



LIBRARIAN ATRIA &lt;librarian@atria.edu&gt;

## Library committee meeting on Monday, 20.02.2023 at 3.00 PM

5 messages

LIBRARIAN ATRIA &lt;librarian@atria.edu&gt;

Thu, Feb 16, 2023 at 10.11 AM

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Dear Sir/Madam,

This is to bring to your kind notice that the Library committee meeting will be held on Monday, **20th of Feb 2023 at 3.00 P.M in Digital Library, AIT, Bengaluru.** In this regard I request you to kindly attend the meeting.

I request all the committee members, Please inform your department **library committee student members about the meeting in advance to attend the meeting.**

**Also, I request all the respective HODs to provide permission to attend the same.**

I am herewith sending the Library committee members list for your kind perusal.

PFA

Thanks and regards

--  
**Dr. Usha S P**  
LIBRARIAN



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Committe members list.xlsx

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Mail Delivery Subsystem <mailer-daemon@googlemail.com>  
To: librarian@atria.edu

Thu, Feb 16, 2023 at 10:12 AM



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

**LIBRARY COMMITTEE MINUTES OF MEETING**

Ref: Library Committee Meeting /21/AIT/Dated 20.02.2023

Minutes of the meeting held on 20.02.2023.

Total Members: 22

Attendees: 19

Absentees: 3

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 (MOM 20) and action taken:

- a. **Budget and Its Utilization:** The committee was informed of the total budget sanctioned by the principal and management. Also informed about the spent amount.
- b. **Books Procurements and Binding of old books and Journals:** Books have been purchased for the department of MCA and MBA. Purchase of BE books is in process.
- c. **Awareness Programme on e-resources and its utilization:** Conducted one round of awareness programme for UG and PG programme.
- d. **Membership of IISC and IIMB:** The committee was informed about membership which was taken by the IISc., Bengaluru and IIMB Bengaluru for the year 2022-23.
- e. **Addition to the Library:** Received the soft copies of project reports and internship details from the department of E & C Engg, Mech Engg and MBA.
- f. **Suggestions:.** It has been decided to issue 4 books to the students and 1 extra book for M. Tech handling faculty along with 4 books from 01.02.2023.

2. **Budget 2023-24:** The committee was informed of the total budget for the year 2023-24

3. **Purchase of Remaining RFID Tags:** committee was informed about the implementation of RFID in the department of Library and Information Centre. 15000 Books have been tagged. Principal has approved to purchase 10000 RFID tags in addition to the existing ones.



# Atria Institute of Technology, Anandanagar, Bengaluru

## Dept. of Library and Information Centre

4. **Purchase of books for EVEN Semester:** The committee was informed that the purchase of books for BE is in process.
5. **Subscription of Printed Journals:** It was suggested to increase the no of printed journals.
6. **Requirements of Books and Journals as per the AICTE norms:** There is shortage of books as per norms. The Principal informed that this issue will be discussed in the HODs meeting.
7. **Conduction of Library Awareness programme and its utilization:** The committee was informed that the library awareness classes have been conducted for the department of ISE & MCA with the introduction of Map System and Mint book. Need to be conducted for the remaining departments.
8. **Submission of Soft copies of Project Reports and Publication:** It has been decided that all project coordinators, researcher and research scholars of remaining departments have to upload the soft copies of project reports and journals into the google drive shared by the dept. of Library and Information Centre.
9. **Addition to the Library:** The proposal of purchase of newspaper display rack was approved for the further process by the Principal.
10. **Suggestions:** The Principal suggested to provide Coffee vending machine facility in the library and Napping room to attract the students to the Library. Principal assured that remaining RFID tags will be purchased to automate the library totally.

Signature of the Member Secretary  
(Dr. Usha SP)  
LIBRARIAN  
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Signature of the Chairman  
Principal  
Atria Institute of Technology  
Anandanagar, Bengaluru-24