Central Library <library@loyolacollege.edu>

Library Committee Meeting 2024-2025

Central Library <library@loyolacollege.edu> Fri, Feb 14, 2025 at 12:43 PM
To: Principal Loyola College <principal@loyolacollege.edu>, Secretary Loyola College <secretary@loyolacollege.edu>, DEPUTY PRINCIPAL <deputyprincipal@loyolacollege.edu>, Fr Justin Prabhu SJ <frjustinprabhusj@loyolacollege.edu>, Central Library <library@loyolacollege.edu>, Ashok Kumar <fpashok9979@gmail.com>, Gautam Manoharan <gautam@loyolacollege.edu>, Thresia Mathews <drthresia@loyolacollege.edu>, Dr Samuel J <jsamuel@loyolacollege.edu>, JOSEPH MADHAVAN <jmadhavang@loyolacollege.edu>, "Rev.Dr.A.Irudayaraj SJ" <iruraj2020@loyolacollege.edu>, Saritha R <saritha@loyolacollege.edu>

Dear Library Committee Members,

Library Committee meeting (*2024-2025*) will be held on 26th February, 2025 (*Wednesday*) at 12:30pm in Father Principal's Office. Kindly make it convenient to attend the meeting.

LIBRARY COMMITTEE

(Non-Statutory Committee – UGC Regulations 2023)

Rev. Dr. A. Louis Arockiaraj, S.J.	Principal & Chairman
Rev. Dr. B. Jeyaraj, S.J.	Secretary & Correspondent
Dr. J. A. Charles	Deputy Principal
Rev. Fr. A. Justin Prabhu, S.J.	Director, Library
Dr. M. Parthiban	Librarian & Convener
Mr. P. Ashok Kumar	Asst. Librarian
Dr. M. Gautaman	Member
Dr. K. Thresia Mathews	Member
Dr. J. Samuel	Member
Dr. J. Madhavan	Member
Rev. Dr. A. Irudaya Raj, S.J.	Member
Dr. R. Saritha	Member

With Regards

Rev. Fr Justin Prabhu SJ, Library Director,
Dr M.Parthiban, Librarian,
Central Library, Loyola College, Chennai – 600034
Phone : 91-44-28178341/340



LibCommLet_24-25.jpg
914K

Central Library, Loyola College
Chennai – 600 034
Phone: 28178341-340
E-Mail : library@loyolacollege.edu

Library Committee Meeting: 2024-2025

Date: 26-02-2025 **Time: 12:30 pm** **Venue: Principal's Office**

AGENDA

1. Prayer
2. Welcome & Initiating the Proceedings

   Rev Fr A. Justin Prabhu, SJ, Library Director
3. Minutes of the Previous Meeting

   - Dr M.Parthiban, Librarian
4. Library - related Issues & Suggestions, if any
5. Vote of Thanks – Dr R.Saritha

Central Library, Loyola College
Chennai – 600 034
Phone: 28178341-340
E-Mail : library@loyolacollege.edu

Library Activities for the Academic Year 2024-2025

Library Staff :Mr Maria Dennis Sahayam has relieved from the College for personal reasons on 30-09-2024. Mrs C.Sagunthala, retired from the Service on 31-12-2024. Now the Library Staff strength stands at Eight. 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: To Accommodate Lift Facility for the Bertram hall, Bag Counter in the Left wing of the Library shifted to Right wing of the Library. For the new bag counter staff working space has been utilized. Technical Section has been merged with the Librarians room. Portion of the Humanities Book section has also been vacated for accommodating Lift. Library Directors room is also being used as Green Room for Official Functions in the Bertram Hall. Relocated newly restructured Bag Counter has started functioning from 21-10-2024 onwards. Bertram Hall Lift has started functioning from 20-02-2025 onwards.

New Initiatives: Due to the initiative taken by our Library Director, the Second lab of the Digital Library is being utilized as Discussion Room and named as 'Ideation Room'. It can accomodate around 25 users. Faculties are bringing classes for lectures or discussion. Research Scholars are also allowed to utilize that space for their Research discussion.

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 & Research Scholars)*. 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 and staff members.

Librarian gave a guest Lecture on the availability and utilisation of Library Resources for our Library Users. For Research Scholars organised by LISSTAR on 29-08-2024, for Mathematics PG Students & Research Scholars on 17-12-2024, and for Biotechnology PG Students & Research Scholars on 09-01-2025.

VIDWAN & IRINS Portal : With reference to VIDWAN portal, 362 Faculties (*Aided & Management*) profiles is on display. The updating (*removing the retired or relived staff members and adding the new faculties*) process is constantly monitored, frequently reminded to upload their research outputs and other achievements.

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. This year 67 books were donated by

Read Japan Project of Japan Foundation, acquired through Department of International Relations.

Library Committee Meeting : Conducted on 26-02-2025 (*Monday, 12:30pm*) at Father Principals Office.

Regular Activities : Other regular Library activities like Acquisition, Processing and Transaction were carried out taking into consideration the needs of the Library Users. Renewals of the existing 3 databases (*EBSCO, N-List, Magzter*) and the Plagiarism Software (*X*) has been carried out. Being a service oriented sector, the activities in the Library are planned in such a way, giving priority to the needs of the Library users, without compromising the Library ambience.

Under the Academic guidance of our Principal, Rev. Dr. A. Louis Arockiaraj, SJ and with the Infrastructure support from our Secretary Rev. Dr Boniface Jeyaraj, SJ, and constant feedback from our Deputy Principal, Dr J. Charles, Library Staff are carrying out their work as specified by our Library Director.

STATISTICS

1. *New Arrivals during the Academic year 01-04-2024* ***to*** *31-03-2025*

Category	**No.**	Amount `
Books	1371	10,87,215
Journals	45	4,05,189
E-Resources	3	24,38,243
TOTAL		**3,93,0647**

2. *Usage Statistics* for *the Academic year 01-06-2024* ***to*** *31-05-2025*

Member Type	**Access**
UG Student	75,130
PG Student	25,178
Diploma – LIVE - *PULCS*	*580*+160
Research Scholars	1658
Faculty	4157
Administrative	1827
TOTAL	**1,08,690**

Central Library, Loyola College
Chennai – 600 034
Phone: 28178341-340
E-Mail : library@loyolacollege.edu

3. *Books Issued during the Academic year 01-06-2024* ***to*** *31-05-2025*

Member Type	Transaction
UG Student	7880
PG Student	2380
Research Scholars	357
Faculty	1716
Administrative	184
TOTAL	**12,524**

4. E-Resources Accessed during *the Academic year 01-06-2024* ***to*** *31-05-2025*

Title	Usage & Download
EBSCO(Journal & Book)	10,654
N-List (Apr,24 – Jan, 25)	1767
Magzter	8600

5. 395 Research Works Checked for Plagiarism during *01-06-2024* ***to*** *31-05-2025.*

Dr M Parthiban
Librarian

Rev. Fr A. Justin Prabhu,SJ
Library Director

Central Library, Loyola College
Chennai – 600 034
Phone: 044-28178-341, 340
E-Mail :library@loyolacollege.edu

2024-2025 : Minutes of Library Committee Meeting – I

01. *Date & Venue*

2024-2025 The Library Committee Meeting was conducted on 26th February, 2025, Monday 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

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

01. Rev. Dr A. Louis Arockiaraj, SJ,	Principal & Chairman
02. Rev. Dr B.Jeyaraj, SJ,	Secretary & Correspondent
03. Dr J.A. Charles,	Deputy Principal
04. Rev. Fr A.Justin Prabhu, SJ,	Library Director
05. Dr M.Parthiban,	Librarian
06. Mr P. Ashok Kumar,	Assistant Librarian
07. Dr M.Gautaman,	***Member - Sociology***
08. Dr K. Thresia Mathews,	***Member – Adv. Zoo. & Biotechnology***
09. Dr J. Samuel,	***Member – Commerce – Accounting and Finance***
10. Dr J.Madhavan,	Member- Physics
11. Rev Dr A.Irudayaraj, SJ,	Member – Visual Communication
12. Dr R. Saritha,	***Member – Economics***

03. Prayer

The meeting began with a silent prayer.

04. Thanks & Welcome

Library Director thanked the outgoing members: Dr M. George Johnson, Dr S. Prasanna Kumar, and Dr D. Christina Sagayamary, for their academic inputs for the development and functioning of the college library. Further, he welcomed all the members present.

CENTRAL LIBRARY IHS LOYOLA COLLEGE

Central Library, Loyola College
Chennai – 600 034
Phone: 044-28178-341, 340
E-Mail :library@loyolacollege.edu

New Members of the Library Committee Dr M. Gautaman, Dr K.Thresia Mathews, Dr J. Samuel and Dr R. Saritha 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 04th March, 2024, Monday, 12:30 pm at Principal's Office. The same was passed without any modification.

06. *Introductory Remarks*

Rev. Fr A.Justin Prabhu,SJ, Library Director presented the activities and the new initiatives at the Central Library during the academic year 2024-2025.

New Initiatives: Under the guidance of our Library Director, second Lab of the Digital Library is being utilized as 'Ideation Room' – can accommodate around 25 persons. Being utilised for Lectures (*including Online*), Discussion (*involving Faculties, Research Scholars & Students*) and Meetings (*like Doctoral Committee & Pre Viva Session*).

More departments should come forward to conduct the Library Orientation for their students. Since a portion of the Library (*old bag counter & one block of Humanities section*) has been taken for Bertram Hall Lift, the room near the Bertram Hall staircase (backend right side, EB panel) has to be attached to the library.

07. *Clarifications, Proposals & Queries*

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

- Need for High End Plagiarism software was raised. Librarian was asked to check about the availability of Plagiarism Software in other nearby colleges.
- IQAC should Cross check with Library before uploading the Library related data, so that data mismatch should not take place. Actual amount spend for the Library development should reflect in the NIRF data.
- Steps should be taken to adopt the ONOS (*One Nation One Subscription*) scheme which is being implemented by the Government through UGC.

CENTRAL LIBRARY IHS LOYOLA COLLEGE

Central Library, Loyola College
Chennai – 600 034
Phone: 044-28178-341, 340
E-Mail :library@loyolacollege.edu

- Apart from sending communication to the Library Users, in person orientation can be considered to create more awareness about the Library Rewsources.
- Library Usage data shall be sent to the departments to assess the students reading habits.
- Suggestions came to conduct Library related programmes, to conduct talks by Literary persons, Subject experts or Popular writers to create awareness about reading.
- Sharing the Resources of Libraries inside the campus by the members of all the units was suggested.

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

08. Vote of Thanks

Dr R. Saritha, proposed vote of thanks. Meeting came to an end.

(M-PARTHIBAN)
LIBRARIAN
LOYOLA COLLEGE
NUNGAMBAKKAM
CHENNAI-600 034.

28/2

DIRECTOR
Central Library, Loyola College,
Chennai 600 034.
www.loyolacollege.edu

28/02/26

Principal
LOYOLA COLLEGE
CHENNAI - 600 034

Action Taken Report for 2024-2025 queries

- Need for High End Plagiarism software was raised. Librarian was asked to check about the availability of Plagiarism Software in other nearby colleges.

  Thanks to the Initiative taken by our Library Director, College management has approved for the purchase of Turnitin Plagiarism & AI detection software and the facility has been installed in the Library from December 2025 onwards.

- IQAC should Cross check with Library before uploading the Library related data, so that data mismatch should not take place. Actual amount spend for the Library development should reflect in the NIRF data.

  Library is sharing and providing all the required and relevant data with the IQAC team as and when requested.

- Steps should be taken to adopt the ONOS (*One Nation One Subscription*) scheme which is being implemented by the Government through UGC.

  UGC has given the ONOS subscription Access to Universities (*Central & State*), Research Institutes, Government Colleges and Aided Colleges. For other category of institutes, it would be given in the next phase.

- Apart from sending communication to the Library Users, in person orientation can be considered to create more awareness.

  Library is ready to provide department wise orientation if invited. This year 2 Orientation were given.

- Library Usage data shall be sent to the departments to assess the students reading habits.

  It is being circulated to the departments periodically.

- Suggestions came to conduct Library related programmes, to conduct talks by Literary persons, Subject experts or Popular writers to create awareness about reading.

  This year Book donation programme from Japan foundation was conducted in the Library in collaboration with Department of International

Relations. Any programme involves two factors. One is budget & another is audience. Since these 2 factors are available with the departments, it would be better if they conduct such programmes by accommodating reading habits topics also.

- Sharing the Resources of Libraries inside the campus by the members of all the units was suggested.

Our Library is ready to share the Online Library resources with other units. Whereas other unit heads should instruct or permit their Librarians to do the necessary sharing.

Central Library, Loyola College
Chennai – 600 034
Phone: 28178341-340
E-Mail : library@loyolacollege.edu

14-02-2025

Dear Father/Sir/Madam,

Library Committee meeting (2024-2025) will be held on 26th February, 2025 (Wednesday) at 12:30pm in Father Principal's Office. Kindly make it Convenient to attend the meeting.

S.No.	Name	Designation	Signature
1.	Rev. Dr A. Louis Arockiaraj, S.J	Principal & Chairman	
2.	Rev. Dr B. Jeyaraj, S.J	Secretary & Correspondent	
3.	Dr J.A.Charles	Deputy Principal	
4.	Rev. Fr A. Justin Prabhu, S.J	Library Director	
5.	Dr M.Parthiban	Librarian	
6.	Mr P. Ashok Kumar	Assistant Librarian	
7.	Dr M. Gautaman	Member	
8.	Dr K. Thresia Mathews	Member	
9.	Dr J.Samuel	Member	
10.	Dr J. Madhavan	Member	
11.	Rev. Dr A. Irudayaraj, S.J	Member	
12.	Dr R.Saritha	Member	

Rev. Dr A. Louis Arockiaraj,S.J.
Principal