Central Library, Loyola College
Chennai – 600 034
Phone: 28178200 Ext: 340-341
E-mail: loyolalibrarychennai@gmail.com

# Library Committee Meeting: 2018-2019

**Date: 15-02-2019 Time: 11:00 am noon Venue: Central Library**

## AGENDA

1. Prayer– Dr Xavier Mahimairaj A
2. Welcome – Dr Parthiban M, Librarian
3. Minutes of the Previous Meeting
   - Dr Parthiban M, Librarian
4. Introductory Remarks
   - Rev Dr Leonard AG SJ, Library Director
5. Library - related Issues & suggestions, if any
6. Vote of Thanks – Prof. K.D.Francis Xavier

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## Activities for the Academic Year 2018-2019

### ACTIVITIES

Being a service sector, Library staffs carry out their activities by keeping in mind the need of the users. From February, 2019 the work of Loyola Printing Centre (Photocopying & Printing) has been outsourced. Photocopying service inside the Library which was earlier outsourced has been reverted back to Library work.

### STATISTICS

1. *New Arrivals during the Academic year 2018-2019*

| | | |
|---|---|---|
| Books | 902 | 5,90,850 |
| Journals | 86 | 3,53,386 |
| E-resources | 2 | 19,63,142 |
| **TOTAL** | | **29,07,378** |

2. Usage Statistics (April, 2018 **to** March,2019)

| Member Type | Access |
|---|---|
| UG Student | 94310 |
| PG Student | 27771 |
| Research Scholars | 4965 |
| Faculty | 4793 |
| Administrative | 348 |
| **TOTAL** | **1,32,187** |

3. Books Issued during (01-04-2018 **to** 31-03-2019) – 22,805

4. E-Resources Accessed during (April, 2018 **to** March,2019)

| | |
|---|---|
| EBSCO | 31,394 |
| N-List | 47,815 |

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**2018-2019 : Minutes of Library Committee Meeting – I**

01. *Date & Venue*

2018-2019 The Library Committee Meeting- I was held at Central Library on 15th February, 2019, Friday at 11:00 am. Fr Leonard A G, SJ chaired the session as suggested by Fr. Principal and Mr Ashok Kumar.P, Assistant Librarian recorded the minutes.

*02. Apology for absence, if any*

All the members were present

The following are the members :*(The names of new members are given in Italics)*

*01. Rev. Dr F.Andrew, SJ, Principal & Chairman*
*02. Rev. Dr D.Selvanayakam, SJ., Secretary & Correspondent*
03. Dr Fatima Vasanth, Deputy Principal
04. Rev. Dr. A.G.Leonard, SJ, Library Director
05. Dr M.Parthiban, Librarian, Central Library
06. Dr M.George Johnson, Member - Chemistry
07. Dr Sherafin Janci Vincy, Member - Adv. Zoology
08. Prof K.T.Maninivannan, Member - Commerce
09. Dr A.Xavier Mahimairaj, Member - Commerce
10. *Prof K.D.Francis Xavier, Member - English*
11. Prof. E.Suresh Paul, Member – Visual Communication
12. Mr. K.Arokia Sagaya Melson, Member – Service Learning
13. Mr P.Ashok Kumar, Assistant Librarian

03. *Prayer*

The meeting began with the prayer said by Dr Xavier Mahimairaj.

04. *Thanks & Welcome*

Librarian thanked the outgoing members :Rev. Dr. Arockiasamy Xavier, S.J., Principal, Rev. Dr S.Lazar, S.J., Secretary, Prof. X.Manoharan, Dept. of English for their contribution towards the functioning of the college library. Further, he welcomed all the members present.

05. *Passing of the Minutes of the Previous Meeting*

Librarian read out the Minutes of the previous Library Committee Meeting held at Rev Fr. Principal's room on 21st March, 2018, Wednesday at 12:00 noon. (See copy of the minutes attached). The same was passed without any modification.

06. *Introductory Remarks*

Rev Fr. A.G.Leonard, S.J. presented the activities at the central library during the academic year 2018-2019.

07. *Clarifications, Proposals & Queries*

The following proposals were given by the Library Committee members for the betterment of the Library.

- Members suggested that number of Books issued to Under Graduate students shall be increased.
- More number of reference books shall be purchased in accordance with the need of researchers.
- Strengthening of E-resources and working out the possibility of linking the E-resources of other Libraries in our campus.
- Periodical stock Taking of Central and Department Libraries shall be conducted.
- Timing of the Library shall be maintained as it is.
- Book issue for First year students shall begun the moment they receive their Identity Cards.

- Photocopy facility inside the Library shall be handled by Library staff instead of outsourcing.
- If there is no adequate staff in Library, Printing Facility (Printout & Photocopy) in the Own Book Reading Room of the Library shall be given for outsourcing, without changing the working hours and rate structure.

*The Library, has taken note of these proposals, and will work out the possibilities of implementing it.*

08. *Vote of Thanks*

Prof. K.D.Francis Xavier, proposed vote of thanks.

Meeting came to an end.

Principal
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# Library Committee Meeting: 2018-2019

**Date: 15-02-2019** **Time: 11:30 am** **Venue: Central Library**

| S.No. | Name | Designation | Signature |
|---|---|---|---|
| 1. | Rev. Dr F.Andrew, SJ, | Principal & Chairman | |
| 2. | Rev. Dr D.Selvanayakam, SJ., | Secretary & Correspondent | |
| 3. | Dr. Fatima Vasanth | Deputy Principal | |
| 4. | Rev. Dr Leonard A G SJ | Library Director | |
| 5. | Dr M.Parthiban | Librarian | |
| 6. | Dr M.George Johnson | Member | |
| 7. | Dr Sherafin Janci Vincy | Member | |
| 8. | Prof K.T.Manivannan | Member | |
| 9. | Dr A.Xavier Mahimairaj | Member | |
| 10. | Prof K.D.Francis Xavier | Member | |
| 11. | Prof. Suresh Paul | Member | |
| 12. | Mr. Arokia Sagaya Melson | Member | |
| 13. | Mr P.Ashok Kumar | Asst. Librarian | |