

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

**Minutes of the Library Committee meeting held on 4th July, 2024 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. D. Shanthi
8. Dr. R. Sridhar
9. Dr. B. Phijik
10. 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 31/03/24.**

Minutes of the meeting of the Library Committee held on 31st March, 2024 were confirmed.

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

S.No.	Item	Action Taken
1	Discussion about increase in library footfall.	Faculties were encouraged to assign library-based reference work and reading activities to the

		students for increase in library footfall.
2	Discussion about increasing the network strength in the digital library.	More networking devices were installed and internet bandwidth was increased.
3	Discussion about maintenance of departmental library.	Instructions were given to department HoDs for regular maintenance and verification of department library collections.

Agenda Item 3: Discussion about library budget for the academic year 2024-25.

The committee reviewed the financial requirements for the academic year 2024-25. Budgetary provisions required for the procurement of academic and other types of library infrastructure were discussed and the committee recommended to put forward a detailed budget proposal for the management's approval.

Agenda Item 4: Purchase of textbooks and reference books for the current academic year.

The committee emphasized the need for the procurement of textbooks and reference books as per JNTUH syllabus and curriculum revisions, if any. The library in-charge was instructed to send the required indent format to the HoDs of all the departments before the commencement of the semester.

Agenda Item 5: Discussion about renewal of e-journals.

The committee proposed that the renewal process for e-journals should be initiated.

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

The committee discussed that the management should plan to improve the library infrastructure in the future if such a need arises.

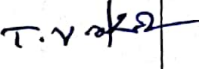
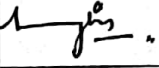
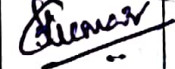
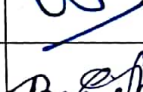
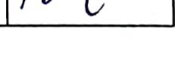


CONVENOR

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

Minutes of the Library Committee meeting held on 04th July 2024, 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	
3	Dr.G.Rajesh	COE	Member	
4	Dr.T.Pullaiiah	HOD-ECE	Member	
5	Dr.C.Srinivasa Kumar	Professor, CSE	Member	
6	Dr.M.VishnuVardhana Rao	HOD-AIML	Member	
7	Dr. D. Shanthi	HOD-IT	Member	
8	Dr. R. Sridhar	HOD-BSH	Member	
9	Dr. B. Phijik	HOD-CSE	Member	
10	Mrs. B. Geetha	Member Secretary	Member	

**Vignan's Institute of Management & Technology for
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Minutes of the Library Committee meeting held on 25th March, 2025 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. D. Shanthi
8. Dr. R. Sridhar
9. Dr. B. Phijik
10. 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 04/07/24.

Minutes of the meeting of the Library Committee held on 3rd July, 2023 were confirmed.

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

S.No.	Item	Action Taken
1	Discussion about library budget for the academic year 2024-25.	The proposed budget for the academic year 2024-25 was reviewed and was forwarded for management's approval.

2	Purchase of textbooks and reference books for the current academic year.	Purchase orders were placed according to the consolidated list of textbooks and reference books.
3	Discussion about renewal of e-journals.	The renewal process for the subscribed e-journals was completed.

Agenda Item 3: Discussion about maintenance of departmental library.

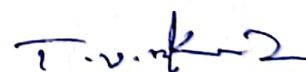
The committee reviewed the extent of utilization of library resources by faculty members. Members emphasized the importance of faculty engagement with library resources for effective teaching, research publications, consultancy activities and professional growth. Therefore, maintenance of departmental library was emphasized upon in this meeting.

Agenda Item 4: Renewal of e-subscriptions and DELNET membership.

The committee discussed the necessity of renewing existing e-resource subscriptions and DELNET membership to ensure uninterrupted access to scholarly literature, research databases, e-books and e-journals. These resources play an important part in supporting the institution's academic excellence.

Agenda Item 5: Any other discussion with the permission of the Chair.

As no member proposed any other agenda item, no additional matters were taken up for discussion with the permission of the Chair.

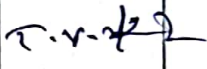
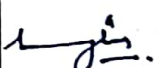
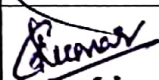
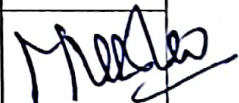


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in the Board Room, VMTW

Members Present:

S. No.	Name	Designation	Position	Signature
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2	Mrs. T.V.Nagaraja Kumari	Librarian	Convenor	
3	Dr.G.Rajesh	COE	Member	
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