

Minutes of the Library Committee Meeting

2021–2022 – Meeting – I

Reference No.: MZCET/LC/2021-22/01

Date: 15.07.2021

Venue: Central Library

Resolution 1

The minutes of the previous Library Committee meeting were reviewed and confirmed by the members. The committee noted the action taken on the decisions made in the earlier meeting.

Resolution 2

The Librarian presented details regarding the availability and adequacy of books, journals, reference materials, and digital resources. The committee reviewed the current collection and recommended strengthening core subject books, reference materials, and e-resources to meet academic and research requirements.

Resolution 3

The committee reviewed OPAC usage, circulation statistics, and digital library services. Members observed satisfactory utilization by students and faculty and suggested conducting regular orientation and awareness programs to enhance effective use of digital resources.

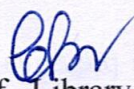
Resolution 4

Library infrastructure including seating capacity, reading space, computer facilities, and internet access was discussed. The committee suggested minor improvements to enhance user comfort and accessibility.



Resolution 5

Feedback received from students and faculty members was discussed. The committee appreciated the positive feedback and recommended addressing the suggestions received to further improve library services.


Signature of Library Coordinator

Date: 15/07/21

Minutes of the Library Committee Meeting

2021-2022 – Meeting – II

Reference No.: MZCET/LC/2021-22/02

Date: 24.02.2022

Venue: Central Library

Resolution 1

The minutes of the previous Library Committee meeting were read and confirmed by the members without any modifications.

Resolution 2

The committee reviewed the existing collection of books, journals, and digital resources. It was noted that the library holds an adequate number of resources supporting the curriculum and research requirements. The members suggested periodic updates and the inclusion of more reference books and e-resources in emerging subject areas.

Resolution 3

The committee discussed the importance of conducting orientation and user-awareness programmes for students and faculty. It was resolved to organize library orientation sessions at the beginning of each academic year and to conduct regular awareness programmes on OPAC, e-resources, and digital library services.

Resolution 4

The maintenance of library resources and automation systems was reviewed. The committee expressed satisfaction with the functioning of the library management software and suggested regular system updates and proper maintenance to ensure uninterrupted services.



Resolution 5

The feedback received from students and faculty was discussed. The members appreciated the positive feedback and recommended addressing the suggestions received to further enhance library services and user satisfaction.

Signature of Library Coordinator

Date: 24/02/2022