	M.A.M. SCHOOL OF ENGINEERING	
	Accredited by NAAC Approved by AICTE, New Delhi; Affiliated to Anna University, Chennai	
	Siruganur, Trichy -621 105.	www.mamse.in



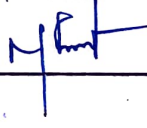
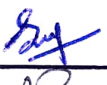
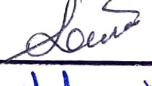

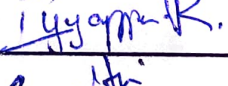
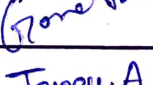
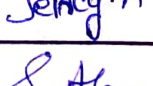
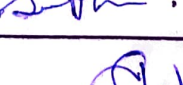
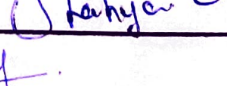
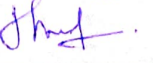
Criterion 5- Student Support and Progression		
Key Indicator- 5.3 Student Participation and Activities		
5.1.5. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases		
Minutes of the meetings of Library Committee		
Sl.No	Academic Year	Page No.
1	Academic Year 2020-21	2-5
2	Academic Year 2019-20	6-9
3	Academic Year 2018-19	10-17
4	Academic Year 2017-18	18-21
5	Academic Year 2016-17	22-32

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2020-2021

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 19.04.21
Scheduled Time of start: 1.15 p.m	Actual Time of start: 1.30 p.m	Venue: ECE dept
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%):100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha

Members Present:

SL NO	MEMBER NAME	DESTINATION	SIGN
1	MS.P.SIVAMALAR	Prof/CSE	
2	M.S.K.KARTHIKEYAN	Prof/ECE	
3	MR.MOHAN KUMAR	Prof/MECH	
4	MS.M.SUBAPRADHA	Prof/MCT	
5	S.SENTHAMARAI KANNAN	Prof/EEE	
6	MR.PEER MOHAMED	Prof/AERO	
7	IYYAPPAN.R	Student/ IV AERO	
8	M.GOMATHI	Student/ IV CSE	
9	JENCY ILLAKIA.A	Student/ IV ECE	
10	SEETHA D	Student/ IV EEE	
11	JENIFER SHALYA.C	Student/ IV MECH	
12	THIRUNEELAN.A	Student/ IV MCT	

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2020-2021

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Purchase of books, Book Bank	New books are purchased for this academic year and they are entered in the stock register. Library Coordinators are asked to verify whether all the text and reference books are available in the library	
	Book Bank is shifted to Annexure Block. Students can now easily access the books in annexure block itself	
	Reading room, table, Racks should be arranged properly in the new Book bank room so that proper lighting and ventilation are available for the students	


Coordinator 19/4

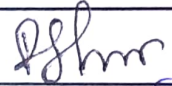
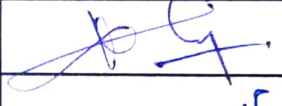

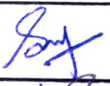
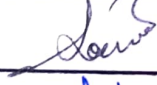

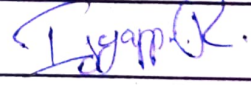

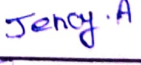
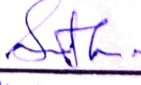
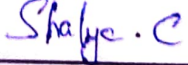
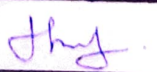

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SIRIGANUR, TIRUCHIRAPPALLI-621 105.

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2020-2021

MINUTES OF MEETING


LIBRARY COMMITTEE		Date: 03.04.21
Scheduled Time of start: 1.30 p.m	Actual Time of start: 1.30 p.m	Venue: ECE dept
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha

Members Present:

SL NO	MEMBER NAME	DESTINATION	SIGN
1	MS.P.SIVAMALAR	Prof/CSE	
2	MS.K.KARTHIKEYAN	Prof/ECE	
3	MR.MOHAN KUMAR	Prof/MECH	
4	MS.M.SUBAPRADHA	Prof/MCT	
5	S.SENTHAMARAI KANNAN	Prof/EEE	
6	MR.PEER MOHAMED	Prof/AERO	
7	IYYAPPAN.R	Student/IV AERO	
8	M.GOMATHI	Student/IV CSE	
9	JENCY ILLAKIA.A	Student/IV ECE	
10	SEETHA D	Student/IV EEE	
11	JENIFER SHALYA.C	Student/IV MECH	
12	THIRUNEELAN.A	Student/IV MCT	

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2020-2021

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Vmedulife	Vmedulife ICT platform has been implemented as Integrated Library Management System in our Institution.	
	All the data pertaining to Library(Book details, Journals,Final Year Projects, CD) has to be included in the system	
	Students should be informed to use Vmedulife software to know the availability of books and access the books	


Coordinator 3/4/21


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SIRIGANUR, TIRUCHIRAPPALLI-621 105

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2019-2020

MINUTES OF MEETING

LIBRARY COMMITTEE

Date: 12.09.19

Scheduled Time of start: 12.20 p.m

Actual Time of start: 12.35 p.m

Venue: ECE dept

Planned Duration of the Meeting:
15 Minutes

Actual Duration of the Meeting:
15 Minutes

Attendance (%):100%

Chaired by :
Ms.P.Kavitha

Compiled by:
Ms.P.Kavitha

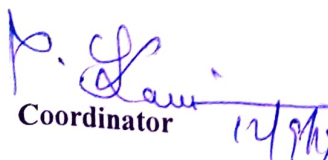
Faculty Members Present (Signature)

- 1.Ms.S.nandini Devi /CSE
- 2.Ms.K.Umarani/ECE
- 3.Mr.Parthiban/Mecht
- 4.Mr.Vimal Kumar/Mech
- 5.Mr.S.Senthamarai Kannan/EEE
- 6.Ms.Priyadarshini/AERO

Faculty Members Absent (Signature)

NIL

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Text and Reference books	The Committee members are asked to submit the list of text and Reference Books for 2017 regulation of the corresponding departments	-
	The committee also decided to propose the procurement of the above list of books to the management	


Coordinator 12/9/19


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M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105

2019-2020

MINUTES OF MEETING

LIBRARY COMMITTEE

Date: 12.09.2019

STUDENT ATTENDANCE

SL NO	MEMBER NAME	DESTINATION	SIGN
1	DEEPAKKUMAR.SV	IV AERO	<i>SV. Deepak</i>
2	A.TAMILSELVI	IV CSE	<i>A. Tamil Selvi</i>
3	KARAN RAJ.M	IV ECE	<i>M. Karan Raj</i>
4	RAGUL DRAVID K	IV EEE	<i>Ragul David K.</i>
5	NEETHI DEVAN.C	IV MECH	<i>C. Neethi Devan</i>
6	NITHEESH.M	IV MCT	<i>M. Nitheesh</i>

P. S. S. S.
Coordinator 12/9

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SIRIGANUR, TIRUCHIRAPPALLI-621 105.

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2019-2020

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 10.07.19
Scheduled Time of start: 1.15 p.m	Actual Time of start: 1.30 p.m	Venue: ECE dept
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha


Members Present:

SL NO	MEMBER NAME	DESTINATION	SIGN
1	MS.S.NANDINI DEVI	Prof/CSE	S. Nandini
2	MS.K.UMARANI	Prof/ECE	K. Umari
3	MR.PARTHIBAN	Prof/MCT	Parthiban
4	MR.VIMAL KUMAR	Prof/MECH	Vimal
5	S.SENTHAMARAI KANNAN	Prof/EEE	S. Senthamarai Kannan
6	MS.PRIYADHARSHINI	Prof/AERO	Priyadharshini
7	DEEPAKKUMAR.SV	Student/IV AERO	S.V. Deepak
8	A.TAMILSELVI	Student/IV CSE	A. Tamilselvi
9	KARAN RAJ.M	Student/IV ECE	M. Karan Raj
10	RAGUL DRAVID K	Student/IV EEE	Ragul Dravid K
11	NEETHI DEVAN.C	Student/IV MECH	C. Neethi Devan
12	NITHEESH.M	IV MCT	M. Nitheesh

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2019-2020

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Library Cards	Library cards are issued to First year students after getting their database and approval from Principal.	
	Each student is supplied with 9 cards. Students are also instructed to utilize the digital library during break hours	
	Students must be instructed to take the books from relevant racks only and replace it properly	


Coordinator 10/7

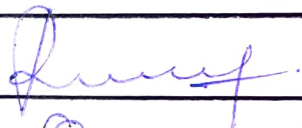
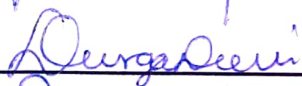
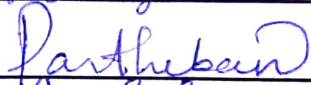
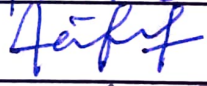

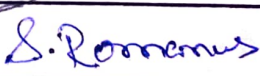
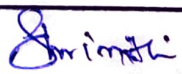
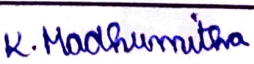
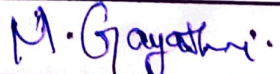
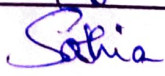
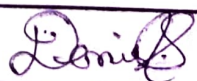

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M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2018-2019

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 15.05.19
Scheduled Time of start: 12.20 p.m	Actual Time of start: 12.35 p.m	Venue: ECE dept
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%):100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha


Members Present:

SL NO	MEMBER NAME	DESTINATION	SIGN
1	MR. RAJESH	Prof/CSE	
2	MS.V.DURGADEVI	Prof/ECE	
3	MR.PARTHIBAN	Prof/MCT	
4	MR.MANIAM RAMASAMY	Prof/MECH	
5	S.SENTHAMARAI KANNAN	Prof/EEE	
6	ROMANUS.S	Student/ IV AERO	
7	K.B.SHRINITHI	Student/ IV CSE	
8	MADHUMITHA.K	Student/ IV ECE	
9	GAYATHIRI M	Student/ IV EEE	
10	SATHIA.C	Student/ IV MECH	
11	DENIS.S	Student/ IV MCT	

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2018-2019

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Text and Reference books	The Committee members are asked to submit the list of text and Reference Books for 2017 regulation of the corresponding departments	-
	The committee also decided to propose the procurement of the above list of books to the management	


Coordinator 15/5

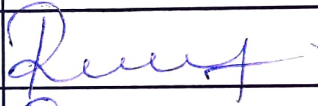
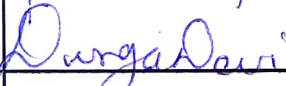
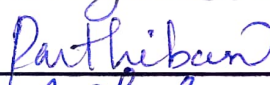

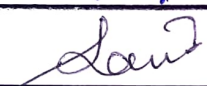

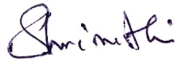

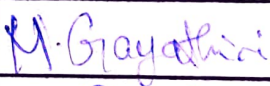
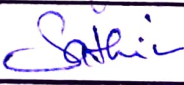
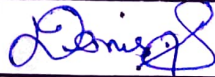

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M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2018-2019

MINUTES OF MEETING

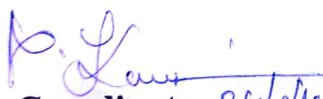
LIBRARY COMMITTEE		Date: 24.02.19
Scheduled Time of start: 1.15 p.m	Actual Time of start: 1.30 p.m	Venue: ECE dept
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha


Members Present:

SL NO	MEMBER NAME	DESTINATION	SIGN
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M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2018-2019

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
❖ Renewal of Books.	It has been reported by the Librarian that some of the students have not paid their dues amount for a longer time.	-
	All the department coordinators are asked to inform their students to renew the books on time	
	The committee also suggested to send the circular for implementation of overdue charges/reminder to each department.	


Coordinator 24/2/19

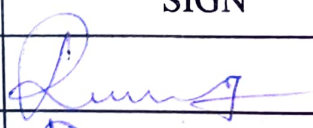
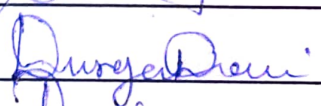
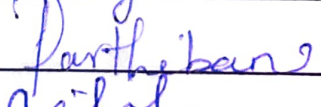
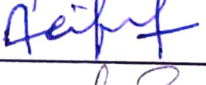

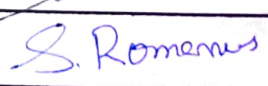
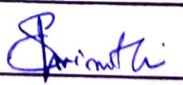
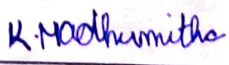
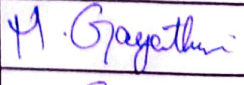
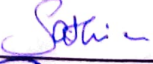


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SIRIGANUR, TIRUCHIRAPPALLI-621 105

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2018-2019

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 26.12.18
Scheduled Time of start: 1.15 p.m	Actual Time of start: 1.30 p.m	Venue: ECE dept
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha


Members Present:

SL NO	MEMBER NAME	DESTINATION	SIGN
1	MR. RAJESH	Prof/CSE	
2	MS.V.DURGADEVI	Prof/ECE	
3	MR.PARTHIBAN	Prof/MCT	
4	MR.MANIAM RAMASAMY	Prof/MECH	
5	S.SENTHAMARAI KANNAN	Prof/EEE	
6	ROMANUS.S	Student/IV AERO	
7	K.B.SHRINITHI	Student/IV CSE	
8	MADHUMITHA.K	Student/IV ECE	
9	GAYATHIRI M	Student/IV EEE	
10	SATHIA.C	Student/IV MECH	
11	DENIS.S	Student/IV MCT	

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2018-2019

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
❖ Book Bank	<ul style="list-style-type: none"> Committee members are asked to verify the availability of books in the book bank and make necessary arrangements to place the purchase orders as early as possible. 	
❖ Journals		
❖ Purchase order copies etc.	<ul style="list-style-type: none"> The members are also asked to identify book requirements for the new regulation for the respective departments. 	
	<ul style="list-style-type: none"> The list of journals needs to be purchased for the individual department can be suggested to focus on specific discipline or field of study . 	


Coordinator 26/12


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M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105.

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2018-2019

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 10.06.18
Scheduled Time of start: 1.15 p.m	Actual Time of start: 1.30 p.m	Venue: ECE dept
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%):100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha


Members Present:

SL NO	MEMBER NAME	DESTINATION	SIGN
1	MR. RAJESH	Prof/CSE	<i>Rajesh</i>
2	MS.V.DURGADEVI	Prof/ECE	<i>Durgadevi</i>
3	MR.PARTHIBAN	Prof/MCT	<i>Parthiban</i>
4	MR.MANIAM RAMASAMY	Prof/MECH	<i>Ramamy</i>
5	S.SENTHAMARAI KANNAN	Prof/EEE	<i>Kannan</i>
6	ROMANUS.S	Student/ IV AERO	<i>S. Romanus</i>
7	K.B.SHRINITHI	Student/ IV CSE	<i>Shrinithi</i>
8	MADHUMITHA.K	Student/ IV ECE	<i>K. Madhumitha</i>
9	GAYATHIRI M	Student/ IV EEE	<i>M Gayathiri</i>
10	SATHIA.C	Student/ IV MECH	<i>Sathia</i>
11	DENIS.S	Student/IV MCT	<i>Denis</i>

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2018-2019

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date														
<ul style="list-style-type: none">❖ Maintenance of documents for Stock statement.❖ Budget allocations.❖ Monthly report.❖ Purchase order copies etc..	<p>The following responsibilities are assigned to the committee members and asked to complete the task before 15.06.18</p> <table><tr><th>Responsibilities</th><th>Faculty in charge</th></tr><tr><td>Library tickets, List of text books purchased month wise for the previous semester</td><td>Mr. Rajesh/CSE</td></tr><tr><td>Stock statement</td><td>Ms.V.Durgadevi/ECE</td></tr><tr><td>Purchase order copies</td><td>Mr.K.Parthiban/Mecht</td></tr><tr><td>Budget allocations and sanctions, Directory of publishers</td><td>Mr.Maniam Ramasamy/Mech</td></tr><tr><td>Monthly report</td><td>S.Senthamarai Kannan/EEE</td></tr><tr><td>Gate register,List of students and Staff</td><td>Mr.Hussain/AERO</td></tr></table>	Responsibilities	Faculty in charge	Library tickets, List of text books purchased month wise for the previous semester	Mr. Rajesh/CSE	Stock statement	Ms.V.Durgadevi/ECE	Purchase order copies	Mr.K.Parthiban/Mecht	Budget allocations and sanctions, Directory of publishers	Mr.Maniam Ramasamy/Mech	Monthly report	S.Senthamarai Kannan/EEE	Gate register,List of students and Staff	Mr.Hussain/AERO	15.06.18
Responsibilities	Faculty in charge															
Library tickets, List of text books purchased month wise for the previous semester	Mr. Rajesh/CSE															
Stock statement	Ms.V.Durgadevi/ECE															
Purchase order copies	Mr.K.Parthiban/Mecht															
Budget allocations and sanctions, Directory of publishers	Mr.Maniam Ramasamy/Mech															
Monthly report	S.Senthamarai Kannan/EEE															
Gate register,List of students and Staff	Mr.Hussain/AERO															


Coordinator


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M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 07.11.17
Scheduled Time of start: 02.45 p.m	Actual Time of start: 02.45 p.m	Venue: Mechatronics lab
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha
<u>Faculty Members Present</u> 1.Ms. S.Nandini devi/CSE 2.Mr. M.Chandrasekar/ECE 3.Mr.Purusothaman/EEE 4.Mr.P.Kaviyarasu/Aero 5.Mr. ChandraSekar/Mech 6.Ms.G.Saranya/Mech		<u>Faculty Members Absent</u> NIL
Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Academic Status	1.To create a customizable user experience that is tailored to the needs of students, the committee members are asked to examine through the list of reputed journal and select appropriate journals for their corresponding department. 2.They are also asked to search for quality journals and to report within one week. 3.Librarian again raised the problem of net provision for windows in the library, which was discussed in the previous meeting. 4.Convenor also asked the committee members to suggest the books required for their department so that it can be purchased for the forthcoming academic year. 5.Back volumes of journals are arranged for binding purpose 6.Seperate racks are provided for book bank and books are arranged properly.	14.11.17


CONVENOR


PRINCIPAL

2017-2018

MINUTES OF MEETING			
LIBRARY COMMITTEE			Date: 07.11.2017
STUDENT ATTENDANCE			
SL NO	MEMBER NAME	DESTINATION	SIGN
1	INDRA.T	IV AERO	<i>Indra.T</i>
2	R.RAGAVI	IV CSE	<i>R. Ragavi</i>
3	PANDI SOLAI .A	IV ECE	<i>Pandi Solai.A</i>
4	AJITH.A	IV EEE	<i>Ajith.A</i>
5	PASHUPATI.S	IV MECH	<i>S. Pashupati</i>
6	KARTHIKEYAN.B	IV MCT	<i>B. Karthi</i>

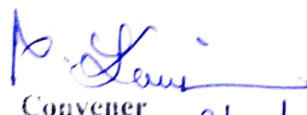
P. Laxmi
Coordinator 7/11/17

[Signature]
PRINCIPAL
PRINCIPAL
M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105.

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 09.05.17
Scheduled Time of start: 12.10 p.m	Actual Time of start: 12.10 p.m	Venue: Library
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100%
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha
<u>Faculty Members Present (Signature)</u> 1.Ms. Nandini devi/CSE 2.Mr. Chandrasekaran/ECE 3.Ms.Bhasriya/Chemistry 4.Ms. Sivashankari/EEE 5.Mr.Kaviyarasu/Aero 6.Mr. Ravichandran /Mech 7.Ms.G.Saranya/Mecht		<u>Faculty Members Absent (Signature)</u> NIL

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Text and Reference books	1.The committee members are asked to submit the list of text and reference books of the corresponding department which are not available in the Library. 2.The committee decided to propose the procurement of the above list of books to the management.	11.05.17


Convener

9/5/17


Principal

2017-2018

MINUTES OF MEETING

LIBRARY COMMITTEE

Date: 09.05.2017

STUDENT ATTENDANCE






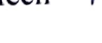

SL NO	MEMBER NAME	DESTINATION	SIGN
1	INDRA.T	IV AERO	Indra.T
2	R.RAGAVI	IV CSE	R. Ragavi
3	PANDI SOLAI .A	IV ECE	Pandi Solai .A
4	AJITH.A	IV EEE	Ajith.A
5	PASHUPATI.S	IV MECH	S. Pashupati
6	KARTHIKEYAN.B	IV MCT	B. Karthi


Coordinator


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M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105.

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 23.01.17
Scheduled Time of start: 3.10 p.m	Actual Time of start: 3.10 p.m	Venue: Library
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100 %
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha
<u>Faculty Members Present (Signature)</u> 1.Ms. Nandini devi/CSE  2.Mr. Arivazhagan/ECE  3.Ms.Bhasriya/Chemistry  4.Ms. Karthika/EEE  5.Mr.Kaviyarasu/Aero  6.Ms. Umamaheswari /Mech  7.Ms.G.Saranya 		<u>Faculty Members Absent (Signature)</u> NIL
Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
e-Journals from DELNET.	1.The committee members are asked to download the national and international journals of their corresponding department. 2.Also they are asked to update the status of materials downloaded from MIT libraries and National Digital libraries.	25.01.17

Date: 23.1.17


 PRINCIPAL.

2016-2017

MINUTES OF MEETING


LIBRARY COMMITTEE

Date: 23.01.2017

STUDENT ATTENDANCE

SL NO	MEMBER NAME	DESTINATION	SIGN
1	PALANICHAMY.P	IV AERO	P. Palanichamy
2	OZSIN THOMACY. J	IV CSE	Ozsin.S
3	RAJ KUMAR R	IV ECE	Rajkumar.R
4	PRIYANKA.S	IV EEE	S. Priyanka
5	BALAMURUGAN.P	IV MECH	Balamuruga.P
6	BALAKUMARAN.V	IV MCT	Bala.V


Coordinator 23/1/17


PRINCIPAL
M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105.

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 12.1.17
Scheduled Time of start: 3.10 p.m	Actual Time of start: 3.10 p.m	Venue: Library
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100 %
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha
Faculty Members Present (Signature) 11.Ms. Nandini devi/CSE <i>S. Nandini</i> 2.Mr. Sriram/ECE <i>Sriram</i> 3.Ms.Bhasriya/Chemistry <i>Bhasriya</i> 4.Ms. Karthika/EEE <i>Karthika</i> 5.Mr.Kaviyarasu/Aero <i>P. Kaviyarasu</i> 6.Ms. Umamaheswari /Mech <i>U. Maheswari</i> 7.Ms.G.Saranya/Mech <i>G. Saranya</i>		Faculty Members Absent (Signature) NIL
Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Safe – Library software, book bank system	1.A new library software is installed on 18.01.2017. 2.It makes things easier for the students and faculty to browse the books from their department itself. 3.The book bank system is also introduced from the month of January. 4.The committee also suggested to send the circular for implementation of overdue charges/reminder to each department.	

Date:


PRINCIPAL

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105

2016-2017

MINUTES OF MEETING


LIBRARY COMMITTEE

Date: 12.01.2017

STUDENT ATTENDANCE

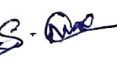
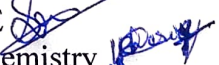

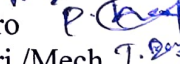
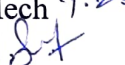


SL NO	MEMBER NAME	DESTINATION	SIGN
1	PALANICHAMY.P	IV AERO	P. Palanichamy.
2	OZSIN THOMACY. J	IV CSE	Ozsin. J
3	RAJ KUMAR R	IV ECE	Rajkumar R.
4	PRIYANKA.S	IV EEE	S. Priyanka
5	BALAMURUGAN.P	IV MECH	Balamuruge. P.
6	BALAKUMARAN.V	IV MCT	Bala.v


Coordinator 12/1/17


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M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105.

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2016-2017

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 12.9.16
Scheduled Time of start: 3.10 p.m	Actual Time of start: 3.10 p.m	Venue: Library
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100 %
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha
<u>Faculty Members Present (Signature)</u> 1.Ms. Nandini devi/CSE  2.Mr. Sriram/ECE  3.Ms.Bhasriya/Chemistry  4.Ms. Karthika/EEE  5.Mr.Kaviyarasu/Aero  6.Ms. Umamaheswari /Mech  7.Ms.G.saranya/Mecht 		<u>Faculty Members Absent (Signature)</u> NIL
Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Reorganization Stock verification	<p>The committee advised that the users should be asked to maintain silence in reading area of the Library.</p> <p>The following points are also discussed in the meeting</p> <ol style="list-style-type: none"> 1.Increasing the number of users 2.Re organization of reference section to make it dust free 3.Shelf rectification 4. Stock verification <p>The committee also suggested in install software for accessing the book details through LAN.</p>	

Date: 12.9.16


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M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105

2016-2017

MINUTES OF MEETING

LIBRARY COMMITTEE

Date: 12.09.2016

STUDENT ATTENDANCE

SL NO	MEMBER NAME	DESTINATION	SIGN
1	PALANICHAMY.P	IV AERO	P. Palanichamy.
2	OZSIN THOMACY. J	IV CSE	Osin. J
3	RAJ KUMAR R	IV ECE	Rajkumar R.
4	PRIYANKA.S	IV EEE	S. Priyanka
5	BALAMURUGAN.P	IV MECH	Balamurugesu P
6	BALAKUMARAN.V	IV MCT	Bala. V

Coordinator

PRINCIPAL

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**M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105.**

MINUTES OF MEETING

LIBRARY COMMITTEE

Date: 6.7.2016

Scheduled Time of start: 12.10 p.m

Actual Time of start: 12.10 p.m

Venue: Library

Planned Duration of the Meeting:
15 Minutes

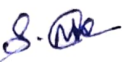


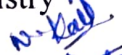



Actual Duration of the Meeting:
15 Minutes

Attendance (%): 100%

Chaired by :
Ms.P.Kavitha

Compiled by:
Ms.P.Kavitha

Faculty Members Present (Signature)

- 1.Ms. Nandini devi/CSE 
- 2.Ms.Ramya/ECE 
- 3.Ms.Bhasriya/Chemistry 
- 4.Ms. Karthika/EEE 
- 5.Mr.Kaviyarasu/Aero 
- 6.Mr. Syed Abuthahir /Mech 
- 7.Ms. G.Saranya/Mecht 

Faculty Members Absent (Signature)

NIL

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Review of book titles, Procurement of books	<p>The committee members recommended to review the book titles for the year 2015-16 and find out the mechanism to evaluate the utilization of the books.</p> <p>The librarian clarified that book titles are being reviewed in every 3 years and being approved by the correspondent.</p> <p>Also , she clarified that procurement of books is in the process and very soon the required number of books will be received.</p>	

Date: 6.7.16


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M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105

2016-2017


MINUTES OF MEETING

LIBRARY COMMITTEE

Date: 06.07.2016

STUDENT ATTENDANCE

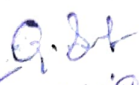
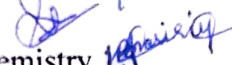




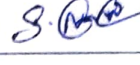
SL NO	MEMBER NAME	DESTINATION	SIGN
1	PALANICHAMY.P	IV AERO	P. Palanichamy.
2	OZSIN THOMACY. J	IV CSE	Osin. S
3	RAJ KUMAR R	IV ECE	Rajkumar R.
4	PRIYANKA.S	IV EEE	S. Priyanka
5	BALAMURUGAN.P	IV MECH	Balamuruga.P
6	BALAKUMARAN.V	IV MCT	Bala.V


Coordinator


PRINCIPAL

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M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105.

MINUTES OF MEETING

LIBRARY COMMITTEE		Date: 28.06.16
Scheduled Time of start: 3.10 p.m	Actual Time of start: 3.10 p.m	Venue: Library
Planned Duration of the Meeting: 15 Minutes	Actual Duration of the Meeting: 15 Minutes	Attendance (%): 100 %
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha
Faculty Members Present (Signature) 1. Ms.G.Saranya/Mecht  2. Mr. Sriram/ECE  3. Ms.Bhasriya/Chemistry  4. Ms. Karthika/EEE  5. Mr.Kaviyarasu/Aero  6. Ms. Umamaheswari /Mech  7. Ms. Nandini devi/CSE 		Faculty Members Absent (Signature) NIL
Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Procurement of books, Trained Manpower	1.The committee suggested that all the HODs may be informed about procurement status of their recommended books and it was decided that the expenditure statement of the year may be sent to each department. 2.Some of the members were of the opinion that the budget should be increased for books. 3.Librarian raised the issue of shortage of trained manpower in the library. The Committee will give its recommendation on this matter to the Principal and Correspondent.	

Date: 28.06.16


 PRINCIPAL

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105

2016-2017

MINUTES OF MEETING


LIBRARY COMMITTEE

Date: 28.06.2016

STUDENT ATTENDANCE

SL NO	MEMBER NAME	DESTINATION	SIGN
1	PALANICHAMY.P	IV AERO	P. Palanichamy.
2	OZSIN THOMACY. J	IV CSE	Ozs. J
3	RAJ KUMAR R	IV ECE	Raj Kumar R.
4	PRIYANKA.S	IV EEE	S. Priyanka
5	BALAMURUGAN.P	IV MECH	Balamurugan. P
6	BALAKUMARAN.V	IV MCT	Bala. V


Coordinator 28/6


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M.A.M. SCHOOL OF ENGINEERING
SIRIGANUR, TIRUCHIRAPPALLI-621 105.

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2016-2017

MINUTES OF MEETING

LIBRARY COMMITTEE

Date: 14.07.16

Scheduled Time of start:
12.10 p.m

Actual Time of start: 12.15
p.m

Venue: Library

Planned Duration of the Meeting:
15 Minutes

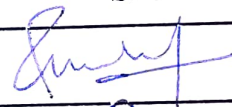

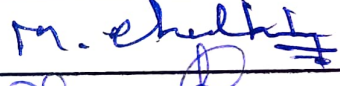
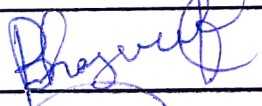
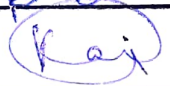
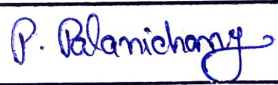
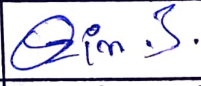
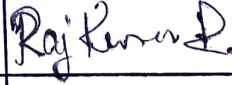
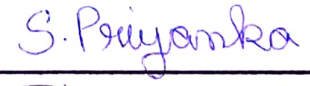
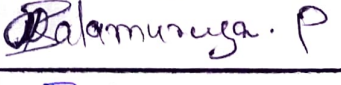

Actual Duration of the Meeting:
15 Minutes

Attendance (%):100%

Chaired by :
Ms.P.Kavitha


Compiled by:
Ms.P.Kavitha


Members Present:

SL NO	MEMBER NAME	DESTINATION	SIGN
1	G.SARANYA	Prof/MCT	
2	S.NANDHINIDEVI	Prof/CSE	
3	MR.M.CHANDRASEKAR	Prof/ECE	
4	MS.BHASRIYA	Prof/CHEM	
5	MR.KAVIYARASU	Prof/AERO	
6	PALANICHAMY.P	Student/ IV AERO	
7	OZSIN THOMACY. J	Student/ IV CSE	
8	RAJ KUMAR R	Student/ IV ECE	
9	PRIYANKA.S	Student/ IV EEE	
10	BALAMURUGAN.P	Student/ IV MECH	
11	BALAKUMARAN.V	Student/ IV MCT	

M. A. M SCHOOL OF ENGINEERING TIRUCHIRAPPALLI – 621 105
2016-2017

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Academic Status	Students must be instructed to take the books and keep them back from the relevant racks only(i.e. either from book bank or other racks	
	Librarian requested to recruit one more person, as it is difficult to manage the student's crowd	
	Net should be provided for all the windows to avoid theft of books	
	New racks are to be purchased immediately to accommodate new books	
	New books are bought from this semester(CSR,Nalvazhi)	
	DD has been sent to CSR (Competitive Success Review)	


Coordinator 4/17


PRINCIPAL
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