

#### CONSTITUTION OF THE LIBRARY COMMITTEE

#### **Objectives:-**

Provide advice, support, and liaison for the faculty, the individual departments, and the Librarian on matters of the role of the Library in academic learning, budgeting, collection development, bibliographic instruction and automation, circulation, and reference services. Academic departments have responsibility for the quality of their collections.

#### The major functions of the Library Committee:

- To propose library vision, strategy document
- To formulate various policies related to library like, purchase, space etc.
- To propose library budget for the Institutes and department
- To propose library activities, programmers and services
- To propose library and information literacy in the institute
- Online journal software awareness and for faculty publications and institutional publications.
- Implementing Library policies Library Material Purchase Policy, Book Bank Policy, Electronic Resource Access Policy.
- To provide for proper documentation services and updating the Library collection.
- To work towards modernization and improvement of Library and documentation Services
- To formulate policies and procedures for efficient use of Library resources.
- To review Library readership dept-wise.
- To adopt measures to enhance readership
- To seek feedback on Library functions from readers.
- To submit the annual report on the functioning of the library



## LIBRARY COMMITTEE

Sl. No.	Name of the Member	Position	Department	Signature
1.	Dr. R.S.Jahagirdar	Chairman	Principal	Fell
2.	Mr. Latif Latherf	Convener	Library	
3.	Dr. Vandana	CO- Convener	CSE	Contraction of the second
4.	Mr. Syed Hussain	Member	EEE	( y
5	Mr. MAHESH REDDY	Member	MECH	Dorli
6.	Ms. ZAREENA ZAMEER	Member	H&S	Vai
7.	Vaishnavi	Member from Student Council	ECE	Naishnavi
8.	P.Sumanth	Member from Student Council	CSE	Permante

Mr/Latif CONVENER LIBRARY COMMITTEE KGRCET





## **LIBRARY COMMITTEE**

## **Meeting Schedule:**

Academic Year	<b>Date of Meeting</b>	No. of Members Attended
2020-2021	15.07.2021	08
2020 2021	29.12.2020	10
2019-2020	12-12-2019	10
	22-05-2019	05
2018-2019	27-12-2018	07
	23-07-2018	09
2017-2018	10-11-2017	08
2017 2010	20-05-2017	08

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	Library Committee Meeting	
	Meeting No: 2/2020 (1/2021)	
	Date: 15.07.2021	
	Time: 2:00 Pm	
	Members Present	
1	Dr. R.S. Jahagirdar chairman principal	
2	Mr. Latheef convener library	
3	Dr. Vandana co-convener ECSE whi	
4	Mr. Syed Hussain Member EEE Contraction	
5	Mr. Mahesh Reddy Member MECH Wash	
6	Ms. Zareena Zameer Member H&S Whi	
7	Vaishnavi Member from ECE Voille	
_	student council	
8	P. Sumanth Member from CSE Sumanth	
	Student Council	
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	Agenda:	
	Library committee meeting on 15.07-2021	
	as Devices minutes of the meeting	
2	Procurement of 1 semester text books for B. Tech	
3	Review of utilization of Digital Library and	
2	The motion	
	N+DTY P	
4	Internet.  Any other matter with the permission of the	

	Review of the Previous minutes of the meeting:
1	As per the recommendation of the committee Subscription of DELNET and Journals.
2	As per the recommendation of the committee
	purchasing of It semester text books.
	Present committee Minutes:
1	The present committee recommended Subscription of the print Journals approximate to cost
	of Journals are 1, 13, 360 for 56 Journals
diam	and Delnet package cost is 13,570/
2	The committee is also recommended to purchase of barcode labels and ribbons.
3	As there is no other point to discuss the committee conducted its meeting.
4	As for the committee recommendation budget approved by management 2021-22 Academic year.
	Minutes Recorded by
	Dr. R.S. Jahagirdar
	Moder Lathers chalman, Principal
	Convener, Library  RG Reddy College of Engineering & Technology Chilkur(V), Moinabad (M), R.R. Dist. Telangana.



# KG Reddy College of Engineering & Technology

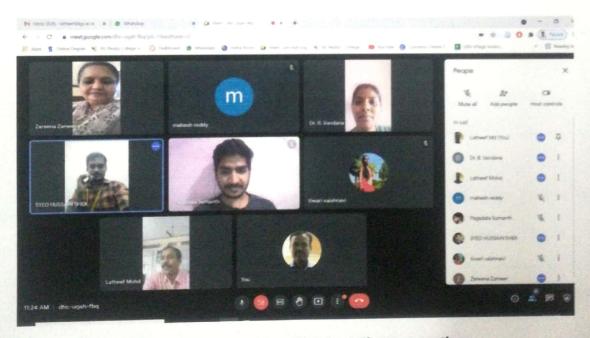
(Approved by AICTE, New Delhi, Affiliated to JNTUH, Hyderabad)
Chilkur (Village), Moinabad (Mandal), R. R Dist, TS-501504



### **Library Committee Meeting**



Librarian Talking about Agenda points of Meeting



**Meeting with Committee Members About suggestions** 

Librarian

Meeting No: 1/2020  Date: 29.12.2020  Time: 2:00 Pm  Members Present  1 Dr R.S. Johngisdar Chairman Principal 2 Dr Vandona Convenex FCC 3 Mr. Latheef Member Librarian F 5 Mr. Kashinath Patil Member Civil 6 Dr. J. Srinivas Member CSE Founix 7 Dr. Chandra Prakash Member ECE Py 8 Mr. Sugunakar Member ECE Py 9 Mr. Sharat babu Member ME 10 Dr. Chema Keshavaiah Member H&S  AGENDA:  Limany Committee Meeting on 29.12.2020 1 Review of the previous minutes of the meeting. 2 Procurement of Il Semester (2020-21) text books, for B. Tech and MBB 3 Review of Utilization of Digital Library and Tratemet (E-Resources) 4 Ruchase of Barcode labels and Ribbans. 4 Ruchase of Barcode labels and Ribbans. 5 Career Advancement books Procurement			779
Meeting No: 1/2020  Date: 29.12.2020  Time: 2:00 Pm  Members Present  1 Dr R.S. Jahagirdar Chairman Principal 2 Dr Vandana Convener FCC 3 Mr. Latheef Member Librarian F 4 Dr. TAPS Murthy Member H&S 5 Mr. Kashinath Attil Member Civil 6 Dr. J. Srinivas Member CSE Founiva 7 Dr. Chandra Prakash Member ECE Py 8 Mr. Sugunakar Member ECE Py 9 Mr. Sharat babu Member ME 10 Dr. Chema Keshavaiah Member H&S  AGENDA:  AGENDA:  AGENDA:  Ilimary Committee Meeting on 29.12.2020  I Review of the previous minutes of the meeting. Procurement of I semester (2020-21) textbooks for B. Tech and MBH 3 Peview of Utilization of Digital Library and Tritemet (E-Resources)		Library Committee Meeting	
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4 Dr. TAPS Murthy Member H&S 5 Mr. Kashinath Ratil Member Civil 6 Dr. J. Srinivas Member CSE Forming 7 Dr. Chandra Prakash Member ECE By 8 Mr. Sugunakar Member EEE 9 Mr. Sharat babu Member ME 10 Dr. Chenna Keshavaiah Member H&S 10 Dr. Chenna Keshavaiah Member H&S 11 Review of the previous minutes of the meeting. 1 Review of the previous minutes of the meeting. 2 Procurement of I semester (2020-21) text books 5 For B. Tech and MBB 6 Review of Utilization of Digital Library and 6 Traternet (E-Resources)	2	Dr Vandana convenor	FCE Juhr
5 Mr. Kashinath Patil Member Civil 6 Dr. J. Srinivas Member CSE Journiv 7 Dr. Chandra Prakash Member ECE Dy 8 Mr. Sugunakar Member EEE 9 Mr. Sharat babu Member ME 10 Dr. Chenna Keshavaiah Member H&S  Library Committee Meeting on 29:12:2020 1 Review of the previous minutes of the meeting. 2 Procurement of I semester (2020-21) text books for B. Tech and MBH 3 Review of Utilization of Digital Library and Tniternet (E-Resources)	3	Mr. Latheef Member Li	brarian /
Dr. Chandra Prakash Member ECE Py.  Mr. Sugunakar Member EEE  Mr. Sharat babu Member ME  Dr. Chenna Keshavaiah Member H&S  AGENDA:  Library Committee Meeting on 29.12.2020  Review of the previous minutes of the meeting.  Procurement of I Semester (2020-21) text books  For B. Tech and MBA  Review of Utilization of Digital Library and  Thternet (E-Resources)	4	Dr. IAPS Murthy Member	HAS
Mr. Sugunakar Member EEE  Mr. Sharat babu Member ME  Dr. Chenna Keshavaiah Member ME  Library Committee Meeting on 29.12.2020  Library Committee Meeting on 29.12.2020  Review of the previous minutes of the meeting.  Procurement of I semester (2020-21) text books  for B. Tech. and MBH  Review of Utilization of Digital Library and  Toternet (E-Resources)	5		
Mr. Sugunakar Member EEE  Mr. Sharat babu Member ME  Dr. Chenna Keshavaiah Member ME  Library Committee Meeting on 29.12.2020  I Review of the previous minutes of the meeting.  Procurement of I semester (2020-21) text books  for B. Tech. and MBH  Review of Utilization of Digital Library and  Taternet (E-Resources)	6	Dr. J. Srinivas Member C	SE Journey
9 Mr. Sharat babu Member ME 10 Dr. Chenna Keshavaiah Member H&S  AGENDA:  Limrary Committee Meeting on 29.12.2020  1 Review of the previous minutes of the meeting. 2 Procurement of I semester (2020-21) text books 4 For B. Tech. and MBA 5 Review of Utilization of Digital Library and Thternet (E-Resources)	٦		CE DY
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AGENDA:  Library Committee Meeting on 29.12.2020  Review of the previous minutes of the meeting.  Procurement of I semester (2020-21) text books  For B. Tech and MBA  Review of utilization of Digital Library and  Internet (E-Resources)  Thermet (E-Resources)	9	Mr. Sharatbabu Member 1	
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3 Review of utilization of Digital Robbins.  Internet (E-Resources)  Theres and Ribbons.		NIZH	
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6	Any other matter with the permission of the chair
0	Review of the Previous minutes of the meeting:
1	As per the recommendations of the committee, Subscription of DELNET to train our students and faculty in accessing and utilizing the Services
	Present Committee Minutes:
	The committee resolved to procure the Ist semester text books as per JNTUH Syllabus 2020-21 for B. Tech.
2	E-Journals Packages to be subscribed for the year 2020 is proposed to subscribe and the invoices have been submitted for the approval.
3	As there is no other point to discuss the committee concluded its meeting.
4	As for the committee recommendation Budget Approved by management 2020-21 Academic year.
N. N	Minutes Recorded by  Dr. R.S. Tahatyinday  Chairman Arine in all  Mohd. Latherf  KG Reddy College at Engineering & Technology  Chilkurt V., Moinstead (Mr.)
Ä	Librarian. R.R. Dist. Telangana.

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	Library Committee Meeting.
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	meeting No: 2/2019
	Date: 12/12/19
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	Members Present
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1.	Dr R.s Johagirdon Chairman Principal
2.	D.x vandang convenor
3.	Mr Latherf Member Librarian Librarian
Ц.	D.y TAPS Monthly Member HAS
5.	mr kaishinath Patil Member civil Kato
6.	D.y J. sxinivas Member CSE
7	M. Y Dr. Chardra Prokosh Member ECE by
8.	M.r Sugunakati Mamidala-Member EFE by M.r Shatlat baby member M.E
9.	D. r Chennake shavaich member H&S
10.	D.A CHENNA KENNAMAN LIMINA
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o oud	Previous minute of meeting Committee
	observation on subscription of vowings
	1 - millions of DELNE
. 17	Procurement of and semesters Textbooks
1346	For B-Tech
3.	Review of utilization of Digital Library and Internet
	and Internet

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Review of the previous minutes of the meeting:

1 As pex the seconmendations of the committee,
subscription of DELNET to train our students
and faculty in accessing and utilizing the
services.

# Resent Committee Minutes:

- The committee resolved to procure the I Semester textbooks as per INTOH syllabus 2019-2020 for B. Tech and MBA courses.

  Requisitions from the HOD's of the respective departments and the quotations received from M/S SIA suppliers are attached for committee's review and recommendation. Approximate total cost of the books is Rs. 1,50,000/-. Total number of books proposed for procurement is 250. A copy of the requisitions and proposed purchase orders put up for the approval.
- 2 E- Journals packages to be subscribed for the year 2019 is proposed to subscribe and the invoices have been submitted for the approval.
- 3 The committee is also seconmended the Indian Journals, point for the year 2019 as per the norms of the AICTE and JNTUH. Total number of the journals is 66 and the approximate cost of the journals is Re 1,00,000/-
- 4. As there is no other point to discuss the committee concluded its meeting.

	Library Committee Meeting 63
	Meeting No : 3/2018
	Date : 27/12/2018
-	Time : 2.00 pm.
	Members Present:
	Dr. R.S. Jahagirdar, Chairman, Principal
2	Mr. Latheet, member, Library
	Mr. Mahesh Reddy, member, mech.
	Mrs. Zareena zameer, Member, Hts. Vail 2
5.	Mr. Brahmanapally Rangith Kumar Hu. member IV-MED
6	Ms. Tanya Pslams student member IV-ME Junya
7	Ms. Sama Sushma Student member I-EEE MIN
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	Agenda:
	Agenda:
1	of 2 the meeting
1.	Review of previous minutes of the meeting
2	Review of previous minutes of the meeting.  Committee observations on subscription of DELNET.
2	Review of previous minutes of the meeting.  Committee observations on subscription of  Journals and subscription of DELNET.
2	Review of previous minutes of the meeting.  Committee observations on subscription of  Journals and subscription of DELNET.
2	Review of previous minutes of the meeting.  Committee observations on subscription of  Journals and subscription of DELNET.  Purchase of barcade lebles and ribbons.  Any other matter with the permission of the chair.
3.4.	Review of previous minutes of the meeting.  Committee observations on subscription of  Journal's and subscription of DELNET.  Journal's and subscription of DELNET.  Purchase of barcade lebles and ribbons.  Any other matter with the permission of the chain.
3.4.	Review of previous minutes of the meeting.  Committee observations on subscription of  Journal's and subscription of DELNET.  Journal's and subscription of DELNET.  Purchase of barcade lebles and ribbons.  Any other matter with the permission of the chain.
3.44.	Review of previous minutes of the meeting Committee observations on subscription of DELNET. Journal's and subscription of DELNET. Purchase of barcade lebles and ribbons. Any other matter with the permission of the chair. Any other matter with the permission of the chair. Review of the previous minutes of the meeting; As per the recommendations of the committee.
3.44.	Review of previous minutes of the meeting.  Committee observations on subscription of  Journal's and subscription of DELNET.  Journal's and subscription of DELNET.  Purchase of barcade lebles and ribbons.  Any other matter with the permission of the chain.

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Minutes recorded by		
	Dr. R.S. Jahagirdar	-
	Dr. R.S. Jahagirdar Chairman & Prindpal	-
The state of the s		-
V. Fingaiah		
convenor, Library		-
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Copy to Director		
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Present committee Minutes: I The committee resolved to procure the and semester textbooks as per INTUH syllabus 2017-18 por B-Tech and MRA courses. Requisitions from the HODS of the respective Departments and the quotations received from MIS The book syndicate are attached for committee's review and recommendation. Approvamate total cost of the books is Rs. 300000 - Total number of books proposed for procurement 9s 600. A copy of the requisitions and proposed purchase orders put up for the approval. 2. E-Journals packages to be subscribed for the year 2017 95 proposed to subscribe and the invoices have been Submitted for the apportal. 3. The committee is also recommended the Indian Journals, print for the year 2017 as per the norms of the AICTE and TNTUH. Total number of the governols ? so and the approximate cost of the gournals is Rs. 1200001-4. As there is no other point to discuss the committee Concluded its meeting. Minuted recorded by ASSOC. Prof -- CSE Dept mr. World Lathers. Chairman-Library Committee Librarian

L'ibrary committee Meeting 43	
January Meeting 43	-
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Meeting No.: 1/2017 Date	
1 20-05-2017 Time 1 2-00 P.m	
2-00 P.M.	
Membrers Present:	
1 Mr. Saidi reddy, Acroc. Prop. Dept. of CSE &	
Mr. Mahd Latters 1st and Library Committee	
2. Mrs. Mohd. Latheep, Librarian	
3. Mr. Sayed Kahamruddin, Assoc. Prop. Dept-of EEE	4
T. Do. Dille Dateox Sand Alloc Prof. Dept. on mech.	
S. Mr. Nagaial, Acsoc. Prop. Dopt. of ECE.	
6. Mr. Praveen, Asst. prof. Dept. of civil	
7. Mr. Raghavender, Aest. Prop. MBA.	
8. Dr. Mallikarjun Reddy, Assoc. Prof. H-25	
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Agenda:	
Library Committee Meeting on 20th May 2017!	
1. Review of previous minutes of the meeting.	
2. Procurement of 1st Semester (2017-18) fext books	
bor B. Tech and MBA coursel.	
3 carper advancement books procurement.	
4. collecting books from social welfare department of	
government of Telangana for SC Students.	
5. Furniture requirement for Library.	
6. Review of utilization of digital library & Internet.	
1. Purchase of barcode labels and ribbons.	
8. Any other matter with the permission of the chair.	
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Review of the Previous Minutes of the meeting;  As per the recommendations of the committee, subscript	900
As per the recommendations	