MINUTES OF THE LIBRARY COMMITTEE MEETING

The Library Committee meeting held at Rev. Fr. Principal's room at 12.30 p.m. on 18th February, 2009 with a silent prayer.

The following members were present:

Rev. Dr. A. Albert Muthumalai, S.J., Principal

Rev. Dr. S. Peter Xavier, S.J., Secretary

Rev. Fr. Dr. A.G. Leonard, S.J., Library Warden

Prof. G. Ramamurthy, Vice-Principal

Prof. T. Vincent Jayakumar, Member

Dr. P. Sagayaraj, Member

Prof. S.A. Nagarajan, Member

Mr. K.T. Dilli, Librarian

1. Fr. Library Warden welcomed the library committee members and requested the librarian to read out the previous minutes of the library committee meeting which was held on 5th November 2008.

2. Prof. Vincent Jayakumar, Faculty of Economics asked the librarian to check out for the unfulfilled suggestions of the previous meeting if any to take up before the present committee to decide.

3. The Librarian informed the committee that as per the decision of the previous committee, the library committee meeting was not held twice a year for various reasons. And it was suggested by the Dean of Science, Dr. Sagayaraj that the library committee meeting could be held along with the HOD's meeting if necessary. Fr. Library Warden suggested that the library committee meeting be conducted separately and not along with the HODs meeting. Fr. Principal, gave a solution that the meeting could be conducted during the 1st and the 2nd Internal tests. It was unanimously agreed by the members.

4. Dr. Sagayaraj proposed that the weeding out of unused and old books should be decided by the department level with the help of senior faculties.

5. Dr. Sagayaraj, asked the Librarian the reasons for not installing the smoke detector inside the library as discussed in the last meeting. Fr. Secretary informed him that he has replaced the old fire-extinguisher and the staff of library was given hand-on training of how to use them.

6. The librarian requested Fr. Secretary to sanction separate laptops to use them for the issue of Book Bank and stock verification. Fr. Secretary agreed to buy 2 laptops for the same.

7. Prof. Nagarajan requested the committee to provide separate scanner for the digital library. Fr. Secretary agreed to provide the scanner for the use of members of teaching faculties at the digital library.

8. The librarian requested the committee to increase the fine amount from 0.50 paisa to one rupee per day to solve the problem of change at the counter. The committee informed him that the increase of fine amount should be consulted only with the students official and gave a solution that the fine should be round off if necessary.

9. The librarian requested the committee to give extra hands for photocopying during lunch break. Fr. Secretary informed the librarian to make use of persons working in the other photocopying centre.

10. The librarian informed the committee, the recent G.O. of 2009 about the new regulations regarding the loss of books. The committee informed him that the extracts of the G.O. should be printed in the College Calendar 2010 – 2011, and also informed him to adhere to the new regulations by collecting 25% extra amount for the replaced copy and three times of the price of the lost books from the users.

11. The committee unanimously agreed to become institutional member to E-journal consortium of UGC – INFLIBNET (INFONET, Ahamadabad) where in our library uses can access to only the abstracts of those journals in the UGC – Consortium

12. Prof. Nagarajan informed the committee to subscribe only the ACM journals which is Rs. 2.50 lakhs instead of paying Rs. 5, 90,000 to IBH for the current renewals of journals. Fr. Secretary agreed the proposal given by him.

13. Fr. informed the committee that every Friday waste paper collectors would be collecting waste papers from our campus and he requested the committee to make use of this opportunity to Make our campus a litter-free zone.