



Atria Institute of Technology, Anandnagr, Bengaluru
Department of Library and Information Centre

To,

Date: 10.09.2021

The Principal and All HODs
Atria Institute of Technology,
Bengaluru-24

Respected Sir/Madam,

Subject: Library committee meeting on, 14.09.2021 at 3.00 PM

This is to bring to your kind notice that the Library committee meeting will be held on **14.09.2021 at 3.00 P.M in Digital Library, AIT, Bengaluru**. In this regard I request you to kindly provide permission to the Library committee members to attend the Same.

Also I request you to kindly inform your respective department library committee members to inform to the library committee student members about the meeting in advance to attend the meeting.

Thanking you,

Yours faithfully,

(LIBRARIAN)



Atria Institute of Technology, Anandnagar, Bengaluru
Dept. of Library and Information Centre

LIBRARY COMMITTEE MINUTES OF MEETING

Ref: Library Committee Meeting /18/AIT/Dated 14.09.2021

Minutes of the meeting held on 14.09.2021

Total Members: 21

Attendees: 10

Absentees: 11

The meeting started with the library committee Member Secretary welcoming the members present.

The following points were discussed and deliberated:

1. Review of previous minutes of the meeting and action taken:
 - a. **Book Procurement and Subscription of Printed Journals:** Quotation has been called and it is in process
 - b. **Conduction of Library Awareness programme:** The committee was informed that department wise Library awareness programme is conducting.
 - c. **NDLI Club Event:** The committee was informed that 7 NDLI club have been conducted under various department.
2. **Demo on IRINS:** The committee was informed that demo was given to all the faculty members and details have been uploaded to IRINS Portal.
3. **Knimbus:** The committee was informed that all the students and Faculty e mail ids are Registered.
4. **Turnitin:** The committee was informed that the faculty e mail ids are registered in turnitin software and awareness classes have been conducted.
5. **NDLI Club Membership Registration:** The committee was informed that students and staff E mail ids are registered in NDLI club.
6. **Purchase of new books and e books:** The committee was informed that Purchased of new books and e books is in Processing.
7. **Suggestion:** a. The committee members suggested to purchase the prescribed text books at the earliest. b. The committee members suggested to Conduct at least 3 NDLI Club activity by each department.

Next meeting is on 22.02.2022


Signature of the Member Secretary
ATRIA INSTITUTE OF TECHNOLOGY
Anandnagar Bangalore-560 024



Principal
Atria Institute of Technology
Anandanagar, Bengaluru-24
Signature of the Chairman