Lib. committee 2013 – 14

Loyola College Library
Chennai – 600 034

Minutes of Library Committee Meeting - 2013

The Library Committee meeting was held at Rev. Fr. Principal's room on 04th October, 2013. It begun at 10.45 A.M. with a silent prayer.

The following members were present:

Rev. Dr. G. Joseph Antonysamy SJ, Principal & Chairman
Rev. Dr. Albert William, SJ, Secretary & Correspondent
Rev. Dr. Maria Packiam SJ, Library Director
Dr. K.T. Dilli, Librarian
Dr. S. Albones Raj, Vice Principal (Shift-1)
Dr. S. Vincent, Dean of Research
Dr. S. Jerome Das, Dean of Science
Dr. G. Gladston Xavier, Dean of Arts
Dr. Xavier Mahimairaj, Coordinator, IQAC
Prof. T. Vincent Jayakumar, Member
Prof. S.A. Nagarajan, Member
Dr. M. Parthiban, Asst. Librarian

Fr. Library Director welcomed the library committee members. Then the Librarian read out the minutes of the previous library committee meeting held on 09th October, 2012 and the same was approved by the committee.

After reading out the minutes of the last meeting the Librarian initiated the discussion as per the agenda.

- A training program for the Faculties and Research Scholars on Accessing e-resources was explained by the Librarian. Fr.Principal recommended that the training programme should be conducted in two sessions. One for the Shift-I staff and another for the Shift-II separately. It was agreed by all the members.
- Fr.Library Director expressed concern over the delay involved in the ERP system. Fr.Principal informed him to discuss the same separately.
- Librarian expressed concern over the transfer of Library staff without consultation. Fr.Principal informed him to bring the matter to his notice.
- Fr.Library Director informed the Library committee about the Major Research Project applied for the Library. Fr.Principal appreciated our efforts and also informed that the Library should apply for two more projects.
- The Librarian informed the committee about the publication of Library Handbook. For which Fr.Principal informed him that it could be displayed in the Library page of College Website.

- Father Library Director informed the committee to have a staff enhancement program for Library Staff. The committee agreed to the proposal.
- The Librarian informed the committee about the workshop, first of its kind for the Library. The committee unanimously agreed to the one day library workshop. Fr.Principal gave a suggestion that funds for the workshop could be utilized from the Treasurer.
- Prof. Gladstone expressed concern over the height of the reading table. The Library Director and the Librarian assured him that the reading table's height would be increased.
- The Library Committee wished that our college should have a separate book store inside our campus, for the benefit of our students. Fr. Library Director and the Librarian welcomed the suggestion and assured them that it would be taken care of.
- The committee also suggested that the Maran Library should be properly used. Dr.Vincent assured the committee that he would get financial support from the Maran Trust to equip Air-Conditioners and Furniture to encourage better use of the books.
- The Librarian informed the committee about the condition of donated books. The committee suggested that the books may be sent to the relevant department to suggest whether it could be useful or otherwise.
- Dean of Arts Dr.Gladstone Xavier informed the committee about the less space available in the Library for research scholars. Fr.Library Director informed him that the space available in the Maran Library could be accommodated.
- Prof.Vincent suggested that the Library committee may be held on Saturdays to ensure complete participation of the members.
- The Librarian suggested that the Digital Library & RCDA should be under the control of Library Director. In this regard he also informed to send a letter to this effect to be sent to Fr. Library Director.
- Dr.Gladstone suggested that at least 25% from the total budget be allotted to purchase of Books and Journals.
- The committee suggested that minutes of the Library Committee be sent to all members of teaching faculty through e-mail.
- The Librarian informed the committee about the non-compatibility of First Year Identity cards in the Library. Fr.Principal suggested that the Card Readers should be sent to the Library through Vice-Principal's office.
- Prof. Xavier Mahimai Raj suggested that the Library Committee meeting should be conducted twice a year.
- Librarian expressed concern over shifting of Computers from Digital Library for the College admission work. Fr.Principal informed that computers could be taken from Computer Labs from the next year admission onwards.

Finally Fr. Library Director proposed the vote of thanks.

Loyola College Central Library
Chennai – 600 034

Library Committee Meeting: 2013-2014

Date: 04-10-2013 **Time: 11.20 A.M.** **Venue: Principal's Office**

Meeting Attendance			
S.No.	**Name**	**Designation**	**Signature**
1.	Rev.Dr.G.Antony Samy, S.J.	Principal & Chairman	
2.	Rev.Dr.M.Albert William, S.J	Secretary & Correspondent	
3.	Prof.G.Ramamurthy	Deputy Principal	
4.	Rev.Dr.Maria Packiam, S.J.	Library Director	
5.	Dr.K.T.Dilli	Librarian	
6.	Dr.S.Albones Raj	Vice-Principal (Shift-1)	
7.	Dr.S.Vincent	Dean of Research	
8.	Dr.S.Jerome Das	Dean of Science	
9.	Dr.G.Gladston Xavier	Dean of Arts	
10.	Dr.Xavier Mahimairaj	Co-ordinator, IQAC	
11.	Prof.T.Vincent Jayakumar	Member	
12.	Prof.S.A.Nagarajan	Member	
13.	Dr.M.Parthiban	Assistant Librarian	