LOYOLA COLLEGE
A Jesuit Institution
CHENNAI - 600034, TAMIL NADU, INDIA

Central Library <library@loyolacollege.edu>

Library Committee Meeting 2022-2023

1 message

Central Library <library@loyolacollege.edu> Mon, Mar 13, 2023 at 3:16 PM
To: Principal Loyola College <principal@loyolacollege.edu>, Secretary Loyola College <secretary@loyolacollege.edu>, DEPUTY PRINCIPAL <deputyprincipal@loyolacollege.edu>, "Rev. Fr. A. Louis Arockiaraj SJ" <louissj@loyolacollege.edu>, M George Johnson <georgejohnson@loyolacollege.edu>, Dr Prasanna Kumar <drprasannakumar@loyolacollege.edu>, Dr Ravindhran R <ravibot1998@loyolacollege.edu>, "Rev.Dr.A.Irudayaraj SJ" <iruraj2020@loyolacollege.edu>, Christina Sagaya Mary D <christinad@loyolacollege.edu>, Central Library <library@loyolacollege.edu>, Ashok Kumar <fpashok9979@gmail.com>

Dear Father/Sir/Madam,

Library Committee meeting (2022-2023) will be held on 17th March, 2023 (Friday) at 12:30pm in Father Principal's Office. Kindly make it Convenient to attend the meeting.

LIBRARY COMMITTEE

Rev. Dr. A. Thomas, S.J.	Principal & Chairman
Rev. Dr. B. Jeyaraj, S.J.	Secretary & Correspondent
Dr. J. A. Charles	Deputy Principal
Dr. M. Parthiban	Librarian, Convener
Rev. Dr. Louis Arokiaraj S.J.	Head, Department of Social Work & Director, Dept. of Service Learning
Mr. P. Ashok Kumar	Asst. Librarian
Dr. M. George Johnson	Member
Dr. S. Prasanna Kumar	Member
Dr. R. Ravindhran	Member
Rev. Dr. A. Irudayaraj, S.J.,	Member
Ms. D. Christina Sagayamary	Member

With regards

Dr M.Parthiban, Librarian, Central Library, Loyola College, Chennai – 600 034 Phone : 91-44-28178341	Rev. Dr A.Louis Arockiaraj, SJ Library Director, Central Library, Loyola College, Chennai – 600 034 Phone : 91-44-28178340

Central Library, Loyola Colleg
Chennai – 600 03
Phone: 28178340-341
E-Mail : library@loyolacollege.ed

Library Committee Meeting: 2022-2023

Date: 17-03-2023 **Time: 12:30 pm** **Venue: Principal's Office**

AGENDA

1. Prayer
2. Welcome & Introductory Remarks
   Rev Dr A.Louis Arockiaraj, SJ, Library Director
3. Minutes of the Previous Meeting
   - Dr M.Parthiban, Librarian
4. Library - related Issues & Suggestions, if any
5. Vote of Thanks – Prof. D. Christina Sagaya Mary

Central Library, Loyola College
Chennai – 600 034
Phone: 28178340-341
E-Mail : library@loyolacollege.edu

Library Activities for the Academic Year 2022-2023

As per the Jesuit Management Decision, Library Director, Rev Dr A.Maria Augustine, SJ went to Loyola College, Vettavalam to assume the responsibility of Campus Treasurer. Rev Dr A.Louis Arokiaraj, SJ, HOD, Social Work & Director, Department of Outreach, took charge as the Library Director from 2022 June.

Library Access : From March,2022 onwards *(after Lockdown),* Library started to function normally from 08:00am to 08:00pm. Due to revised exam schedule Library was functioning without break during the summer vacation (May / June) of 2022. Vacation was provided to the staff members without disturbing the normal function of Library.

Library Staff : Mr Durai was transferred to College Office *(Shift-2)* on 28-04-2022. At present in Library there are eleven staff members. Library Director conducted periodical interaction with the Library Staff, to assess their performance, to get their feedback and to discuss about the Library and User's needs.

Infrastructure : Taking into consideration the present need of the Library User and the Library, certain infrastructural modifications were carried out in the Digital Library. Systems in the Lab Two and Lab Three were removed. First Lab was enlarged with more systems. Lab Two was converted as reading room for Faculties and Research Scholars with existing furniture and additional Plug points were fixed there. Lab Three is allocated for placing the Library Books. In addition to the existing 12 CCTV's 8 more was fixed in remote locations.

Orientation to New Library Users: Necessary PPT's regarding Library Facilities and how to access, were sent to all the Library Users *(New Staff and Students UG & PG)*. Based on request classroom presentation were also done. To access our subscribed E-Resources Individual User Name & Password have been created and sent to all the Library Users. Relevant Academic Information *(Seminars, Webinars, Competition, Weblinks)* acquired from various sources were sent to the concerned officials, staff members and students.

New Initiatives : Library has been assigned as the contact point for our college faculties in updating the Vidwan Portal *(Database of Scientists and Researchers)* and IRINS *(Indian Research Information Network System)* portal maintained by INFLIBNET. Instead of the URKUND plagiarism analysis software, from Dec-2022 TURNITIN Plagiarism analysis software subscribed by LIBA, is shared by us.

Book Donation : Our Loyola Alumni and well-wishers of our College are donating books to our Library. We acknowledge their gesture by receiving the Books (new books and used books in good condition) and sending Acknowledgement letters.

Other regular Library activities like Acquisition, Processing and Transaction were carried out taking into consideration the needs of the Library Users. Under the Academic guidance of our Principal, Rev. Dr.A.Thomas, SJ and with the Infrastructure support from our Secretary Rev. Dr B. Jeyaraj, SJ, Library Staff carried out their work as specified by our Library Director.

STATISTICS

1. *New Arrivals during the Academic year 01-04-2022* ***to*** *15-03-2023*

Category	No.	Amount ₹
Books	1172	9,26,838
Journals	45	3,63,420
E-resources	3	23,30,282
TOTAL		**36,20,540**

2. *Usage Statistics* for *the Academic year 01-04-2022* ***to*** *31-03-2023*

Member Type	Access
UG Student	1,06,386
PG Student	24,764
Research Scholars	2473
Faculty	5314
Administrative	1309
TOTAL	**1,40,246**

3. *Books Issued during the Academic year 01-04-2022* ***to*** *31-03-2023*

Member Type	Transaction
UG Student	12,710
PG Student	3718
Research Scholars	383
Faculty	2102
Administrative	170
TOTAL	**19,083**

4. E-Resources Accessed during *the Academic year 01-04-2022* ***to*** *31-03-2023*

Title	Usage & Download
EBSCO (Journal & Book)	8297
N-List	2523
Magzter	7610

Dr M Parthiban
Librarian

Rev. Dr A.Louis Arockiaraj,SJ
Library Director

2022-2023 : Minutes of Library Committee Meeting – I

01. *Date & Venue*

2022-2023 The Library Committee Meeting was conducted on 17th March, 2023, Friday at 12:30pm in Principal's Office. Rev Dr A. Louis Arockiaraj,SJ chaired the session and Mr P. Ashok Kumar, 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* ***bold)***

01. Rev. Dr A.Thomas, SJ,	Principal & Chairman
02. **Rev. Dr B. Jeyaraj, SJ,**	Secretary & Correspondent
03. **Dr J.A. Charles,**	Deputy Principal
04. **Rev. Dr. A. Louis Arockiaraj, SJ,**	Library Director
05. Dr M. Parthiban,	Librarian
06. Mr P. Ashok Kumar,	Assistant Librarian
07. Dr M.George Johnson,	Member - Chemistry
08. Dr S.Prasanna Kumar,	*Member - Commerce*
09. Dr R.Ravindhran,	*Member - Plant Biology*
10. Rev Dr A. Irudayaraj, SJ,	Member – Visual Communication
11. Prof. D. Christina Sagaya Mary,	*Member – English*

03. *Prayer*

The meeting began with a silent prayer.

04. *Thanks & Welcome*

Librarian thanked the outgoing members: Rev Dr D.Selvanayakam, SJ , Rev Dr A. Maria Augustine,SJ, Dr Melchias Gabriel, for their academic inputs for the development and functioning of the college library. Further, he welcomed all the members present. New

Members of the Library Committee Rev Dr B.Jeyaraj, SJ Secretary & Correspondent; Dr J. Charles, Deputy Principal & Rev Dr A.Louis Arockiaraj, SJ Library Director was welcomed on behalf of the Library Committee.

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

Librarian (Dr M.Parthiban) read out the Minutes of the previous Library Committee Meeting held on 10th June, 2022, Friday, 12:00 noon at Principal's Office. The same was passed without any modification.

06. *Introductory Remarks*

Rev Dr. A. Louis Arockiaraj, SJ, Library Director presented the activities and the new initiatives at the Central Library during the academic year 2022-2023.

New Initiatives : Digital Library Lab–1 space has been increased with more systems. Digital Library Lab–2, converted as reading room for Research Scholars & Staff Members. Digital Library Lab--3, to be converted as Book Stack room. In the Library Reception, provision has been made for the Library Users to note down the Suggestions for Library & recommending New Titles. Library has taken up the responsibility of being the contact point for the Staff update (Academic Profile) in Vidwan Portal & IRINS Portal which is maintained by UGC – Inflibnet. Access to Turnitin (Anti Plagiarism software – Subscribed by LIBA) has been enabled through Central Library for our Faculties and Research Scholars.

07. *Clarifications, Proposals & Queries*

The following proposals were given by the Library Committee members for the

betterment of the Library.

- Faculties should provide assignments to students in such a way; the students would visit the Library for reference.
- Faculties should accompany the students to the Library and engage them in a meaningful academic work.

Central Library, Loyola College
Chennai – 600 034
Phone: 28178200 Ext: 340-341
E-Mail :library@loyolacollege.edu

Members of the Library Committee Rev Dr B.Jeyaraj, SJ Secretary & Correspondent; Dr J. Charles, Deputy Principal & Rev Dr A.Louis Arockiaraj, SJ Library Director was welcomed on behalf of the Library Committee.

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

Librarian (Dr M.Parthiban) read out the Minutes of the previous Library Committee Meeting held on 10th June, 2022, Friday, 12:00 noon at Principal's Office. The same was passed without any modification.

06. *Introductory Remarks*

Rev Dr. A. Louis Arockiaraj, SJ, Library Director presented the activities and the new initiatives at the Central Library during the academic year 2022-2023.

New Initiatives : Digital Library Lab–1 space has been increased with more systems. Digital Library Lab–2, converted as reading room for Research Scholars & Staff Members. Digital Library Lab–3, to be converted as Book Stack room. In the Library Reception, provision has been made for the Library Users to note down the Suggestions for Library & recommending New Titles. Library has taken up the responsibility of being the contact point for the Staff update (Academic Profile) in Vidwan Portal & IRINS Portal which is maintained by UGC – Inflibnet. Access to Turnitin (Anti Plagiarism software – Subscribed by LIBA) has been enabled through Central Library for our Faculties and Research Scholars.

07. *Clarifications, Proposals & Queries*

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

- Faculties should provide assignments to students in such a way; the students would visit the Library for reference.
- Faculties should accompany the students to the Library and engage them in a meaningful academic work.

Principal
LOYOLA COLLEGE
CHENNAI - 600 034

Action Taken Report

01. *Clarifications, Proposals & Queries*

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

- Faculties should provide assignments to students in such a way; the students would visit the Library for reference.
- Faculties should accompany the students to the Library and engage them in a meaningful academic work.
- Based on the usage report, members suggested apart from the student's, faculties should also visit the library periodically.

  Faculties visit is gradually increasing.
- Explanation was sought for the reduction in the renewal of Print Journals. *(1. More E-Journals subscribed, 2. Some of the Print Journals has become Open Source)*

  More E-Journals subscribed, Some of the Print Journals has become Open Source
- Taking into consideration the current scenario, modern gadgets should be allowed inside the Library, which would enable the students to access resources in all formats. To support this Wi-Fi facility in the Library has to be further strengthened.

  In Library there is no restriction regarding Academic related Gadgets (*without disturbing other users*).
- Apart from providing e-resources, hard copies of some magazines can be placed, which would generate reading interest for some students.

  Some General Magazines are renewed again.
- Library Reference extension can be utilized as a place for Academic discussion for small group.

  Fr Library Director has taken initiative to utilize that space to conduct Guest lectures.
- Digital Library Iron stair case can be improvised and there should be more outlets in Digital Library for emergency exit.

  Two outlets are kept open without locking it.

- Painting of Central Library along with the Bertram Hall can be considered.

  Fr Secretary has approved and completed the task.
- Department wise class room presentation regarding Library facilities for the new library users has to be encouraged and to be conducted by all the departments.

  Invite has to be from the Departments.
- Sharing of E-resources of our own campus Libraries can be further strengthened.

  Loyola College is sharing its E-Resources. Others still reluctant.
- Institutional Membership of other Libraries can be considered.

  Now Individual members hip is available and comparatively less priced than institution membership.
- Members appreciated the periodical updates *(New Arrivals & other relevant Academic Information)* through E-Mail from the Library.

Central Library, Loyola College
Chennai – 600 034
Phone: 28178340-341
E-Mail : library@loyolacollege.edu

Library Committee Meeting: 2022-2023

Date: 17-03-2023 Time: 12:30 pm Venue: Principal's Office

S.No.	Name	Designation	Signature
1.	Rev. Dr A.Thomas, SJ	Principal & Chairman	Thomas
2.	Rev. Dr B.Jeyaraj, SJ.	Secretary & Correspondent	
3.	Dr. J.A.Charles	Deputy Principal	
4.	Rev. Dr A.Louis Arockiaraj, SJ	Library Director	
5.	Dr M.Parthiban	Librarian	M. Parth
6.	Mr P.Ashok Kumar	Asst. Librarian	
7.	Dr M.George Johnson	Member	
8.	Dr S.Prasanna Kumar	Member	S. Prasana
9.	Dr R.Ravindhran	Member	
10.	Rev Dr A. Irudayaraj, SJ	Member	
11.	~~Prof.~~ Dr D. Christina Sagaya Mary	Member	D. Ch