

ST. XAVIER'S CATHOLIC COLLEGE OF ENGINEERING

(Autonomous)

Nagercoil-629003

2/6/2025

CIRCULAR

SXCCE/CIR/PRL/G/53/2025

SXCCE- Library Advisory Board – Review Meeting- Reg

Library advisory committee meeting is arranged on 3rd June, 2025 at 12:15pm at Board room.

Agenda:

1. Review of minutes of previous meeting and action taken
2. Review of year plan for 2024-25
3. Other matters

All the members of the committee are requested to attend the meeting without fail.

To

Members


2/6/25
Principal

St. Xavier's Catholic College of Engineering
Chunkankadai

Library Advisory Board

Academic year 2024-2025

Minutes of Meeting

Date: 03-06-2025

Time: 12.15 p.m

Venue: Board room

Members Present

Teaching members

Sl.No.	Name	Signature
1	Fr. S. Godwin Selva Susins	Fr. S. Godwin Selva Susins 03/06/2025
2	Dr. J. Mahaswari	Dr. J. Mahaswari
3	Dr. V. Christos Petya Singh	Dr. V. Christos Petya Singh
4	Dr. J. Jerline Regi	Dr. J. Jerline Regi
5	M. JASMINE MARY	M. JASMINE MARY
6	S. G. SHERIBA	S. G. SHERIBA
7	M. GEYA SUTHA	M. GEYA SUTHA
8	A. C. Jenisha	A. C. Jenisha
9	S. Josephin kala	S. Josephin kala
10	Y. Yenu Sebirath Raja	Y. Yenu Sebirath Raja
11	N. GALEST	N. GALEST
12	P. Agnes Alex Rathy	P. Agnes Alex Rathy
13	A. Maria Sheela	A. Maria Sheela
14		
15		

Student members

Sl.No.	Name	Signature
1	B. R. Selva Sajeen	B. R. Selva Sajeen
2	R. Victor Raj	R. Victor Raj
3		
4		
5		
6		

**St. Xavier's Catholic College of Engineering
(Autonomous)
Nagercoil-3
Library Advisory Committee**

Date: 04/06/2025

Time: 12:15 pm – 1:30 pm

Venue: Board room

The sixth meeting of Library Committee under Autonomous stream was held on 03/06/2025.

Members Attended: enclosed

Agenda:

1. Review of minutes of previous meeting and action taken
2. Review of year plan 2024-2025
3. Proposed year plan 2025-2026
4. Other Matters

The meeting started with the prayer and the Principal welcomed the members and took up the agenda

Points Discussed

1. Review of minutes of previous meeting and action taken

Minutes of previous meeting were presented by the Library Advisory Committee Convenor Dr J.Jerlin Regin.

I. Action taken Report

Sl. No	Minutes	Action Taken
1.	<u>E-book</u> <ul style="list-style-type: none">• Faculty can purchase books through online with the support of Institution.• Make a Standard Operating Procedure to purchase the latest	<ul style="list-style-type: none">• One book was purchased through online.• Getting request from the Principal and Correspondent.

	books through Online.	<ul style="list-style-type: none"> • Purchase of books through online by the individual. • Reimbursing the book to the library.
2.	<p><u>Digital Library</u></p> <ul style="list-style-type: none"> • Request Alumni for book donation • Increasing the e-books and e-journal facilities. 	<ul style="list-style-type: none"> • Information was shared by Alumni Secretary. • Every year Rs.14,00,000 was spent for the subscription of e-journals IEEE and Science Direct. • Additionally, Rs. 19,00,000 was spent for Anna University Consortium for e-resources in this Academic Year 2024-2025. • Additionally, 2,971 e-journals and 13,169 e-books were added. • NList and DELNET facilities are available for accessing e-books.
3.	<p><u>Awards</u></p> <ul style="list-style-type: none"> • Department wise Best Student and staff Voracious awards. 	<ul style="list-style-type: none"> • The staff and students, this year department wise Best Voracious award were given to faculty and students during the College Day function.
4.	<p><u>Reader Club Activities</u></p>	<ul style="list-style-type: none"> • Drawing competition for school and college students were conducted during Kumarifest on 23.01.25 • The Magazine "Thinai" was reviewed on 22.02.25. • Prominent Writers of Kanyakumari District were introduced during the event "Literary Personality of Kanyakumari District" on 22.03.25

II Status of Year plan 2024-2025

As per the year plan actions are taken, and the following tasks are completed.

New Book purchase

749 additional books were purchased in this academic year 2024-2025.

Rs.3,05,569 was spent for purchase of new books.

Increasing the utility of e-journals

UG and PG students can utilize the e-journals during the project periods and library periods.

Both part-time and full-time research scholars, as well as those involved in paper presentations, extensively utilize e-journals for their academic and research work. E- Resources can be accessed anywhere in the campus.

Online journal usage: IEEE - January to April 2025 – 34836

Year 2024 - 58398

Elsevier - January to March 2025 – 1977

Year 2024 - 24351

Orientation program for first year students

Orientation program for the first-year students was conducted by the Librarian Dr. M. Vijaya Kumar on 3/9/24 to 12/9/24.

Improve library usage

Library usage is improved by including Library hours in timetable.

To motivate the students and staff, department wise Best Voracious award will be given.

Total library visits for academic year 24-25 are 26,156.

Book donation camp

Book donation camp was initiated on 30/5/2024.

315 books are donated by students.

Department Wise Best Voracious Award

The staff and students, this year department wise Best Voracious award were given to faculty and students during the College Day function.

Book Exhibition

As per the plan, Book exhibition was conducted on 22/10/24 and 23/10/24. Four book stalls were placed. All students visited the stall and purchased books.

Library Audit

Library audit will be conducted in the end of academic year 2024-25.

III Proposed year plan for 2025-2026

- New Book purchase
- Increasing the utility of e-journals
- Orientation program for first year students
- Improve library usage
- Book donation camp
- Book Exhibition
- Library Audit
- Enhancing the library facilities

IV Other Matters

A Book Exhibition can be planned during October, and students from other engineering and arts colleges can be invited to visit the exhibition.

Another Book Exhibition can be arranged for school students during Kumari Fest.

Students should utilize library in effective manner by referring technical books and journals for the preparation of competition and assignment during the library hour.

Library period is scheduled only for the library purpose and can't be taken for other courses.

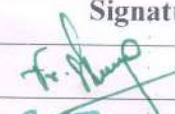

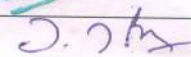
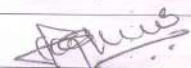

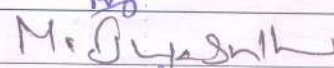




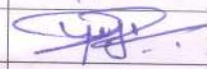
Remote access for e journals and e books facility can be extended.

Circulate the standard operating procedure for online book purchase and book donation

An audit of the library will be conducted through the IQAC shortly.

Another meeting will be arranged during July along with students of senior classes to discuss the proposed year plan for 2025-2026.

Encl: Members Attended

Sl. No	Name of Members	Signature
1	Rev.Father. S.Godwin Selva Justus	
2	Dr.J.Maheswaran (Principal)	
3	Dr. J.Jerlin Regin (Convener)	
4	Ms.Jasmin Mary (Secretary)	
5	Ms.P.Agnes Alex Rathy	
6	Dr.M.Jeya Sutha	
7	Ms. A.C.Jinisha	
8	Ms. A.Maria Sheela	
9	Dr. Sheriba	
10	Mr.M.Galesh	
11	Y.Yesu Jebintha Raja	
12		