Vignan's Institute of Management & Technology for Women
(Accredited by NBA)

Minutes of the Library Committee meeting held on 2nd July, 2022 at 11:30 a.m. in the Board Room.

The Quorum (minimum 40%) was satisfied.

The following members were present.

1. Dr. G. Apparao Naidu
2. Mrs. T.V. Nagaraja Kumari
3. Dr. G. Rajesh
4. Dr. T. Pullaiah
5. Dr. C. Srinivasa Kumar
6. Dr. M. Vishnu Vardhana Rao
7. Dr. R. Sridhar
8. Dr. B. Phijik
9. Mrs. B. Geetha

The Chairman welcomed all the members to the meeting of the Library Committee.

Proceedings of the meeting of the Library Committee

Agenda Item 1: Review & confirmation of the previous Minutes of Meeting of the Library Committee held on 30/03/22.

Minutes of the meeting of the Library Committee held on 30th March, 2022 were confirmed.

Agenda item 2: Action taken on previous meeting, if any.

No discussion was held under this agenda item as no specific resolutions requiring follow-up actions has been recorded.

Agenda item 3: Discussion about library budget.

Department-wise requirements for books, journals, e-resources and digital infrastructure were proposed to be collected from all the departments based on which the library budget needs to be prepared by the librarian. The same budget would be submitted to the management for approval.

Agenda Item 4: Purchase of reference books and textbooks as per JNTUH.

It was proposed in the library committee meeting that the HoDs of various departments are required to submit the list of recommended textbooks and reference books in the given format prepared by the librarian.

Agenda Item 5: Improvement of library ambience.

The library committee members proposed that the library ambience need to be improved to ensure a comfortable reading space for the students. In this regard, a unified proposal was put forward to improve the lighting and ventilation in the library premises.

Agenda Item 6: Any other discussion with the permission of the Chair.

The committee members offered various suggestions aimed at enhancing the quality of library services, improving resource utilization and providing a more conducive learning environment for students.

T.V.Ven

CONVENOR

Vignan's Institute of Management & Technology for Women
(Accredited by NBA)

Minutes of the Library Committee meeting held on 02nd July 2022, 11:30 A.M. in the Board Room, VMTW

Members Present:

S. No.	Name	Designation	Position	Signature
1	Dr.G.Apparao Naidu	Principal	Chairman	
2	Mrs. T.V.Nagaraja Kumari	Librarian	Convenor	T.V.N.K
3	Dr.G.Rajesh	COE	Member	
4	Dr.T.Pullaiah	HOD-ECE	Member	
5	Dr.C.Srinivasa Kumar	Professor, CSE	Member	CKumar
6	Dr.M.VishnuVardhana Rao	HOD-AIML	Member	
7	Dr. R. Sridhar	HOD-BSH	Member	
8	Dr. B. Phijik	HOD-CSE	Member	
9	Mrs. B. Geetha	Member Secretary	Member	B. Geetha

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Vignan's Institute of Management & Technology for Women
(Accredited by NBA)

Minutes of the Library Committee meeting held on 28th March, 2023 at 11:45 a.m. in the Board Room.

The Quorum (minimum 40%) was satisfied.

The following members were present.

1. Dr. G. Apparao Naidu
2. Mrs. T.V. Nagaraja Kumari
3. Dr. G. Rajesh
4. Dr. T. Pullaiah
5. Dr. C. Srinivasa Kumar
6. Dr. M. Vishnu Vardhana Rao
7. Dr. R. Sridhar
8. Dr. B. Phijik
9. Mrs. B. Geetha

The Chairman welcomed all the members to the meeting of the Library Committee.

Proceedings of the meeting of the Library Committee

Agenda item 1: Review & confirmation of the previous Minutes of Meeting of the Library Committee held on 02/07/22.

Minutes of the meeting of the Library Committee held on 2nd July, 2022 were confirmed.

Agenda Item 2: Action taken on previous meeting, if any.

S.No.	Item	Action Taken
1	Discussion about library budget.	Library budget was finalized and forwarded for approval by the management.
2	Purchase of textbooks and reference books as per JNTUH.	The required list of textbooks and reference books was procured.
3	Improvement of library ambience.	There was an improvement in lighting and ventilation facilities in library.

Agenda Item 3: Discussion about renewal of e-resources and print journals.

In order to ensure continuous access to academic journals and databases, it was proposed that important subscriptions should be identified for renewal. It was also confirmed that the renewal process should be completed before the expiry date by the librarian.

Agenda Item 4: Increase of computer systems in the digital library.

The library committee proposed to procure additional computer systems with the increase in the strength of the digital library users. This would ensure smooth access to online databases and other academic resources.

Agenda Item 5: Discussion about regular library hours for students.

The library committee discussed about the finalization and implementation of regular library working hours for this academic year.

Agenda Item 6: Any other discussion with the permission of the Chair.

The committee suggested the organization of reading activities in the library to promote the habit of reading among the students.

T. V. [signature]

CONVENOR

Vignan's Institute of Management & Technology for Women
(Accredited by NBA)

Minutes of the Library Committee meeting held on 28th March 2023, 11:45 A.M. in the Board Room, VMTW

Members Present:

S. No.	Name	Designation	Position	Signature
1	Dr.G.Apparao Naidu	Principal	Chairman	
2	Mrs. T.V.Nagaraja Kumari	Librarian	Convenor	T.V.N.K
3	Dr.G.Rajesh	COE	Member	
4	Dr.T.Pullaiah	HOD-ECE	Member	
5	Dr.C.Srinivasa Kumar	Professor, CSE	Member	
6	Dr.M.VishnuVardhana Rao	HOD-AIML	Member	MVRao
7	Dr. R. Sridhar	HOD-BSH	Member	
8	Dr. B. Phijik	HOD-CSE	Member	
9	Mrs. B. Geetha	Member Secretary	Member	B.Geetha