic year overall departments 9,00,000
- Last academic year we spent the amount for books & Journals purchase overall 2022-2023- 5,99,470 (Books – 3,54,101 and Journals – 2,45,369)
- Acquisition of Journals
- Conducted the E-Resources Usage and NLIST , DELNET account activation for PG students
- Updated the Webpage – E- resources, Library Policy, Open Access and Best Utilizer award and etc.,
- Book Exhibition finished year of 2023
- Turnitin- Plagiarism Software Renewal for this year 2023


(LIBRARY)





CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Date : 09.09.2023
Day : Saturday
Time : 10.00am
Venue : A-Block - II Floor.

Members Present :
Principal, Vice-Principals,
Deans of Arts, Science, Kumar, Heads of
the Department, Library Committee members.

Agenda :

- Budget Allocation for this academic year overall departments 9,00,000
- Last academic year we spent the amount for books & journals purchased overall 2022-2023 : 5,99,470
(Books - 3,54,101) and (Journals - 2,45,369)
- Acquisition of Journals
- Conducted the E-Resources Usage Nlist, Delnet account activation for PG Students.
- Updated The webpage E-Resources, Library Policy, Open Access and Best Utilizer award and etc.,
- Book Exhibition finished year of 2023.
- Turnitin. Plagiarism Software renewal for this year 2023.
- User Orientation course conducted by every academic year.
- All the data and report to be maintained the library Register files.



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Discussion :

- Every year each Department spent Their Budget Allocations & submit the bill copy to the library.
- Academic year 2022 - 2023 we spent the amount for Books & Journals purchase 5,99,470.
- Acquisition of journals every year renewal the subscription for all the departments. totally we spent the amount of 2022 - 2023 journals - 2,45,369.
- Book Exhibition finished year of 2023. We discussed about coming year of 2024 for Book Exhibition.
- Foot fall for students 350 + and staff members 50 + per day visit in the library 450 + above.
- Conducted The E-Resources Usage and Nlist, Delnet account activation for Final year of PG students.



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

• N list user account renewal for all the department staff members, and updated user information also.

• Provide ILL library service.

• Updated the webpage E-Resources, library Policy, Open Access and Best Utiliser award etc.,

• Digital library - Additionally added the systems with net facility

• Turnitin Plagiarism Software Renewal for this year 2023. Checking Primary sources including students Project also.

• We uploading full text books, Newspaper clipping, Question Bank and Project Thesis, Rare Books collection convert digital for uploading data in Dspace.

• Conducted orientation programme for every year UG and PG all first year students.



CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS)

NAAC Accreditation III Cycle : A Grade (CGPA 3.41 out of 4)

Tiruchirappalli - 620018, Tamil Nadu, India

NAAC - Cycle IV SSR

CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Department	Name of the members	Signature	Members Present Department	Name of the members	Signature
Principal	Dr. V. Sujatha	<i>V. Sujatha</i> 9/9/23	Physics HOD	Dr. G. Maheswari	<i>S. L. G.</i> 09/09/23
Vice - Principal	Dr. S. Ramalakshmi	<i>S. Ramalakshmi</i> 9/9/23	CA "	Dr. R. Merlin Packian	<i>R. Merlin Packian</i> 9/9/23
Vice - Principal	Dr. S. Shameen	<i>S. Shameen</i> 09/09/23	ES "	Dr. V. Sinthu Janita	<i>V. Sinthu Janita</i> 9/9/23
Dean of Arts	Dr. N. Sarithri	<i>N Sarithri</i> 9/9/23	IT "	Dr. M. Poovaras	<i>M. Poovaras</i> 9/9/23
Dean of Science	Dr. V. Sinthu Janita	<i>V. Sinthu Janita</i> 9/9/23	Chemistry "	Dr. P. Pungayee Alias Anantham	<i>P. Pungayee</i> 9/9/23
Dean of Alumina	Dr. G. Kanaga	<i>G. Kanaga</i> 9/9/23	Microbiology "	Dr. B. Tamilmariselvi	<i>B. Tamilmariselvi</i> 9/9/23
Controller of Examination	V. Ramya	<i>V. Ramya</i> 9/9/23	Bio-Tech "	Dr. R. Rameshwari	<i>R. Rameshwari</i> 9/9/23
Deputy COE	Dr. N. Biva Priya	<i>N. Biva Priya</i> 9/9/23	PSM & ND "	Dr. B. Tharuja	<i>B. Tharuja</i> 9/9/23
Dept. of Tamil HOD	Dr. S. Ramalakshmi	<i>S. Ramalakshmi</i> 9/9/23	PD	Dr. B. Baby Shakila	<i>B. Baby Shakila</i> 9/9/23
English U4 "	Dr. S. Jayashree Agarwal	<i>S. Jayashree</i> 9/9/23			
English PG "	Dr. P. Umilla	<i>P. Umilla</i> 9/9/23			
Social work "	Dr. G. Mathia	<i>G. Mathia</i> 9/9/23			
Commerce "	Dr. N. Sarithri	<i>N Sarithri</i> 9/9/23			
BBA "	Dr. B. Tamilselvi	<i>B. Tamilselvi</i> 9/9/23			
Maths "	Dr. S. Premalatha	<i>S. Premalatha</i> 9/9/23			



CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY-18

CENTRAL LIBRARY

Date: 27.03.2024

CIRCULAR

The Library Advisory Committee meets to discuss the library movement and developing the activities of the library. The members to be present are the Principal, Vice- Principals, Dean of Arts, Science, Alumni, Heads of the Department and the members of the Library Advisory Committee.


Date and Time: 28.03.2024 (Thursday), 03.00 pm

Place and venue: A- Block, II Floor

Agenda:

- Budget Allocation
- Acquisition of Journals
- E-Resources Usage NLIST, DELNET, British Council – To increase the user statistic and account activation for staff and students in the year 2024.
- Conduct the Book Exhibition- Various vendors to be participating
- Visually challenged person Access E- Resource – NVDA(Non visual Desktop Access)
- Book Review – Collecting the data from students and Staff members
- Maintaining stock verification records annually
- User orientation Course conducted by every academic year
- All the data and Report to be maintained the Library Register and files


(LIBRARY)


27-3-24



Library Advisory Committee meeting held on 28.03.2024, Thursday Time 3.00pm

Date : 28.03.2024

Day : Thursday

Time : 03.00pm

Venue : A Block - II Floor

Members Present :

Principal, vice - Principal, Dean of Arts, Science, Alumni, COE, Heads of the Departments and library committee members.

Agenda

- Budget Allocation
- Acquisition of Journals
- E-Resources Usage NLIST, DELNET, British council to increase the user statistic and account activation for staff and students in The year 2024



- Discussion
- conduct The book Exhibition - Various vendors to be participating
 - Visually challenged person Access E-Resource - NVDA (Non Visual Desktop Access)
 - Book Review - collecting The data from students and staff members
 - Maintaining stock verification records annually
 - User orientation course conducted by every academic year.
 - All the data and report to be maintained the library registers & files.
 - The academic year 2024-2025 we allot the budget allocation for purchase books - 7,00,000 Journals - 3,00,000.



Discussion :

Every year we allot the budget amount for all discipline wise, their spend the budget amount, submitted the bill copy library & office, Academic year we allot the budget overall 10,00,000.

Receiving journals every year renews the subscription. we spent a total of 2,45,294 - 2024. purchased journals amount.

Staff and students should use the Nlist, Delnet, British council - user individual account. Staff should increase user access to E-Resources, E-journal, E-Book, other data base, Rare Books collections and etc.,

To contact the Book Exhibition is approached by a variety of vendors with new arrivals in every field to make their budget selection Books.



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MINUTES OF THE LIBRARY COMMITTEE

Library committee meeting record

- NVDA - Non Visual Desktop Access library provide, visually abled person individuals can access E-Resources and online materials with screen Reader & speech software facilities.
- Book Review - Having books reviewed by the staff and students during library hours is a fantastic way to engage the school community in the literary process.
- Library conducting annual stock verification is essential for ensuring accuracy in inventory book records and identifying any dislocation or damaged that need to be addressed.
- Orientation course conducted by every academic year.
- All the data and report to be maintained the library Register and files.



CRITERION IV




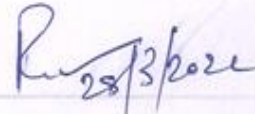
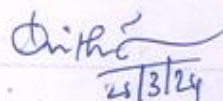
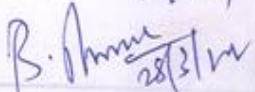
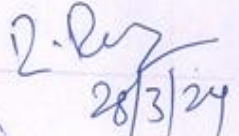
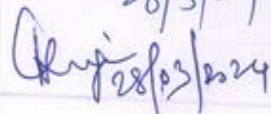
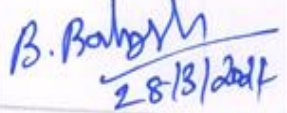
MINUTES OF THE LIBRARY COMMITTEE

Members Present Department	Name of The members	Signature
Principal	Dr. V. Sujatha	<i>[Signature]</i> 28/3/24
vice - Principal	Dr. S. Ramalakshmi	<i>[Signature]</i> 28/3/24
vice - Principal	Dr. S. Shameem	<i>[Signature]</i> 28/3/24
Dean of Arts	Dr. N. Sarithri	<i>[Signature]</i> 28/3/24
Dean of Science	Dr. V. Sinthu Janita	<i>[Signature]</i> 28/3/24
Dean of Aluminae	Dr. G. Kanaga	<i>[Signature]</i> 28/3/24
Controller of Examination	V. Ramya	<i>[Signature]</i> 28/3/24
Deputy COE	Dr. N. Sivapriya	<i>[Signature]</i> 28/3/24
Dept. of Tamil HoD	Dr. S. Ramalakshmi	<i>[Signature]</i> 28/3/24
English UG	Dr. S. Jayashree Agarwal	<i>[Signature]</i> 28/3/24
English PG	Dr. P. Urmila	<i>[Signature]</i> 28/3/24
Social Work	Dr. G. Metilda	<i>[Signature]</i> 28/3/24
Commerce	Dr. N. Sarithri	<i>[Signature]</i> 28/3/24
BBA	Dr. J. Tamilselvi	<i>[Signature]</i> 28/3/24
Maths	Dr. S. Premalatha	<i>[Signature]</i> 28/3/24



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Members Present Department	Name of The Members	Signature
Physics HOD	Dr. G. Maheswari	 28/3/24
CA	Dr. R. Merlin Packiam	 28/3/24
CS	N. Girubagari	 28/3/24
IT	Dr. M. Parveen	 28/3/2024
Chemistry	Dr. P. Pungayee Alias Amirtham	 28/3/24
Microbiology	Dr. B. Tamilmaraisevi	 28/3/24
Bio-Tech	Dr. R. Rameshwari	 28/3/24
FSM & ND	Dr. B. Thanuja	 28/3/2024
P.D	Dr. B. Baby Shakila	 28/3/2024



2022 -2023

CAUVERY COLLEGE FOR WOMEN, TRICHY-18

CENTRAL LIBRARY

Date: 20.10.2022

CIRCULAR

The Library Advisory Committee meets to discuss the library movement and developing the activities of the library. The members to be present are the Principal, Vice- Principals, Dean of Arts, Science, Alumni, Heads of the Department and the members of the Library Advisory Committee.

Date and Time: 21.10.2022 (Tuesday), 11.00 am

Place and venue: A- Block, II Floor

Agenda:

- Budget Allocation
- Acquisition of Journals
- Access Turnitin plagiarism detection Tool and Grammarly software
- Increasing users of E- Resources, Specially UG and PG final year students
- Acquisition of books & E- Books
- Delnet and N List Account activated for all the Staff members access through 24/7
- Increasing user
- User orientation Course conducted by every academic year
- All the data and Report to be maintained the Library Register and files



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory Committee meeting held on 21.10.2022 (Tuesday) Time 11.00 am.

Date : 21.10.2022
 Day : Tuesday
 Time : 11.00 am
 Venue : A Block - II floor.

Members Present :

Principal, Vice-Principal,
 Dean of Arts, Science, Alumni, COE,
 Heads of the Departments, Library
 Committee members.

Agenda:

1. Budget Allocation
2. Acquisition of Journals
3. Access Turnitin plagiarism detection tool and grammarly software
4. Increasing users of E-Resources, specially U4 and P4 final year students.

5. Acquisition of Books & E-Books
6. Delnet and nlist account activated for all the staff members access through 24/7
7. Increasing user.
8. User orientation course conducted by every academic year
9. All The data and report to be maintained the library Register and files.

Discussion:

- Every year, each department spent their budget Allocation & submit the bill copy to library.
- Acquisition of Journals every year renewal the subscription. (All the departments)



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Staff & students Access the Turnitin Anti-plagiarism software. we maintained the records of users and reports should be send through their mail ID.

Grammarly s/w accessing students and staff members, maintained the users report also.

Increasing N-list, Delnet, British council usage staff accounts, we are created the individually user account with password. All the staff members and PG final year students must be have a account to access the sources.

Library has conducted the final year PG students "How to access the E Resources our library" with US/and Pas. account for individually. library

provide the service for all the departments (staffs and students).

Maintain for stock verification every year, we are maintained the data department wise. General library collections of Books, Reference, Scopy-projects, CD's, Back volumes, Journals counting, magazine, & status of Issue / Return, Renewal and Binding also.

we are newly purchased membership for British council online /offline access 2022-2023. Online Access we have a username and password. offline mode we They provide (10 cards) for access the sources.

Acquisition of Books & E Books. planned for conduct the Book Exhibition for upcoming days. E-Books access for multidisciplinary wise



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory committee meeting held on		21.10.2022, Tuesday (Time: 11.00 am)
Members Present	Name of the Members	Signature
Principal	Dr. V. Sujatha	<i>[Signature]</i> 21.10.22
Vice-Principal	Dr. S. Ramalakshmi	<i>[Signature]</i> 21/10/22
Vice-Principal	Dr. S. Shameem	<i>[Signature]</i> 21.10.22
Dean of Arts	Dr. N. Savithri	<i>[Signature]</i> 21/10/22
Dean of Science	Dr. V. Srinthi Janita	<i>[Signature]</i> 21/10/22
Dean of Commerce	Dr. G. Kanaga	<i>[Signature]</i> 21/10/2022
Controller of Examination	V. Ramya	<i>[Signature]</i> 21/10/22
Deputy COE	Dr. N. Siva Priya	<i>[Signature]</i> 21/10/22
Dept. of Tamil HOD	Dr. S. Ramalakshmi	<i>[Signature]</i> 21/10/22
English U4	Dr. S. Jayashree	<i>[Signature]</i> 21/10/22
English P4	Dr. P. Umilla	<i>[Signature]</i> 21/10/22
Social work	Dr. G. Mettli	<i>[Signature]</i> 21/10/2022
Commerce	Dr. N. Savithri	<i>[Signature]</i> 21/10/22
BBA	Dr. G. Tamilselvi	<i>[Signature]</i> 21/10/22
Maths	Dr. S. Premalatha	<i>[Signature]</i> 21/10/22

Library maintained the schedule for Access staff members department wise. Library sources available for online mode also.

Every year library has selected the best utilizer award for students (U4/P4). This year library planned the award for staff members also.

Submitted your thesis work (Phd) whenever staff members done by research must be given for one copy (hard/softcopy) library.

Conducted orientation programme for every year (U4 and P4) First year students.

All the reports and data file maintained the library Registers and files.



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library ~~Advisory~~ Advisory committee meeting held on 21.10.22
Tuesday, 11.00 am.

Members Present Departmentwise	Name of the Members	Signature
Physics HOD	Dr. G. Maheswari	21/10/22
CA	Dr. R. Merlin Packiam	21/10/22
CS	Dr. V. Sinthu Janita	21/10/22
IT	Dr. M. Parveen	21/10/22
Chemistry	Dr. P. Pungayee Alias P. Amirtham	21/10/22
Microbiology	Dr. B. Tamil maraiselvi	21/10/22
Bio-tech	Dr. R. Rameshwari	21/10/22
FSM & NSI	B. Tanuja	21/10/22
PD	Dr. B. Baby Shakila	21/10/22
	Dr. P. Umesh	
	Dr. P. Mitha	
	Dr. N. Savitri	
	Dr. P. Tamilselvi	
	Dr. S. Premalatha	



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

CENTRAL LIBRARY

Date: 10.04.2023
11-4

CIRCULAR

The Library Advisory Committee meets to discuss the library movement and developing the activities of the library. The members to be present are the Principal, Vice- Principals, Dean of Arts, Science, Alumni, Heads of the Department and the members of the Library Advisory Committee.

Date and Time: 12.04.2023 (Wednesday), 11.00 am

Place and venue: A- Block, II Floor

Agenda:

- Budget Allocation
- Acquisition of Journals & E- Journals
- Conducted Book Exhibition- Various vendors participated this year
- Installed Webopac- Nirmal Automation Software - *webite- copy*
- Visually challenged person Access E- Resource - NVDA(Non visual Desktop Access)
- Access Turnitin plagiarism detection Tool and Grammarly software
- Delnet and N List Account renewed for this year 2023, all the Staff members access through 24/7
- Maintaining library time in both (library and language hour) All UG and PG students get internal scores out of 5.
- User orientation Course conducted by every academic year
- All the data and Report to be maintained the Library Register and files

(LIBRARY) *12-4-23*

Date : 12.04.2023
Day : Wednesday
Time : 11.00 am
Venue : A- Block, II Floor

Members Present :

Principal, Vice- Principal,
Dean of Arts, Science, Alumni, COE,
Heads of the Department, Library
Committee members.

Agenda :

1. Budget Allocation for every year Books & Journals, we spend the amount for Purchase.
2. Academic year 2023- 2024 we allot the Budget Allocation Books : 6,00,000 and Journals : 3,00,000
3. Acquisition of journals & E-Jols.
4. Conducted Book Exhibition -



Library Committee meeting held on 12.04.2023,
Wednesday, 11.00am.

Discussion :

- Every year each department spent their budget Allocations & submit the bill copy to the library.
- Aquisition of journals every year renewal the subscription (all depts) totally we spent the amount of last year purchased Books & Journals: 4,44,983
- We conducted the Book Exhibition on march 08.03.2023 to 09.03.2023.
- collections of Books (General, special, text books, Fiction & Non-Fiction, Awareness studies). Various Book vendors to participated.
- Staff & students access the turnitin Anti plagiarism software we maintain the records of users and reports should be sent through their mail ID.
- Grammarly software accessing students and staff members, maintain the users report also.
- Increasing N-list, Delnet, British council usage & staff accounts, we are created the individually user account with password.



All the staff members and PG final year students get the access with user account.

- Library has conducted the final year PG students "How to access the E-Resources our library" with us/pw. We maintained the feed back
- Maintain for stock verification in every year month of March. Data stored in Department. General Collections, Reference, etc copy, project, c D's, Back volumes, Journals, magazine. Status of issue/return, Renewal and Binding counting also countable.
- last year we purchased membership of British council Online /offline Access 2022-23 we have a us and pw serve to students and staff.
- we purchased the E-Books for Book Exhibition. Upcoming days we have to purchase to increase E-Books.
- Every year library selected the best utilizes award for students (UG, PG) This year we selected best for staff and prized.
- All the reports and data, files maintained the library Registers & files.



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory committee meeting held on 12.04.23

Members present Department wise	Name of the members	Signature
Principal	Dr. V. Sujatha	 12.4.23
Vice-Principal	Dr. S. Ramalakshmi	 12/4/23
Vice-Principal	Dr. S. Shameem	 12/4/23
Dean of Arts	Dr. N. Sarithri	 12/4/23
Dean of Science	Dr. V. Srinthi Janita	 12/4/23
Dean of Aluminae	Dr. G. Kanaga	 12/4/23
Controller of Examination	V. Ramya	 12/4/23
Deputy CoE	Dr. N. Siva Priya	 12/4/23
Dept. of Tamil HOD	Dr. S. Ramalakshmi	 12/4/23
English UG "	Dr. S. Jayashree Agarwal	 12/4/23
English PG "	Dr. P. Usmilla	 12/4/23
Social work "	Dr. G. Mettla	 12/04/23
Commerce "	Dr. N. Sarithri	 12/4/23
BB A "	Dr. J. Tamilselvi	 12/4/23
Maths "	Dr. S. Premalatha	 12/4/23



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

2023, Wednesday : 11.00am.

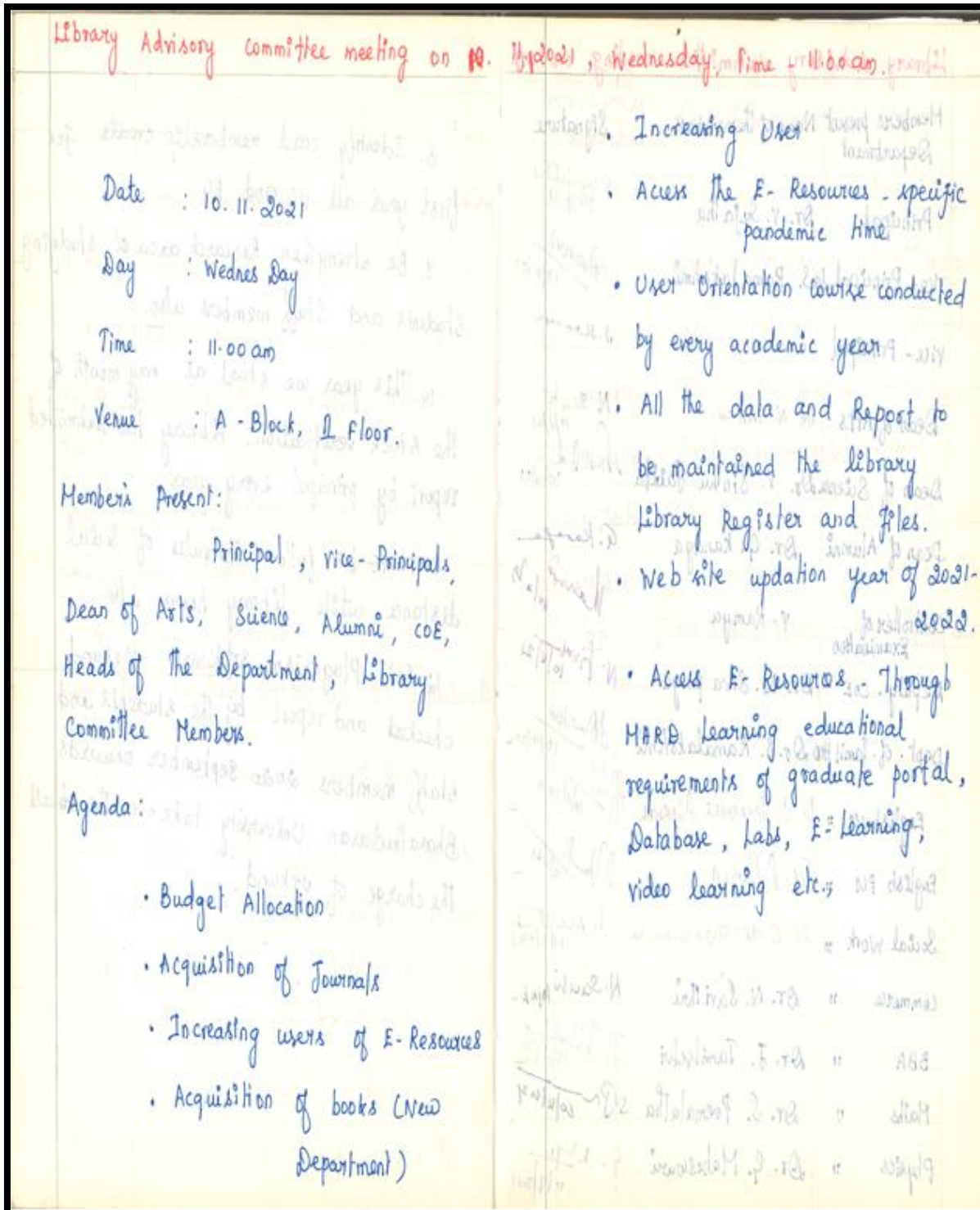
Members Present Departmentwise	Name of the members	Signature
Physics HOD	Dr. G. Maheswari	12/4/2023
CA	Dr. R. Merlin Packiam	12/4/23
CS	Dr. V. Sirthu Janita	12/4/23
IT	Dr. M. Parveen	12/4/2023
Chemistry	Dr. P. Pungayee Alias Amirtham	12/4/23
Microbiology	Dr. B. Tamidmaraiselvi	12/4/23
Bio-tech	Dr. Rameshwari	12/4/23
FSH N&D	Dr. B. Thanuja	12/4/23
PD	Dr. B. Baby Shalika	12/4/2023



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

2021 – 2022





CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Discussion on increasing the N-list users

Increasing the N-list users
 • Statistical, individually teaching staff members get the username and password

Accessing plagiarism software 'iThenticate' through Bharathidasan university mail - (Phd & Mphil) also.

- Phd plagphd@gmail.com
- Mphil plagmphil@gmail.com

teaching staff members to getting their thesis report within day via mail.

- Accessing E-Resource paid/unpaid open Access portal very useful for pandemic time.

Budget Allocation for each and every department to spend their amount for purchasing a new books for updated syllabus.

Journal Access every year

ending we renew the subscription year of 2020.

Every year conducted by orientation class for all first year (UG, PG)

All the data and Report to be maintained the library Register and files.

Website updation year of 2020.

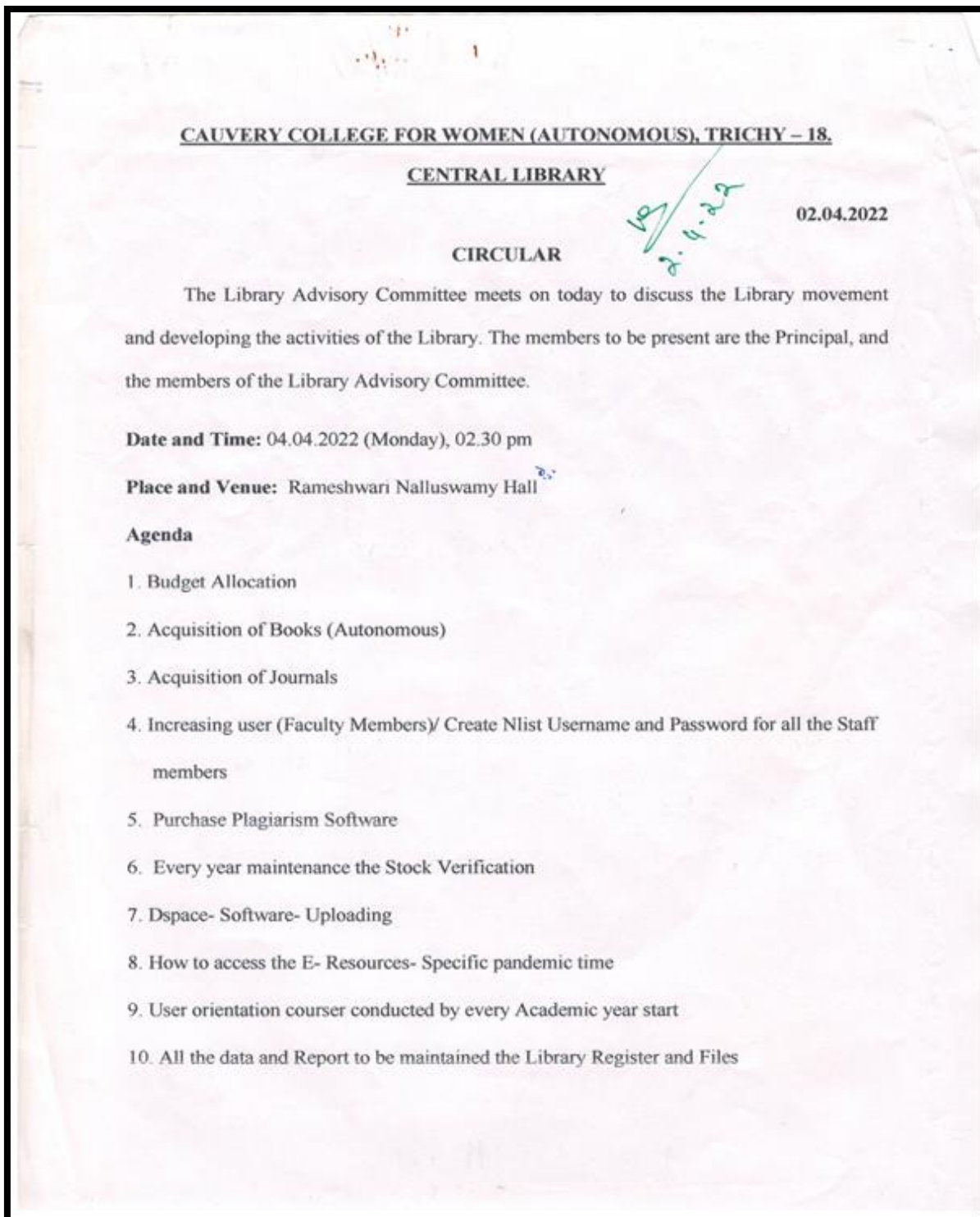
Access E-Resources through MHRD Learning educational requirements of graduate portal.



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory Committee meeting on 10.11.2021, day - wednesday, Time - 10 am.			Library Advisory Committee meeting on 10.11.2021, day - wednesday, Time - 10 am.		
Members present	Name of the members	Signature	Members present	Name of the members	Signature
Department			Department		
Principal	Dr. V. Sujatha	<i>[Signature]</i> 10/11/21	CA HOD	Dr. R. MERLIN PAKIOM	<i>[Signature]</i> 10/11/21
Vice-Principal	Dr. S. Ramalakshmi	<i>[Signature]</i> 10/11/21	CS	Dr. V. SINTHU JANITA	<i>[Signature]</i> 10/11/21
Vice-Principal	Dr. S. RAMAKRISHNA	<i>[Signature]</i> 10/11/21	IT	Dr. H. POORVENI	<i>[Signature]</i> 10/11/21
Dean of Arts	Dr. N. SATHI	<i>[Signature]</i> 10/11/21	Chemistry	Dr. P. PUNJAYEE ANAS AMATHAN	<i>[Signature]</i> 10/11/21
Dean of Science	Dr. V. SINTHU JANITA	<i>[Signature]</i> 10/11/21	Microbiology	Dr. B. THAMIMARASELVI	<i>[Signature]</i> 10/11/21
Dean of Alumni	Dr. G. KANAGA	<i>[Signature]</i> 10/11/21	Bio-tech	Dr. R. RAMESHWARI	<i>[Signature]</i> 10/11/21
Controller of Examinations	V. RAMYA	<i>[Signature]</i> 10/11/21	FSM & ND	Ms. B. THARUJA	<i>[Signature]</i> 10/11/21
Deputy. CoE	Dr. N. SIVA PRIYA	<i>[Signature]</i> 10/11/21	PD	Dr. B. BABY SHANTLA	<i>[Signature]</i> 10/11/21
Dept. of Tamil	Dr. S. RAMALAKSHMI	<i>[Signature]</i> 10/11/21			
English	Dr. S. JAYASREKA AGARWAL	<i>[Signature]</i> 10/11/21			
English	Dr. P. KANAKA	<i>[Signature]</i> 10/11/21			
Social Work	Dr. G. METTALA RAVANAM	<i>[Signature]</i> 10/11/21			
Commerce	Dr. N. SATHI	<i>[Signature]</i> 10/11/21			
BBA	Dr. J. THAMILSELVI	<i>[Signature]</i> 10/11/21			
Maths	Dr. S. PREMALATHA	<i>[Signature]</i> 10/11/21			
Physics	Dr. G. MAHESWARI	<i>[Signature]</i> 10/11/21			





CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory committee meeting held on 04-04-2022, day - Monday time : 2.30 pm.

Date : 04.04.2022
 Day : Monday
 Time : 2.30 pm
 Venue : Rameshwari Nalluswamy Hall

Members Present :

Principal, vice-Principal's
 Dean of Arts, Science, Alumni, coE,
 Heads of The Department, Library committee members.

Agenda :

1. Budget Allocation
2. Acquisition of Books (Autonomous)
3. Acquisition of Journals
4. Increasing user (Faculty Members) / Create Nlist username and password for all staff members.
5. Purchase Plagiarism software
6. Every year maintenance the stock verification
7. Dspace - softwares - Uploading
8. How to access the E-Resources - specific pandemic time.
9. User orientation courses conducted by every academic year start.
10. British council membership - Newly added.
11. All The data and report to be maintained the library Register and files.



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Discussion :

Each department spent their purchased amount of Budget Allocation.

Department purchased amount for newly added autonomous syllabus year of 2021 - 2022.

Acquisition of Journals every year renewal the subscription. Call the departments)

Increasing N-list usage staff accounts. Individually created the username and password. Activated of all the staff members account.

Delete & Nlist subscription of database (online service) for accessed the pandemic time also.

We have planned to purchase the software of plagiarism - checking

up coming days.

Maintenance for stock verification Each & every year. We are maintained data for every department wise, Dc copy, status of issue & return, Binding, De-access and U4, Pq Reference section also.

Newly added British Council membership for manual & Online access the sources period of one year 2022-2023

planning for celebration 'library day' library has select the best utilizer award for students & staff members also.

Submitted your thesis (Phd) work, wherever staff members done by Research must be given for one copy (hard & soft) copy for library.

conducted user orientation programme every year first year students (U4 & Pq)

Maintained All files and Registers



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory Committee meeting held on 04.04.2022, Monday time - 2.30 pm.

Members present Department	Name of the members	Signature	Members Present Department	Name of the members	Signature
Principal	Dr. V. Sujatha	V. Sujatha 4/4/22	Physics HOD	Dr. G. Maheswari	G. Maheswari 4/4/22
Vice-Principal	Dr. S. Ramalakshmi	S. Ramalakshmi 4/4/22	CA	Dr. R. Merlin Packiam	R. Merlin Packiam 4/4/22
Vice-Principal	Dr. S. Shameem	S. Shameem 4/4/22	CS	Dr. V. Sinthu Janita	V. Sinthu Janita 4/4/22
Dean of Arts	Dr. N. Savithri	N. Savithri 4/4/22	IT	Dr. M. Porveen	M. Porveen 4/4/22
Dean of Science	Dr. V. Sinthu Janita	V. Sinthu Janita 4/4/22	Chemistry	Dr. P. Pungayee Alias Amirtham	P. Pungayee Alias Amirtham 4/4/22
Dean of Aluminae	Dr. G. Kanaga	G. Kanaga 4/4/22	Microbiology	Dr. B. Thamilmarai selvi	B. Thamilmarai selvi 4/4/22
Controller of Examination	V. Ramya	V. Ramya 4/4/22	Bio-Tech	Dr. R. Rameshwari	R. Rameshwari 4/4/22
Deputy COE	Dr. N. Singa Priya	N. Singa Priya 4/4/22	FSM & ND	B. Thanuja	B. Thanuja 4/4/22
Dept. of Tamil HOD	Dr. S. Ramalakshmi	S. Ramalakshmi 4/4/22	PD	Dr. B. Baby Shakila	B. Baby Shakila 4/4/22
English UG	Dr. S. Jayakhee Agarwal	S. Jayakhee Agarwal 4/4/22			
English Pg	Dr. P. Umilla	P. Umilla 4/4/22			
Socialwork	Dr. G. Metlia	G. Metlia 4/4/22			
Commerce	Dr. N. Savithri	N. Savithri 4/4/22			
BBA	Dr. G. Thamilselvi	G. Thamilselvi 4/4/22			
Maths	Dr. S. Premalatha	S. Premalatha 4/4/22			



2020 - 2021

Library Advisory Committee meeting on 11.06.2020
Thursday

Date: 11.06.2020
Day: Thursday
Time: 10.30 am
Venue: Library - New Block, 2nd floor

Members Present: Principal, Vice-Principal,
Dean of Arts, Dean of Science,
Dean of Alumni, Heads of the
Department and Library
Committee Members

Agenda:

1. Budget allocation
2. Acquisition of Books (New Syllabus)
3. Acquisition of Journals
4. Increasing users of E-Resources
5. Increasing users (Faculty members)
6. Library Space Digital library
software - uploading documents on-library



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory Committee minutes of meeting members presented and discussion on 11.06.2020, 10.00am

7. Urkund anti plagiarism software checking for primary sources including students project also.

8. Provide ILL - Library service

9. Book Exhibition finished years of 2019.

10. User orientation course conducted by every academic year starting.

11. All the data and report to be maintained the library register and files.

12. What type of suggestions from expert?

Discussion:

1. Library new syllabus pattern Books purchased Budget amount Increased.
2. Purchased new printed journal Through HOD's permission based lacking in the Department wise.
3. E-Resources Usage level increased. Students and staff members publishing the updated information.
4. Digital library software Dspace - data uploading such as, Questions papers, Thesis, project, CD, Images, Audio, video, E-Resources, Newspaper clipping and etc.
5. Urkund software checked by students and staff members. we are get back the feedback of our service go through the next level. projects, Thesis, and article publishing output content fully first hand material.
6. Library provide the service Inter-library Loan services.



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory Committee meeting on 11/6/2020
Thursday

Members present	Name of the members	Signature
Department		
Vice-Principal	J. RAMALAKSHMI	
Vice-Principal	V. SINTAV JANITA	
Dean of Arts	DR. N. SATHI	
Dean of Science	DR. H. ABIRAM DR. G. KANAGA	
Dean of Alumni	(G. Kanaga)	
controller of Examinations	DR. N. SIVAPRIYA	
Depty. of Controller Exam.	V. RAMYA	
Dept. of Tamil HOD	J. Ramalakshmi	
English UG	DR. S. JAYASREE AGARWAL	
English PG	DR. P. VANESA	
Socialwork	DR. G. METTELDA MURUGAN	
Commerce	DR. N. SATHI	
BBA	DR. J. TAMIL SELVI	
Maths	DR. S. PREMALATHA	
Physics	MS G. MAHESWARI	



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory Committee meeting on 11.06.2020, Thursday
10.00am

Members present	Name of the members	Signature
CA HOD	Dr. V. SINTHA JANITA	
IT	Jr. M. PARVEG	
Chemistry	P. PUNGAJEE ALIAS AMIRTHAN	
Microbiology	D. B. SHANMUGARAJAN	
Bio-Tech	Dr. R. RAMESHWARI	
FSH & ND	B. SHANUJA	
PD	Dr. B. BABY SHARIFA	



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Date: 23.02.2021

Day: Tuesday

Time: 10.30 am

Venue:

Member's Present: Principal, Vice- Principal, Dean of Arts, Dean of Science, Dean of Alumni, Controller of Examination and all the Heads of the Department.

Agenda

1. Budget Allocation
2. Acquisition of Books (Autonomous)
3. Acquisition of Journals
4. Increasing user (Faculty Members)
5. Every year maintenance the Stock Verification
6. How to access the E- Resources – specific pandemic time
7. User Orientation course conducted by every Academic year start
8. All the data and Report to be maintained the Library Register and Files



Library Advisory Committee meeting on 23.02.2021
 Tuesday, 10.30 am

Date : 23.02.2021

Day : Tuesday

Time : 10.30 am

Venue : E-Block, I Floor

Members Present :
 Principal, Vice-Principals,
 Deans of Arts, Science, Alumni,
 COE, Heads of the Department,
 Library Committee Members.

Agenda :
 Budget Allocation
 Acquisition of Books (Autonomous)
 Acquisition of Journals
 Increasing User (Faculty Members)
 Every year maintenance the stock verification



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

How to access the E-Resources - specific pandemic time

- User orientation Courses conducted by every year
- Ustund - Anti Plagiarism Report/Maintenance
- Dspace - Furnish Data collection, Scanning and uploading data

All the data and report to be maintained the library Register and files.

Back volumes Maintenance.

- Newly purchase the Naac Publishing Quality Management system in Higher Education Release by Shri B.L. Santhoshji Rs.1300
- Rare collection and Specific copy of the Book vrc - (Hand book) of National Education Policy 2020-21 Encyclopedia (vols. 18) set book Publishing Oxford Press - Purchase

Urkund Plagiarism checking through proper channel - get the guide permission and attached the article / Thesis Send through Bharathidasan University.

- Conduct the Book Exhibition year of 2021.
- Access E-Resources through MHRD Learning educational requirements of graduate portal, Data base, Labs, E-learning, video learning and etc.



CRITERION IV

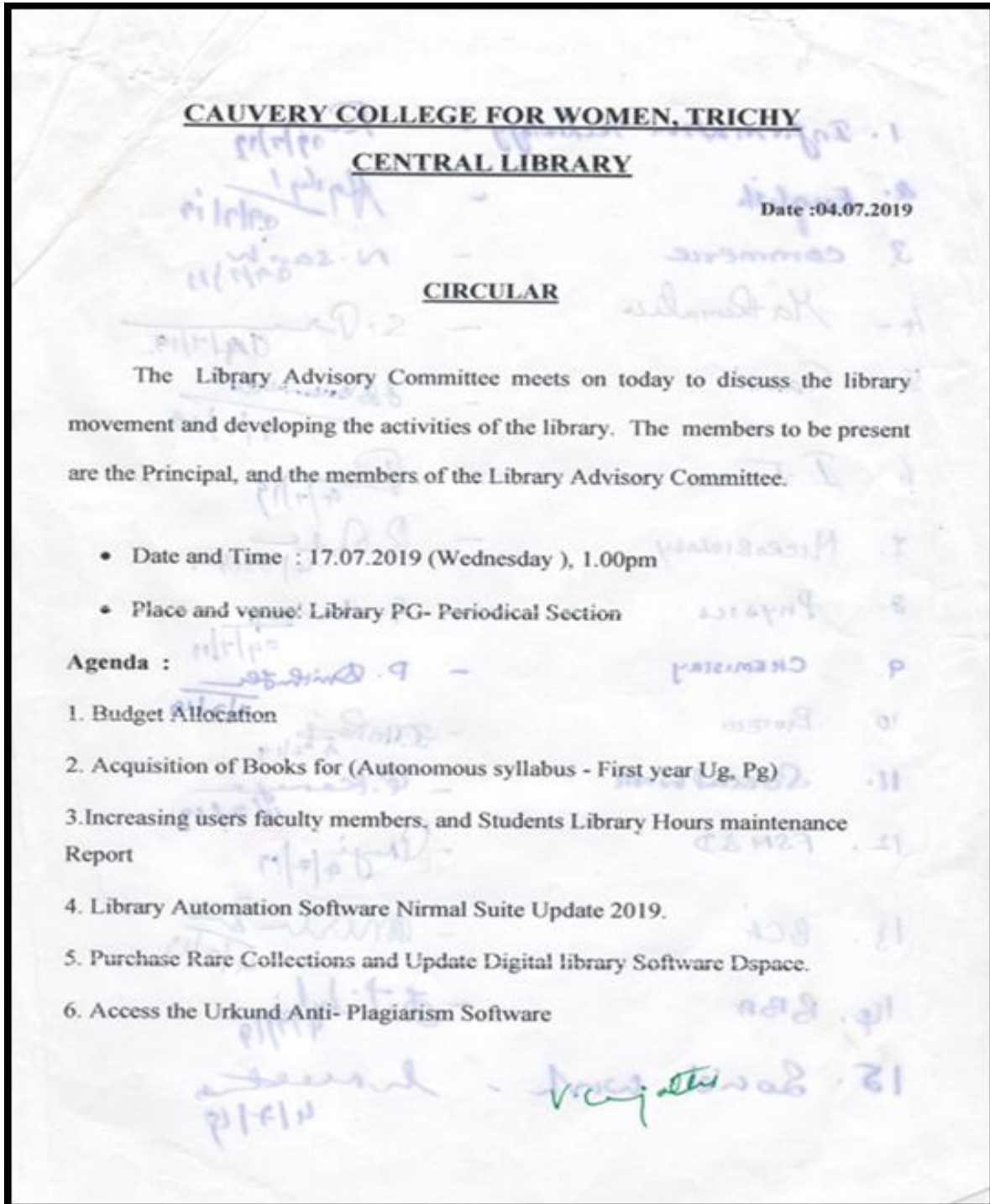
MINUTES OF THE LIBRARY COMMITTEE

Library Advisory committee meeting on 23.12.2021, Tuesday. Time : 10.30 am

Members present Department	Name of the members	Signature	Members present The Department	Name of the members	Signature
Principal	Dr. V. Sujatha	[Signature]	CA HOD	Dr. R. Meslin Packiam	[Signature]
Vice-Principal	Dr. S. Ramalakshmi	[Signature]	CS	Dr. V. Sinthu Janita	[Signature]
Vice-Principal	Dr. V. Sinthu Janita	[Signature]	IT	Dr. M. Parveed	[Signature]
Dean of Arts	Dr. N. Savithri	[Signature]	Chemistry	Dr. P. Pungayee Alias Amirtham	[Signature]
Dean of Science	Dr. H. Abirami	[Signature]	Microbiology	Dr. B. Tharini/maraiseli	[Signature]
Dean of Alumni	Dr. G. Kanaga	[Signature]	Bio-Tech	Dr. R. Rameshwari	[Signature]
Controller of Examination	Dr. N. Siva Priya	[Signature]	FSM & ND	Ms. B. Thaniya	[Signature]
Deputy Controller of Examination	V. Ramya	[Signature]	PD	Dr. B. Baby Shakila	[Signature]
Dept. of Tamil	Dr. S. Ramalakshmi	[Signature]			
English Ust	Dr. S. Jayashree Aggarwal	[Signature]			
English Pur	Dr. P. Umila	[Signature]			
Socialwork	Dr. G. Hettlia Abware -swar	[Signature]			
Commerce	Dr. N. Savithri	[Signature]			
BBA	Dr. J. Tamilselvi	[Signature]			
Maths	Dr. S. Premalatha	[Signature]			
Physics	Dr. G. Maheswari	[Signature]			



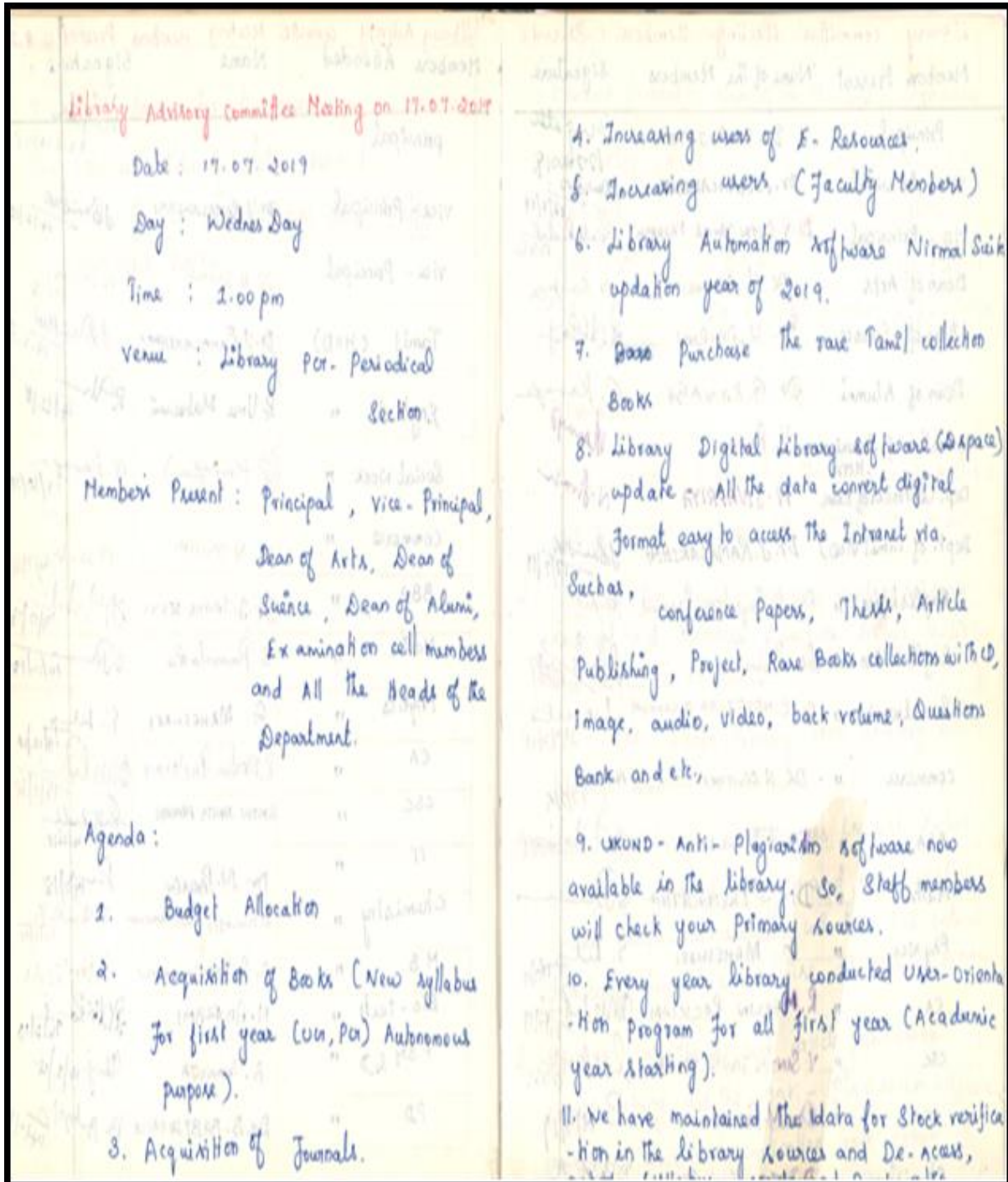
2019 – 2020





CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE





CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library committee Meeting Members Present			17.07.2019 (Time 1.00pm) Wednesday		
Members Present	Name of the Members	Signature	Members Present	Name of the Members	Signature
Principal	Dr. V. SUJATHA	<i>V. Sujatha</i> 17/7/2019	Microbiology (HOD)	Dr. B. NAMILMURUGAN	<i>B. Namilmurugan</i> 17/7/19
Vice-Principal	Dr. J. RAMALAKSHMI	<i>J. Ramalakshmi</i> 17/7/19	Bio-Tech	Dr. H. ANJANAM	<i>H. Anjanam</i> 17/7/19
Vice-Principal	Dr. V. SATHI JANITHA PRAKASH	<i>V. Sathi Janitha Prakash</i> 17/7/19	Farm B & D	B. THIRUJAZA	<i>B. Thirujaza</i> 17/7/19
Dean of Arts	Dr. N. SATHI	<i>N. Sathi</i> 17/7/19	PD	Dr. B. BABY SHARDA	<i>B. Baby Sharda</i> 17/7/19
Dean of Science	Dr. H. ANJANAM	<i>H. Anjanam</i> 17/7/19	Discussion:		
Dean of Alumni	Dr. G. KANAGA	<i>G. Kanaga</i> 17/7/19	1.	Acquisition books for the autonomous syllabus all first year UOI and POI Amount spent for 2018-2019	
Controller of Examinations	V. RANGA	<i>V. Ranga</i> 17/7/19	2.	Increase the faculty members use the library sources and services (such as Delnet, N-list and reference sources).	
Dep. Controller of Examinations	N. SIVAPRIYA	<i>N. Sivapriya</i> 17/7/19	3.	24- Use Inter library loan facility the library services.	
Dept. of Tamil (HOD)	Dr. J. RAMALAKSHMI	<i>J. Ramalakshmi</i> 17/7/19	4.	Refer the library E-Resources (N-list, Delnet, Shodhganga, Uskund, Swayam and mooc), Online course, courseware materials collection, free online data base, Journal subjectwise utilizes the service	
English UOI	Dr. J. Jayashree Aganwal	<i>J. Jayashree Aganwal</i> 17/7/19	5.	Prepare your Thesis and article publishing, project making use the Anti-Plagiarism software purpose of avoiding duplication and error	
English POI	Dr. P. VEDAL	<i>P. Vedal</i> 17/7/19			
Socialwork	Dr. P. HETTELDA DIVANAND	<i>P. Hettelada Divanand</i> 17/7/19			
Commerce	Dr. N. SATHI	<i>N. Sathi</i> 17/7/19			
BBA	Dr. J. TAMILSELVI	<i>J. Tamilselvi</i> 17/7/19			
Maths	Dr. S. PREMALATHA	<i>S. Premalatha</i> 17/7/19			
Physics	G. MAHESWARI	<i>G. Maheswari</i> 17/7/19			
CA	R. MERLIN PAKKIAM	<i>R. Merlin Pakkiam</i> 17/7/19			
CSE	V. SATHI JANITHA PRAKASH	<i>V. Sathi Janitha Prakash</i> 17/7/19			
IT	Dr. M. ANANDAN	<i>M. Anandan</i> 17/7/19			
Chemistry	P. PARAMESWARAN ANANDAN	<i>P. Parameswaran Anandan</i> 17/7/19			



CRITERION IV

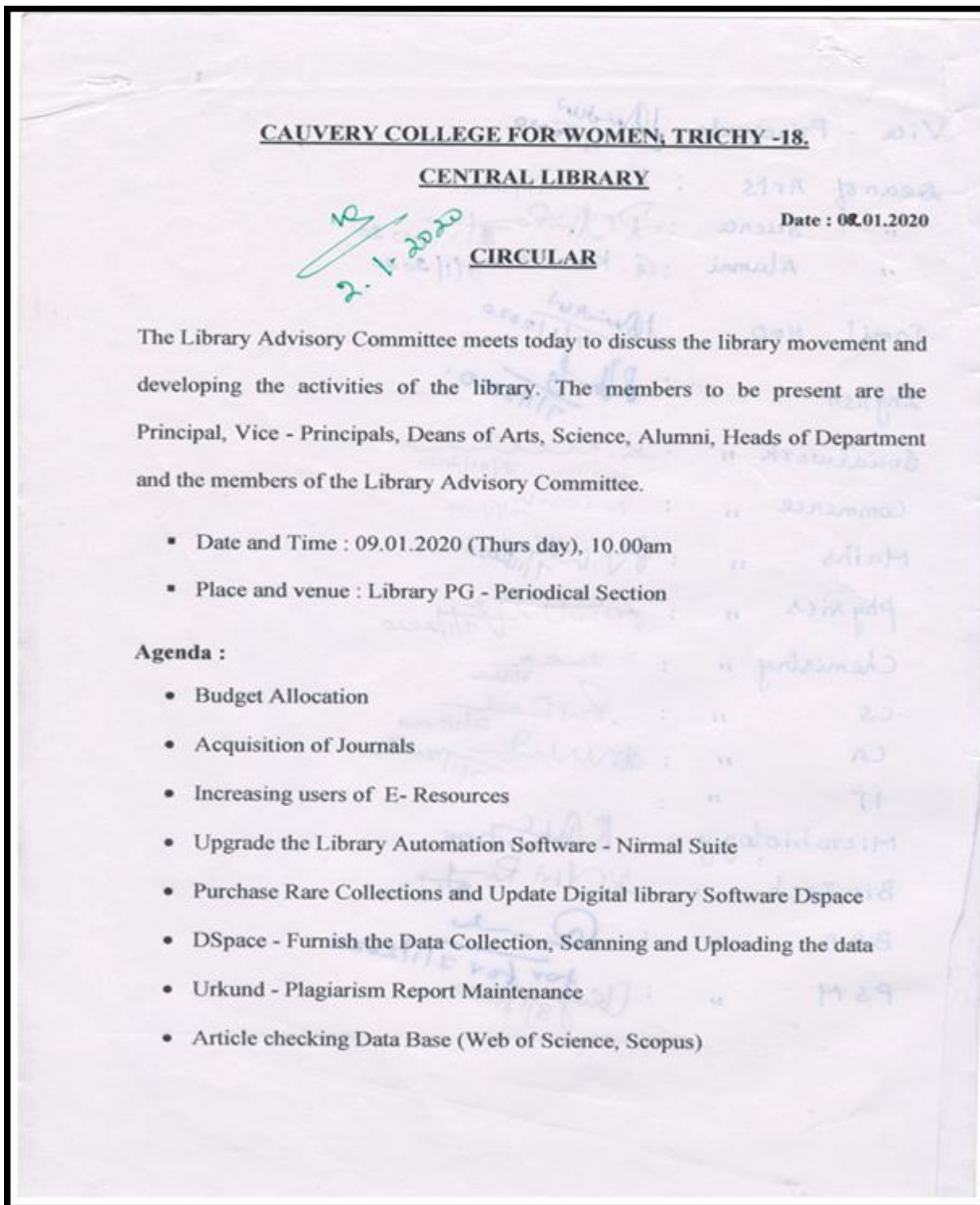
MINUTES OF THE LIBRARY COMMITTEE

Library committee Meeting we discussed about library all activities Dated : 17.07.2019.

07-2019

Members Present	Name of the Members	Signature
Vice-Principal	Dr. S. RAMALAKSHMI	<i>[Signature]</i> 17/7/19
Vice-Principal	Dr. V. SINTHA JANITA	<i>[Signature]</i> 17/7/19
Dean of Arts	Dr. N. SANTHA	<i>[Signature]</i> 17/7/19
Dean of Science	R. H. PERUMI	<i>[Signature]</i> 17/7/19
Dean of Alumni	Dr. G. KANAGA	<i>[Signature]</i> 17/7/19
Controller of Examinations	V. RAMYA	<i>[Signature]</i> 17/7/19
Dept. of Controller Exam.	N. SIVAPRIYA	<i>[Signature]</i> 17/7/19
Dept. of Tamil (HOD)	Dr. S. RAMALAKSHMI	<i>[Signature]</i> 17/7/19
English UCI	Dr. S. JAYASHREE	<i>[Signature]</i> 17/7/19
English Pci	Dr. P. MOULA	<i>[Signature]</i> 17/7/19
Socialwork	Dr. G. ANITHA SUNDAR	<i>[Signature]</i> 17/7/19
Commerce	Dr. N. SANTHA	<i>[Signature]</i> 17/7/19
BBA	J. TAMIL SELVI	<i>[Signature]</i> 17/7/19
Maths	Dr. S. PREMALATHA	<i>[Signature]</i> 17/7/19
Physics	Mrs. G. Maheswari	<i>[Signature]</i> 17/7/19
CA	R. Merlin Pacciam	<i>[Signature]</i> 17/7/19
IT	Dr. M. PARVEEN	<i>[Signature]</i> 17/7/19

- Rare collection of books to be increased in out library
- Digital library software (Dspace) update 2019.
- Ready for the Report. Students using library Hows to be maintained and report by CAPMS - Gate Entry Monitoring System, First year Uci and Pci students.
- Conduct the Book exhibition in the year 2019.
- Staff members must publish your article by Wos and scopus minimum two by the semester wise.
- Urkund plagiarism software Report to be maintained by the Register.
- User Orientation Course conducted by every Academic year starting.
- Wos- Scopus login Process link - Based service (Remote Access) arranging by the Department of Library, Bharathidasan University.
- All the data and Report to be maintained by the





Library Advisory Committee Meeting on 09.01.2020

Date : 09.01.2020

Day : Thursday

Time : 10.00 am

Venue : Library P1 - Periodical Section

Members Present : Principal, Vice-Principals
 Dean of Arts, Dean of Sciences, Dean of Alumni, CoE
 Heads of the Departments and
 Library Committee Members.

Agenda :

1. Library Budget Allocation
2. Acquisition of Journals
3. Increasing users of E-Resources.
4. Conduct the Book Exhibitions in last year 2019 (Dec 19, 20)
5. Library follow by the Lunch Hour Reading



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

<p>Hour calculate and measure by the library Automation Software.</p> <p>6. Condemed Books, by various department wise, totally unhandled the Books for condemed Total number of Books : 1148, Amount: 76,761.70</p> <p>7. Purchase the Rare collection Books and missing Books.</p> <p>8. Library Automation software Nirmal - Upgrade year of 2020. Fully web based service, platform make by LAMP version. (Linux, Apache, Mysql, PHP)</p> <p>9. DREAMS - Digital library software. Library has collect the data (questions paper, project, Thesis, Newspaper cutting, Syllabus) convert the digital format, Ready to launch</p> <p>10. Maintenance the Record of Urkund - Anti plagiarism Tool by MHRD. Last year Installed this tool for students and staff members using this software</p> <p>11. Library has purchase the DELNET and N-LIST service for students and staff members</p>	<p>12. web of science, scopus, Uric case list data base service library provide and checking the bibliography level of Information.</p> <p>13. User Orientation course conducted by the every Academic year starting.</p> <p>14. Staff members must be publish the article Cauvery Research Journal.</p> <p>15. We have maintained the data for stock verification Every year. (Including De Access Books, out of syllabus, Condemed Books, Missing Books also).</p> <p>16. Back volume - library has maintained the Record of Back volume past 25 years above. Very Useful and Informative this service. Our library follow the service every year.</p> <p>17. Increasing users of staff members.</p> <p>18. Budget spent for 2019-2020 (all departments) Books - 6,52,348 and Journals - 1,78,677. Mention the amount for each departments for purchase 2020-2021. Books 6,00,000 and Journals - 2,50,000</p>
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CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

Library Advisory Committee Meeting Members Present 09.01.2020 (Thursday, Time : 10.00am)

Members Present	Name of the Members	Signature	Members Present	Name of the members	Signature
Principal	Dr. V. SUDARSHAN	[Signature]	Chemistry (HOD)	P. PUNAYEE ALIAS AMRITHAN	[Signature]
Vice-Principal	Dr. M. S. SIVAKUMAR	[Signature]	Microbiology	Dr. B. PRANAVAN	[Signature]
Vice-Principal	Dr. V. SINTHU JANITA	[Signature]	Bio-Tech	Dr. M. AERAM	[Signature]
Dean of Arts	Dr. N. SATHYAN	[Signature]	FSM	B. THARUNA	[Signature]
Dean of Science	Dr. H. PARVATHI	[Signature]	P.D	Dr. B. BABY SHARILA	[Signature]
Dean of Alumni	Dr. G. KANAGA	[Signature]	Discussion:		
Controller of Examinations	V. RANITHA	[Signature]	1.	Discussed acquisition of books for The De-Access, Missing Books, Rare Books collections.	
Dept. of Tamil HOD	Dr. M. S. SIVAKUMAR	[Signature]	2.	Upgrade the Digital library software and NIRMAL Software (Automation) LAMP version. Fully based on web/Internet	
English HOD	Dr. S. JAYASHEKARAN	[Signature]	3.	Every year library will be conduct the Book Exhibition	
English P.HOD	Dr. S. NEELU	[Signature]	4.	Staff members must be publish your article Web of science, Scopus and Cauvery Research Journal.	
Socialwork	Dr. C. METTIAH	[Signature]	5.	We have to maintained the Record of Utkund Anti plagiarism Tool.	
Commerce	Dr. N. SATHYAN	[Signature]			
BBA	Dr. J. TAMISELV	[Signature]			
Maths	Dr. S. PREMALATHA	[Signature]			
Physics	Dr. G. MAHESWARI	[Signature]			
CA	P. MERLIN POCKIAND	[Signature]			
ESC	Dr. V. SINTHU JANITA	[Signature]			
IT	Dr. M. PARVEEN	[Signature]			



CRITERION IV

MINUTES OF THE LIBRARY COMMITTEE

