

**SRI SANKARA ARTS AND SCIENCE COLLEGE (AUTONOMOUS)**  
**ENATHUR, KANCHIPURAM – 631561**

**MINUTES OF THE LIBRARY COMMITTEE MEETING**

The Library Committee meeting was held on 16.11.2021 at 12.30 PM in Committee room, Sri Sankara Arts and Science College, Enathur, Kanchipuram.

**List of members who attended the meeting: -**

1. Prof. K.R. Venkatesan, M.A., M.Phil., Ph.D., P.G.D.J.M.C., Principal, Sri Sankara Arts and Science College, Enathur Kanchipuram.
2. Mrs. S. Geetha, B.Sc., B.Ed., M.L.I.S., M.Phil., Librarian, Sri Sankara Arts and Science College, Enathur Kanchipuram.
3. Dr. K. Naveen Kumar, M.A., M.Phil., Ph.D., Assistant Professor, Department of English, Sri Sankara Arts and Science College, Enathur Kanchipuram.
4. Dr. T. S. Jayalakshmi, M.A., M.Phil., Ph.D., Assistant Professor, Department of Tamil, Sri Sankara Arts and Science College, Enathur Kanchipuram.
5. Dr. N. Prasanna Balaji, M.Sc., M.Phil., Ph.D., NET, Assistant Professor, Department of Microbiology, Sri Sankara Arts and Science College, Enathur Kanchipuram.
6. Dr. L. Rajesh, M.C.A., M.Phil., M.B.M., Ph.D., Assistant Professor, Department of Computer Science, Sri Sankara Arts and Science College, Enathur Kanchipuram.
7. Dr. R. K. Balachandar, M.Sc., Ph.D., Assistant Professor and Head, Department of Physics, Sri Sankara Arts and Science College, Enathur Kanchipuram.
8. Mr. M. Venkatesan, M.Com., M.Phil., M.B.A., NET, Assistant Professor, Department of Commerce, Sri Sankara Arts and Science College, Enathur Kanchipuram.

The Librarian welcomed all the committee members and presented the action taken report of the previous meeting held on 25.01.2021

S. No.	Suggestion	Action Taken
1	The members of the committee presented the list of books to be purchased for the library	205 books were purchased
2	Principal advised the Librarian to prepare a list of books to be purchased for the next academic year 2021-22	Ongoing








The committee discussed following items as follows:

- Mrs. S. Geetha, Librarian pointed out the suggestions made by the autonomous extension inspection committee during their visit to the library.
- Prof. K.R. Venkatesan, Principal assured that the suggestions of the autonomous inspection committee will be implemented in future gradually and also advised that the committee members to visit the library twice in a month and to suggest ways and means of upgrading the library services.

- Dr. L. Rajesh, Assistant Professor, Department of Computer Science suggested to create awareness regarding the usage of N-List to the PG students and research scholars.

Vote of thanks was delivered by Dr. R. K. Balachandar, Assistant Professor and Head, Department of Physics.

**Signature of the members:**

1. Prof. K. R. Venkatesan - 
2. Mrs. S. Geetha - 
3. Dr. K. Naveen Kumar - 
4. Dr. T. S. Jayalakshmi - 
5. Dr. N. Prasanna Balaji - 
6. Dr. L. Rajesh - 
7. Dr. R. K. Balachandar - 
8. Mr. M. Venkatesan - 