

ST.XAVIER'S CATHOLIC COLLEGE OF ENGINEERING
(Autonomous)
NAGERCOIL - 629 003

SXCCE/CIR/PRL/G/104-1/2023

21.11.2023

CIRCULAR

SXCCE- Library Advisory Board – Review Meeting- Reg

Library advisory committee meeting is arranged on 24th November, 2023 at 12:15pm at Board room.

Agenda:

1. Minutes of previous meeting and action taken
2. Review the status of year plan
3. Other matters

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

To

Members


21-11-23
PRINCIPAL

St. Xavier's Catholic College of Engineering
Chunkankadai

Library Advisory Board

Academic year 2023-2024

Minutes of Meeting

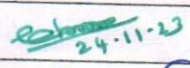

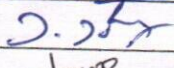
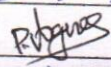
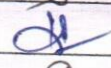

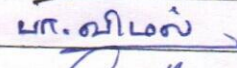
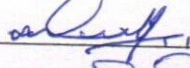
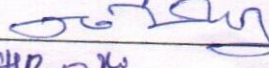
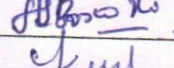
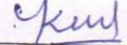
Date: 24-11-2023

Time: 12.15 pm

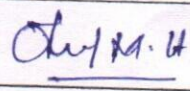
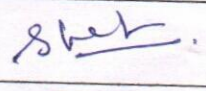
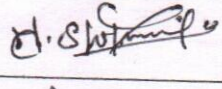
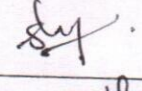
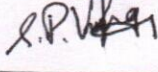
Venue: Board room

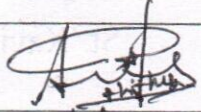
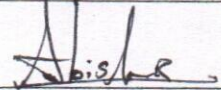
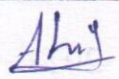
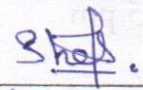
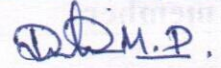
Members Present

Teaching members

Sl.No.	Name	Signature
1	Dr J MAHESWARAN	
2	Dr. R. P. ANTO KUMAR	
3	Dr. J. JERLIN REGIN	
4	P. Agnes Alex Rathy	
5	M. JEYA SUTHA	
6	A. Maria Sheela	
7	P. Antony Vimal	
8	M. Gerald Arul Selvan	
9	Dr. M. Visay Kumar	
10	Dr. J. LEON BOSCO RAJ	
11	S. Josephin Kala	

Student members

Sl.No.	Name	Signature
1	E.M.Ebira Jerlin (1 st year ECE-A)	E.M.Ebira Jerlin
2	Femy M.H (II Year IT)	
3	Shali. S.S (IV Year ECE-B)	
4	J. Sherin Mol (I MCA)	
5	Supraja. C (II MCA)	
6	VISHVA. S.P (II - MCA)	

7	A. Athithyan (I st MCA)	
8	R. Abishek (II nd Civil)	
9	M. Ahil (IV EEE)	
10	I. Joseph Shalwinson (I MBA)	
11	M.P. Denashma (I MBA)	
12		
13		
14		
15		

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

II meeting-2023-2024

Date: 24/11/2023

Time: 12:15 pm-1:15 pm

Venue: Board room

The third meeting of Library Committee under Autonomous stream was held on 24/11/2023.

Members Attended: enclosed

Agenda:

- To consider the minutes of previous meeting and action taken.
- To review the status of year plan.
- Other matters

The Principal welcomed the members and took up the agenda

Points Discussed

- Minutes of previous meeting and action taken

Minutes of previous meeting was presented by the Convener Dr.J.Jerlin Regin.

Action taken Report

Sl. No	Minutes	Action Taken
1	Separate Book request form for students to purchase book	<ul style="list-style-type: none">• Separate Book request form was circulated among students to purchase new books.• 30 books were purchased based the student's request and a total of 982 additional books were purchased in this year.
2.	Purchasing general books like cultural and history of our district, climate change, SDG and personality development books	<ul style="list-style-type: none">• General books like cultural and history of our district, climate change, SDG and personality development books were purchased as per the request of students and staff.• No. of general books purchased - 126
3.	e-journals access from home	<ul style="list-style-type: none">• Steps are taken for remote access.• Principal informed that 18 lakhs had been spent per year for accessing Science Direct journals, IEEE journals, N-LIST journal and other print journals.
4.	Book donation	<ul style="list-style-type: none">• Book donation camp was initiated on 25/04/2023 by sending circular.• No. of books donated is 91.
5.	Increase the	<ul style="list-style-type: none">• A library hour is allotted for all the classes in all departments.

library usage- Including library hour for all the classes in all departments. Two classes can be accommodated at a time for library hour.	<ul style="list-style-type: none"> • 40 periods per week is allotted for library. • Total Library users – 13,567 and total books lend by Students and Staff – 1279. • Mechanical and Civil, Mechanical and Electrical students are accommodated at a time during library period.
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Year plan of library advisory board

- New Book purchase
- Increasing the utility of e-journals.
- Orientation program for first year students
- Improve library usage
- Obtain book requisition from students
- Book donation camp
- Department wise Best library usage award
- Library Audit

Status of the year plan:

Status of year plan is reviewed in this meeting.

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

- New Book purchase
 - 982 additional books were purchased in this year.
 - Around 5 Lakhs 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.
 - Online journal usage : IEEE – 56631, Science direct – 5025
 - Every year National and International Journals are subscribed as per AICTE and Anna University and spending 18 lakhs for journal subscription.

- Orientation program
 - Orientation program for the first year students was conducted by the Librarian Dr. M. Vijaya Kumar on 12/09/23, 19/09/23, 20/09/23, 22/09/23, 25/09/23, and 06/10/23.
- Library usage is improved by including Library hours in timetable. Based on the request, library timing is extended from 8:00am to 5:30 pm. Principal appreciate the librarian for engaging the students for 40 periods in a week.
- Obtain book requisition from students
 - Separate Book request form was circulated among students to purchase new books.
- Department wise Best library usage award
 - Discussion about department wise/ year wise/ class wise best library usage award and Monthly Library Role of Honor board in the library..
- Programs organized
 - A State level Seminar on Recent Trends in Libraries on 25th August 2023.
 - Two days Seminar on Archeology on 4th and 5th November 2023 and field visit to Padmanabhapuram Palace.
- Book donation camp.
 - Book donation camp will be arranged in the even semester.
- Library Audit
 - Library Audit will be in the end of academic year.

Other Matters:

- Students have requested for permission to read Tamil books during the library period, but it is strictly told that the library period is meant for referring the various reference books and journals.
- Students requested for Water filter facility in the library.
- Data entry time is more during the library period. That should be reduced by providing additional scanners or computers.
- Promote book donation camp by encouraging the students through staff and student representative of library advisory board. Book donation can be planned in every semester.
- Department wise best orator award can be given to students during the College Day.

- Role of Honour can be displayed every month in the library.
- Reviewed the activities of Readers club and appreciated for active group of readers.

Dr.J.Jerlin Regin, Coordinator of Library advisory board, thanked all the members for their suggestions and for attending the meeting. It came to an end by 1:15 pm.

Encl: Members Attended

Dr.J.Maheswaran (Principal) *[Signature]*

Dr. R. P. Anto Kumar (Dean- Academics) *[Signature]*

Dr. J.Jerlin Regin (Convener) *[Signature]*

Dr. M. Vijaya Kumar (Librarian) *[Signature]*

Dr.Gerald Arul-Selvan *[Signature]*

Dr.P.Antony Vimal *[Signature]*

Dr.M.Jeya Sutha *[Signature]*

Dr.J.Leon Bosco Raj *[Signature]*

Ms. A.Maria Sheela *[Signature]*

Ms.P.Agnes Alex Rathy *[Signature]*

Ms.S.Josephin Kala *[Signature]*

Student representatives

Shali S.S (IV ECE B) *[Signature]*

M.Akil (IV EEE) *[Signature]*

R.Abishek (II Civil) *[Signature]*

M.H. Femi (II IT) *[Signature]*

E.M. Ebira Jerlin (I ECA A) *[Signature]*

Supraja C (II MCA) *[Signature]*

Vishva S.P (II MCA) *[Signature]*

J.Sherin Mol (I MCA) *[Signature]*

A.Athithyan (I MCA) *[Signature]*

I.Joseph Selvinson (I MBA) *[Signature]*

M.P.Denashma (I MBA) *[Signature]*



 **GPS Map Camera**



Alur, Tamil Nadu, India


59WM+3H9, St Xavier's College Rd, Chunkankadai, Alur, Nagercoil,
Tamil Nadu 629003, India

Lat 8.194947°

Long 77.384155°

24/11/23 12:28 PM GMT +05:30



 **GPS Map Camera**

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