

# A Minutes of library Advisory Committee

Academic Year : 2021-22

The meeting of library advisory committee was held on 9/2/2022 at 1:30 pm in the board room

The following members were present for the meeting:

Dr. J. S. Hotkar Chairperson

29/02/2022

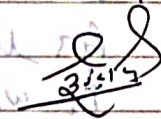
Dr. G. R. Sanap Secretary



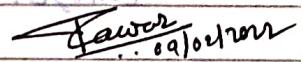
Dr. S. R. Sayyed member

29/02/2022

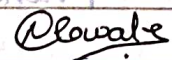
ASST. Prof. T. R. Dhore member



ASST. Prof. R. L. Pawar member



Mrs. N. P. Powale member



The following agenda was discussed in the meeting:

1. Discuss the issues related to the library such as cleanliness, Silence in the library, Create positive environment for the study; Book circulation policy for staff etc.:

Dr. Sanap G. R. raised the issue of library cleanliness especially carpet surface. The principal suggested to remove & wash the carpet through labor. Librarian also raised the issue of library use & the silence in the library; all the members collectively agreed that no one will discuss each other in the library & will help to maintain silence in the library.

In the discussion the Rules and policies are formed and added in the library manual.

### 2. Security & responsibility of library:

librarian expressed the thoughts that library opens without library staff before the working hours & after working hours by staff. So, it is difficult to handle the responsibility of library resources. all have discussed and the chairperson directed that the library will not be opened without library staff.

### 3. functioning of library camera's :

it is discussed that the camera is not working and the access is required to librarian for library camera only. It has been decided that it will be cleared ~~after~~ by IT administrator of a college.

### 4. purchase reference books as well as Text books:

The Chairperson asked the status and requirement of textbooks. The Chairperson directed to the members that he all the teachers will make the booklet of their subject and will share to the students. It will saves the cost on textbook and the preference will be given to Reference books. The pending order will be discuss with the chairman and will be finalized for place the purchase order

5. Discuss & Finalize subscription of Printed Newspapers:

The Chairperson suggested that stop subscription to Printed Newspapers & start subscription to online newspapers. All have discussed on the importance of Newspaper in the library and all have agreed to subscribe, Times of India, LokSatta, Economic Times, Raigad times, Sagar & Inquilab. newspapers only. Other Newspapers will not be a part of our subscription henceforth.

6. Racks for Keeping back Volumes of Periodicals:

The librarian expressed the need of Racks to keep back volumes. The Chairperson told to arrange the quotation first, then how we will decide.

7. Use of library Resources through Teachers:

Librarian have shared the thoughts that the use of library by teachers will evaluated by NAC also. So, we need to maintain visitor register for teacher in library. It is decided that Teachers will make entry on library card as they used/refered.

8. Earn & Learn Scheme for the students.

Librarian expressed their opinion that under the earn and learn scheme student can work in the library. It is decided that the scheme will be implement in the next academic year.

9. Requirement of Computers in the library:

All the members have discussed on the need of computers in the library. It's required to access NLIST database, online newspaper etc. The Chairperson agreed and given assurance that 'when we will get computers, some of will be allotted to library also.

10. Date Slip:

Dr. Shoeb sir have raised the issue that user can't know the due date of the issued books. We have agreed and directed by the chairperson that implement the date slip to each book.

Vote of Thanks offered by the librarian

Dr. Sanap G. R. and meeting was over with the permission of the Chairperson.

*[Signature]*

Dr. G. R. Sanap  
librarian

*[Signature]*

Dr. J. S. Hotkar  
PRINCIPAL

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Doshi Vakil Arts College and  
G.C.U.B. Science & Commerce College  
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