

#### 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				

	MINUTES OF MEETING					
		LIBRARY C	OMMITTE	E	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%	
	haired by				<b>Compiled by:</b> Ms.P.Kavitha	
	Ms.P.Kavitha Members Present:				MS.P.Kavitna	
		<u>resent.</u>				
	SL NO	MEMBER N	NAME	DESTINATION	SIGN	
	1	MS.P.SIVAMALAR		Prof/CSE	Pfhre.	
	2	MŚ.K.KARTHIKEY	AN	Prof/ECE	toly	
	3	MR.MOHAN KUMA	AR	Prof/MECH	NE	
	4	MS.M.SUBAPRADH	IA	Prof/MCT	By .	
	5	S.SENTHAMARAI I	KANNAN	Prof/EEE	Lours	
	6	MR.PEER MOHAM	ED	Prof/AERO	Shhi	
	7	IYYAPPAN.R		Student/ IV AERO	iyyam R.	
	8	M.GOMATHI		Student/ IV CSE	Goretti	
	9	JENCY ILLAKIA.A		Student/ IV ECE	Jency A	
	10	SEETHA D		Student/ IV EEE	Sth.	
	11	JENIFER SHALYA.C	2	Student/ IV MECH	Stahyer C	
	12	THIRUNEELAN.A		Student/ IV MCT	that.	

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	-

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	MINUTES OF MEETING						
		LIBRARY C		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				<b>Compiled by:</b> Ms.P.Kavitha			
M	lembers P	resent:					
	SL NO	MEMBER	NAME	DESTINATION	SIGN		
	1	MS.P.SIVAMALAR		Prof/CSE	ffmr		
	2	MS.K.KARTHIKEY	AN	Prof/ECE	to St.		
	3	MR.MOHAN KUM	AR	Prof/MECH	NET		
	4	MS.M.SUBAPRADI	HA	Prof/MCT	Bit		
	5	S.SENTHAMARAI	KANNAN	Prof/EEE	Lours		
A COME AND A PARTY OF A COMPANY	6	MR.PEER MOHAM	ED	Prof/AERO	shim		
	7	IYYAPPAN.R		Student/IV AERO	I yap . R.		
	8	M.GOMATHI		Student/IV CSE	Gometri		
	9	JENCY ILLAKIA.A		Student/IV ECE	Jency .A		
	10	SEETHA D		Student/IV EEE	Stk.		
	11	JENIFER SHALYA.	С	Student/IV MECH	Shalpe. C		
	12	THIRUNEELAN.A		Student/IV MCT	that.		

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
	Vmedulife ICT platform has been implemented as Integrated Library Management System in our Institution.	
Vmedulife	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	

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M.A.M. SCHOOL OF ENGINEERING SIRIGANUR, TIRUCHIRAPPALLI-621 100

		MINUTES	OF MEETING	n, en	allender op en fan de ferenen op en een op een en een fan een de ander en en de een de aander geer an oor
	RARY C		Date: 12.09.19		
Scheduled Time of start: 12.20 Actual 7 p.m		Actual Time	of start: 12.35 p.m	Venue: ECE dept	
Planned Duration of the Meeting: Actual Du 15 Minutes			<b>ion of the Meeting:</b> 5 Minutes	Attendance (%):100%	
<b>Chaired by :</b> Ms.P.Kavitha		L		<b>Compiled by:</b> Ms.P.Kavitha	
Faculty Members Present (Signature)			Faculty Members Absent (Signature)		
1.Ms.S.nandini Devi /CSF 2.Ms.K.Umarani/ECE 3.Mr.Parthiban/Mecht 4.Mr.Vimal Kumar/Mech 5.Mr.S.Senthamarai Kann 6.Ms.Priyadarshini/AERC	nan/EEE		NIL		·
Subject Decisions / Resolution		ons / Resolution	s / Responsibility Ass	ignments	Responsibility &
Text and The C	mmittaa		1 1 4	2	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	& Target Date
	The committee also decided to propose the procurement of the above list of books to the management	-

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2019-2020

	MINUTES OF MEETING						
	LIBRARY COMMITTEE Date: 12.09.2019						
	STUDEN	NT ATTENDANCE					
			area i				
SL NO	MEMBER NAME	DESTINATION	SIGN				
1	DEEPAKKUMAR.SV	IV AERO	SU. Dopate.				
2	A.TAMILSELVI	IV CSE	A. Tami Dehei				
3	KARAN RAJ.M	IV ECE	McKane Roy				
4	RAGUL DRAVID K	IV EEE	Rogul Drawid. R. C. Neathin Deve				
5	NEETHI DEVAN.C	IV MECH	C. Neathi Deve				
	NITHEESH.M	IV MCT	N. Nitheah.				

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

			MINUTES O	<b>OF MEETING</b>			
		LIBRARY C	OMMITTEE		Date	: 10.07.19	
	Scheduled Time of start: Actual Time 1.15 p.m p.m			of start: 1.30 Venu		e: ECE dept	
Planned Duration of the Meeting: 15 MinutesActual DurationMeeting: 1515				Atte	ndance (%):100%		
	C <b>haired by</b> Is.P.Kavith				1	<b>piled by:</b> P.Kavitha	
N	<u>Iembers P</u>	resent:					
	SL NO	MEMBER	NAME	DESTINAT	ION	SIGN	
	1	MS.S.NANDINI D	EVI	Prof/CSE		g. Qe	
	2	MS.K.UMARANI		Prof/ECE		B. QQ K. Umi	
	3	MR.PARTHIBAN		Prof/MCT		Partheban	
	4	MR.VIMAL KUM	AR	Prof/MECH		' SAV	
	5	S.SENTHAMARA	I KANNAN	Prof/EEE		doense 02	
	6	MS.PRIYADHARS	SHINI	Prof/AERO		2. Ult	
	7	7 DEEPAKKUMAR.SV		Student/IV AE	RO	N. Ropek	
	8	A.TAMILSELVI		Student/IV CSI	Ξ	A. prod She	
	9	KARAN RAJ.M		Student/IV EC	E	McKor Raj	
	10	RAGUL DRAVID	K	Student/IV EE	E	Roger Board . R	
	11	NEETHI DEVAN.	С	Student/IV ME	ECH	C. Nechi Dere.	
	12	NITHEESH.M		IV MCT		H. Nither	

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
namente regularen (k. s.). erren arr	Library cards are issued to First year students after getting their database and approval from Principal.	
Library Cards	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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	Γ	MINUTES (	<b>DF MEETING</b>	
	LIBRARY C	Date: 15.05.19		
Scheduled Time of start: Actual Time 12.20 p.m p.m		e of start: 12.35	Venue: ECE dept	
Meeting:		Actual Dur Meeting: 15	ation of the Minutes	Attendance (%):100%
15 Minutes Chaired by : Ms.P.Kavitha		]		<b>Compiled by:</b> Ms.P.Kavitha
Members I	Present:			
SL NO	MEMBER	NAME	DESTINATION	SIGN
1	MR. RAJESH		Prof/CSE	dury.
2	MS.V.DURGAD	EVI	Prof/ECE	DurgaDeeri
3	MR.PARTHIBA	N	Prof/MCT	Partheban
4	MR.MANIAM R	AMASAMY	Prof/MECH	'Aeif f
5	S.SENTHAMAR	AI KANNAN	Prof/EEE	Source
6	ROMANUS.S		Student/ IV AERO	) S. Romenus
7	K.B.SHRINITHI		Student/ IV CSE	Swimth
8	MADHUMITHA.K		Student/ IV ECE	K. Madhumitha
9	GAYATHIRI M		Student/ IV EEE	M. Gayathi.
10	SATHIA.C		Student/ IV MEC	H Sathia
11	DENIS.S		Student/ IV MCT	Donis

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibil ity & 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

PRINC M.A.M. SCH ENGINEERING OF SIRIGANUR, TIRUCHIRAPPALLI-621 105

	MINUTES OF MEETING					
		LIBRARY C			Da	te: 24.02.19
Scheduled Time of start:Actual 71.15 p.mp.m				Ittum IIIII		nue: ECE dept
	Planned D Meeting: 15 Min	uration of the	Actual Duration of the A Meeting: 15 Minutes		Att	tendance (%):100%
(	Chaired by				1	mpiled by:
<u> </u>	Ms.P.Kavit				Ms	.P.Kavitha
I	<u>Members</u>	Present:				
	SL NO	MEMBER	NAME	DESTINATIO	N	SIGN
	1	MR. RAJESH		Prof/CSE		ferent.
	2	MS.V.DURGADEV	Ί	Prof/ECE		DurgaDavi
	3	MR.PARTHIBAN		Prof/MCT		Parthibur
	4	MR.MANIAM RAI	MASAMY	Prof/MECH		'Arthy
	5	S.SENTHAMARA	KANNAN	Prof/EEE		Sound
	6	ROMANUS.S		Student/ IV AER	20	S. Romanus
	7	K.B.SHRINITHI		Student/ IV CSE		Sminith
	8	8 MADHUMITHA.K		Student/ IV ECE		K.Modhumitha
	9 GAYATHIRI M			Student/ IV EEE	,	M. Grayathia
	10	SATHIA.C		Student/ IV ME	CH	Sathie
	11	DENIS.S		Student/IV MCT		Donigo

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

Coordinator 24 2/10



			MINUTE	S OF MEETING	
		LIBRARY (	COMMIT	TEE	Date: 26.12.18
Scheduled Thile of State1.15 p.mPlanned Duration of the				ime of start: 1.30	Venue: ECE dept
			Actual I Meeting	<b>Duration of the</b> : 15 Minutes	Attendance (%):100%
	haired by Is.P.Kavit				<b>Compiled by:</b> Ms.P.Kavitha
N	lembers	Present:			
	SL NO	MEMBER	NAME	DESTINATION	SIGN
	1	MR. RAJESH		Prof/CSE	Sunt
Conception of the local division of the loca	2	MS.V.DURGADEVI		Prof/ECE	DurerenDierni
	3	MR.PARTHIBAN		Prof/MCT	Partlibar 2
	4	MR.MANIAM RAM	ASAMY	Prof/MECH	Acif f
	5	S.SENTHAMARAI KANNAN		Prof/EEE	Louis
	6	ROMANUS.S		Student/IV AERO	S. Romenus
	7	K.B.SHRINITHI		Student/IV CSE	Sminuthi
	8	MADHUMITHA.K		Student/IV ECE	K. Modhumitha
	9	GAYATHIRI M		Student/IV EEE	4. Gagethini
	10	SATHIA.C		Student/IV MECH	Sotai -
	11	DENIS.S		Student/IV MCT	Demos.

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
<ul><li>Book Bank</li><li>Journals</li></ul>	• 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.	
<ul> <li>Purchase order copies etc.</li> </ul>	• The members are also asked to identify book requirements for the new regulation for the respective departments.	-
	• 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 2

**CIPAL** PRI M.A.M. SCHO SIRIGANUR, TIRUCHIRAPPALLI-621 105.

	MINUTES OF MEETING					
		LIBRARY CO	OMMITTE	E	Date: 10.06.18	
Scheduled Time of start: 1.15 Actual Time p.m p.m					Venue: ECE dept	
Planned Duration of the Actual Dur Meeting:			Meeting:	ration of the 5 Minutes	Attendance (%):100%	
15 Minutes 1 Chaired by :			<u> </u>		Compiled by: Ms.P.Kavitha	
	s.P.Kavith				MS.P.Navitila	
M	embers P	Present:				
	SL NO	MEMBER N	AME	DESTINATION	SIGN	
	1	MR. RAJESH		Prof/CSE	fun	
	2	MS.V.DURGADEV	I	Prof/ECE	DurgaDen	
	3	MR.PARTHIBAN		Prof/MCT	Darthebar	
	4	MR.MANIAM RAN	ASAMY	Prof/MECH	Deifif	
	5	S.SENTHAMARAI	KANNAN	Prof/EEE	Come	
	6	ROMANUS.S		Student/ IV AERO	S. Romanus.	
	7	K.B.SHRINITHI		Student/ IV CSE	Anorthi	
	8	MADHUMITHA.K		Student/ IV ECE	K. Hadhumitha	
	9	GAYATHIRI M		Student/ IV EEE	M & ayathiri	
	10	SATHIA.C		Student/ IV MECH	Sathie.	
	11	DENIS.S		Student/IV MCT	Denies	

Subject	Decisions / Resolutions / R	esponsibility Assignments	Responsibility & Target Date
	The following responsibilit committee members and aske 15.06.18	ties are assigned to the d to complete the task before <b>Faculty in charge</b>	
<ul> <li>Maintenance of</li> </ul>		i wounty in charge	
<ul> <li>documents for Stock statement.</li> <li>Budget allocations.</li> </ul>	Library tickets, List of text books purchased month wise for the previous semester	Mr. Rajesh/CSE	15.06.18
<ul> <li>Monthly report.</li> <li>Purchase order</li> </ul>	Stock statement	Ms.V.Durgadevi/ECE	15.00.10
copies etc	Purchase order copies	Mr.K.Parthiban/Mecht	
copies etcil	Budget allocations and	Mr.Maniam	
	sanctions, Directory of publishers	Ramasamy/Mech	
	Monthly report	S.Senthamarai Kannan/EEE	
	Gate register, List of students and Staff	Mr.Hussain/AERO	

Coordinator

PRINCIPAL PRINCIPAL M.A.M. SCHOOL OF ENGINEERING

SIRIGANUR, TIRUCHIRAPPALLI-621 105

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		MINUTES	OF MEETING		
	LIBRARY C	OMMITTEE	ne (h. 1936) eta bana da tanan eta an eta eta eta eta eta eta eta eta den da d	Date: 07.11.1	7
cheduled Tim	ne of start: 02.45 p.m	Actual Time	of start: 02.45 p.m	Venue: Mecha	tronics lab
lanned Durat 15 Minutes	ion of the Meeting:	Actual Durat 15 Mir	ion of the Meeting: nutes	Attendance (%	6):100%
haired by : 1s.P.Kavitha				<b>Compiled by:</b> Ms.P.Kavitha	
aculty Memb	ers Present		<b>Faculty Members A</b>		
Mr.Purusoth 1r.P.Kaviya	drasekar/ECE aman/EEE trasu/Aero Sekar/Mech		NIL		
Subject	I.To create a custon	nizable user ex	Responsibility Assignr perience that is tailor	red to the needs	Responsibilit & Target Date
le Preuvien receite Alegr Ms: Scharti	of students, the com list of reputed jou corresponding depart 2.They are also aske one week.	arnal and sel- tment.	ect appropriate jou	rnals for their	
Academic Status	3. Librarian again rais library, which was di	scussed in the j	previous meeting.		14.11.17
Sellert	4:Convenor also ask required for their c forthcoming academi 5.Back volumes of jo 6:Sepearte racks are properly.	lepartment <sup>+</sup> so <sup>†</sup> c year. purhals are arrar	that it can be pur	chased for the	Nopri lo Re de Terge Tore
CONVE	NOR TH			PRINCIPAL	

#### 2017-2018

#### **MINUTES OF MEETING** Date: 07.11.2017 LIBRARY COMMITTEE STUDENT ATTENDANCE DESTINATION SIGN SL NO MEMBER NAME Jordha T INDRA.T IV AERO 1 R. Rogavi IV CSE 2 **R.RAGAVI** Rondi Solai A IV ECE 3 PANDI SOLAI .A AJITH.A IV EEE 4 achupati 5 PASHUPATI.S IV MECH with IV MCT 6 KARTHIKEYAN.B

Coordinator 11/19

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

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

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

Convener 9/05/17

al

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. Rogani				
3	PANDI SOLAI .A	IV ECE	Bindi Solai A				
4	АЛТН.А	IV EEE	Ajete A				
5	PASHUPATI.S	IV MECH	S. Jashpoti				
6	KARTHIKEYAN.B	IV MCT	Bothi				

Coordinator



		MINUTES	OF MEETING		e se speciel de la contra de la c	
2 (MARCOMOLINE) - 1940 - MARCOMOMIC CONSTRUCTION (MARCOMONIC) (MARCOMO	LIBRARY C	OMMITTEE		Date: 23.01.17		
Scheduled Time of	Scheduled Time of start: 3.10 p.m Actual Time of start: 3.10 p.m Venue: Library					
Planned Duration		Actual Duration of the Meeting: Attendance (%		Attendance (%)	;100 %	
Chaired by :	15 Minutes Chaired by :		<b>Compileo</b> Ms.P.Kav		y: a	
Ms P Kavitha		<b>`</b>	Faculty Members A			
Faculty Members	<u>Present (Signatu</u>	<u>re)</u>	NIL			
1.Ms. Nandini dev 2.Mr. Arivazhagar 3.Ms.Bhasriya/Ch 4.Ms. Karthika/EF 5.Mr.Kaviyarasu/ 6.Ms. Umantahet 7.Ms.G.Saranya (	Aero P- 64	ig a3/1/17				
Subject	Decisi	ons / Resolutio	ns / Responsibility As	signments	Responsibility & Target Date	
		and an ambarca	re asked to download	the national and		
e-Journals		ee members are asked to download the national and urnals of their corresponding department.				
from	international jo	ournals of their o	corresponding departing	a downloaded from		
DELNET.			e the status of material	s downloaded from		
	MIT libraries a	and National Dig	gital libraries.			
		<i>a</i>				
					25.01.17	
				and the second		
and the second	n a Bandan maran na anan kan kan an anan maran					

PRINCIPAL

Date: 23 - 1 - 17

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	Pin S				
3	RAJ KUMAR R	IV ECE	Raidkunser.R.				
4	PRIYANKA.S	IV EEE	S. Primankia				
5	BALAMURUGAN.P	IV MECH	Balomwuga.P				
6	BALAKUMARAN.V	IV MCT	Bala.4				

Coordinator? 3/12

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

	MINUTES	OF MEETING	namengarangan dikakan diserang dikana dikan menangkan di kan di kan dikan dikan di kan di kan di kan di kan di
LIBRARY C	COMMITTEE	anna baige mga Malandan di kabana kaban sa kaban ka M	Date: 12.1.17
Scheduled Time of start: 3.10 p.m	Actual Time of	of start: 3.10 p.m	Venue: Library
<b>Planned Duration of the Meeting:</b> 15 Minutes		ion of the Meeting: 5 Minutes	<b>Attendance</b> (%):100%
<b>Chaired by :</b> Ms.P.Kavitha			<b>Compiled by:</b> Ms.P.Kavitha
Faculty Members Present (Signatu	<u>re)</u>	Faculty Members A	bsent (Signature)
11.Ms. Nandini devi/CSE S		NIL	
	,		
2.Mr. Sriram/ECE 3.Ms.Bhasriya/Chemistry			
4.Ms. Karthika/EEE N 4.	-		
5.Mr.Kaviyarasu/Aero P.	F		
6.Ms. Umamaheswari /Mech 72	F		
7.Ms.G.Saranya/Mecht G.St			

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility &
Safe – Library software, book bank system	<ol> <li>A new library software is installed on 18.01.2017.</li> <li>It makes things easier for the students and faculty to browse the books from their department itself.</li> <li>The book bank system is also introduced from the month of January.</li> <li>The committee also suggested to send the circular for implementation of overdue charges/reminder to each department.</li> </ol>	Target Date



Date:

#### 2016-2017

MINUTES OF MEETING								
LIBRARY COMMITTEE Date: 12.01.2017								
STUDENT ATTENDANCE								
	T							
SL NO	MEMBER NAME	DESTINATION	SIGN					
1	PALANICHAMY.P	IV AERO	P. Palanichorny.					
2	OZSIN THOMACY. J	IV CSE	Ozsim. J					
3	RAJ KUMAR R	IV ECE	Rajokinen P.					
4	PRIYANKA.S	IV EEE	S. Buyanta					
5	BALAMURUGAN.P	IV MECH	Balamurye. P.					
	BALAKUMARAN.V	IV MCT	Rala.V					

Coordinator //1.7

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

		MINUTES	OF MEETING	andere a Cantana de La Cantana de		
	LIBRARY COMMITTEE Date: 12.9.16					
Scheduled Time of	start: 3.10 p.m	Actual Time	of start: 3.10 p.m	Venue: Library	anna an Tais is a thaisin di Barri a	
Planned Duration o 15 Minutes	f the Meeting:	Attendance (%):	100%			
Chaired by :		L		<b>Compiled by:</b> Ms.P.Kavitha		
Ms.P.Kavitha Faculty Members P	Prosont (Signatu	ro)	Faculty Members A		al anna an ann an Salana. 'S ba ann an S 1	
<ol> <li>Ms. Nandini devi</li> <li>Mr. Sriram/ECE</li> <li>Ms.Bhasriya/Che</li> <li>Ms. Karthika/EE</li> <li>Mr.Kaviyarasu/A</li> <li>Ms. Umamahesw</li> <li>Ms.G.saranya/M</li> </ol>	mistry E n Y	4				
Subject	Decisions / Resolutions / Responsibility Assignments					
Reorganization Stock verification	Target DateThe committee advised that the users should be asked to maintainsilence in reading area of the Library.The following points are also discussed in the meeting1.Increasing the number of users2.Re organization of reference section to make it dust free3.Shelf rectification4. Stock verificationThe committee also suggested in install software for accessing thebook details through LAN.					

PRINCIPAL

Date: 12.9.16

#### 2016-2017

	MINUT	<b>TES OF MEETING</b>	
	LIBRARY COMMI	<b>ITTEE</b>	Date: 12.09.2016
	STUDE	NT ATTENDANCE	
			****
SL NO	MEMBER NAME	DESTINATION	SIGN
1	PALANICHAMY.P	IV AERO	P. Palanichamy.
2	OZSIN THOMACY. J	IV CSE	Bsim. J
3	RAJ KUMAR R	IV ECE	Ropher R.
4	PRIYANKA.S	IV EEE	S. Prinjonka
5	BALAMURUGAN.P	IV MECH	Falanu raye P
6	BALAKUMARAN.V	IV MCT	Ralary

Coordinator 2/9

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

MINUTES OF MEETING							
LIBRARY C	OMMITTEE		Date: 6.7.2016				
Scheduled Time of start: 12.10 p.m	Venue: Library						
Planned Duration of the Meeting: 15 Minutes		tion of the Meeting: 5 Minutes	Attendance (%):100%				
<b>Chaired by :</b> Ms.P.Kavitha			<b>Compiled by:</b> Ms.P.Kavitha				
Faculty Members Present (Signatur 1.Ms. Nandini devi/CSE & We 2.Ms.Ramya/ECE 3.Ms.Bhasriya/Chemistry House 4.Ms. Karthika/EEE 5.Mr.Kaviyarasu/Aero 6.Mr. Syed Abuthahir /Mech Aut 7.Ms. G.Saranya/Mecht (1.)		<u>Faculty Members Al</u> NIL	<u>bsent (Signature)</u>				

Subject	Decisions / Resolutions / Responsibility Assignments	Responsibility & Target Date
Review of book titles, Procurement of books	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.	Targer Date
	The librarian clarified that book titles are being reviewed in every 3 years and being approved by the correspondent.	-
	Also, she clarified that procurement of books is in the process and very soon the required number of books will be received.	

PRINCIPAL

Date: 6.7.16

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. Palamichamy.					
2	OZSIN THOMACY. J	IV CSE	Osim.5					
3	RAJ KUMAR R	IV ECE	Ray Kwin. J.					
4	PRIYANKA.S	IV EEE	S. Rieyomko					
5	BALAMURUGAN.P	IV MECH	Balasnuruseil					
6	BALAKUMARAN.V	IV MCT	Bala.V					

Coordinator #7

PRINCIPAL PRINCIPAL

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

	MINUTES	OF MEETING	
LIBRARY C	OMMITTEE		Date: 28.06.16
Scheduled Time of start: 3.10 p.m	Venue: Library		
Planned Duration of the Meeting: 15 Minutes		on of the Meeting: 5 Minutes	Attendance (%):100 %
Chaired by : Ms.P.Kavitha		Compiled by: Ms.P.Kavitha	
Faculty Members Present (Signatu1. Ms.G.Saranya/MeehtG. J.A.2.Mr. Sriram/ECEJ.A.3.Ms.Bhasriya/ChemistryHamilian4.Ms. Karthika/EEE% Ma5.Mr.Kaviyarasu/AeroB.C.6.Ms. Umamaheswari /Mech7.27. Ms. Nandini devi/CSES. Ma	ef Em R	<u>Faculty Members A</u> NIL	<u>bsent (Signature)</u>

Subject	<b>Decisions / Resolutions / Responsibility Assignments</b>	Responsibility & Target Date
Procurement	1. The committee suggested that all the HODs may be informed	
of books,	about procurement status of their recommended books and it was	
Trained	decided that the expenditure statement of the year may be sent to	
Manpower	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.	
		and and again any first of the section of the



Date: 28.06.16

2016-2017

	MINUTE	<b>ES OF MEETING</b>	
	LIBRARY COMMI	TTEE	Date: 28.06.2016
		T ATTENDANCE	
SL NO	MEMBER NAME	DESTINATION	SIGN
1	PALANICHAMY.P	IV AERO	P. Palanichamy
2	OZSIN THOMACY. J	IV CSE	Bain. 3
3	RAJ KUMAR R	IV ECE	Rojckin- R.
4	PRIYANKA.S	IV EEE	S. Pruyernes
5	BALAMURUGAN.P	IV MECH	Gabonway ~ P
5	BALAKUMARAN.V	IV MCT	Bake. Y

Coordinator 28/6

AL PR DК ICIPAL M.A.M. SCHOOL OF ENGINEERING SIRIGANUR, TIRUCHIRAPPALLI-621 105.

			MINUTES O	F MEETING		
		LIBRARY C	OMMITTEE	ang kan bilanda antara di kana di kana di kana kana kana kana da jada da kana kana di kana kana di kana kana d	Dat	<b>e:</b> 14.07.16
	Scheduled Time of start: Actual Time o 12.10 p.m p.m			f start: 12.15 Ven		ue: Library
	Planned Duration of the Actual Durat Meeting: Meeting:		ion of the Ainutes		endance (%):100%	
	haired by					<b>mpiled by:</b> .P.Kavitha
	s.P.Kavith embers H					
	SL NO	MEMBER	NAME	DESTINATION	1	SIGN
	<u>3L NO</u>	G.SARANYA		Prof/MCT		Junt
	2	S.NANDHINIDEV	[	Prof/CSE		9, No
	3	MR.M.CHANDRA	SEKAR	Prof/ECE		m. chilling
	4	MS.BHASRIYA		Prof/CHEM		Phoseil
And A subject of the subject is the subject of the	5	MR.KAVIYARASU	J	Prof/AERO		Kaj
And a set of the set o	6	PALANICHAMY.P		Student/ IV AER	0	P. Blanichongy
and states of the second s	7	OZSIN THOMACY	Y. J	Student/ IV CSE		Ofm .S.
	8	RAJ KUMAR R		Student/ IV ECE		Raj Kenner L.
	9	PRIYANKA.S		Student/ IV EEF	)	S. Psiyanka
	10	BALAMURUGAN	1.P	Student/ IV ME	СН	Balamuruga. P
	11	BALAKUMARAN	J.V	Student/ IV MC	Т	Bala.v

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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 avopid 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

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