



**CIRCULAR**

CKCET/PR/2018-2019/07

Dt. 05/07/2018

**Sub: Library Advisory Committee – Reg.**


The Library Advisory Committee is constituted to discuss about library developmental issues for the academic year 2018-19:

- |  |   |                     |
|--|---|---------------------|
| 1. <b>Dr. Arun V. Parwate, Principal</b> | - | <b>Convener</b>     |
| 2. Mr. S. Muthukumaran, HoD-S&H          | - | Professor In-charge |
| 3. Mr. A. AmoseAlwin, Librarian          | - | Coordinator         |
| 4. Mrs. R. Jayapradha, Asst. Librarian   | - | Member              |
| 5. Dr. M. Arulaalan, HoD-ECE             | - | Member              |
| 6. Dr. A. Hemalatha, HoD-CIVIL           | - | Member              |
| 7. Dr. S. Saravanan, HoD-EEE             | - | Member              |
| 8. Dr. L. John Baruch, HoD-MECH          | - | Member              |
| 9. Dr. R. Senthil Kumar, HoD/ CSE        | - | Member              |
| 10. Mr. S. Mahalingam, HoD I/c -MBA      | - | Member              |

**Responsibilities of Library Committee:**

The committee **shall meet once in Month** to discuss the policies regarding library activities, developmental issues of the Library and submit the same for the approval. The Library Team has to present the following details in front of the above committee:

- Effective utilization of Digital Library
- Effective utilization of commercial Library Software
- Effective utilization of Barcode to the students and Staff for book circulation
- Addition of new Book Titles and Volumes as per the norms
- Effective utilization of DELNET
- Subscribing the latest Journals
- Effective Utilization of Library Recourses by Faculty members & Students

  
**PRINCIPAL**

- Copy to:
1. HoDs S&H / Civil / CSE / ECE / MECH/ EEE / MBA
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