CAUVERY COLLEGE FOR WOMEN, TRICHY -18.
CENTRAL LIBRARY

Date : 07.09.2023

CIRCULAR

The Library Advisory Committee meets today to discuss the library movement and developing the activities of the library. The members to be present are the Principal, Vice - Principals, Deans of Arts, Science, Alumni, Heads of Department and the members of the Library Advisory Committee.

- Date and Time : 09.09.2023 (Satur day), 10.00am
- Place and venue : A Block- II Floor

Agenda :

- Budget Allocation for this academic year overall departments 9,00,000
- Last academic year we spent the amount for books & Journals purchase overall 2022-2023- 5,99,470 (Books – 3,54,101 and Journals – 2,45,369)
- Acquisition of Journals
- Conducted the E-Resources Usage and NLIST , DELNET account activation for PG students
- Updated the Webpage – E- resources, Library Policy, Open Access and Best Utilizer award and etc.,
- Book Exhibition finished year of 2023
- Turnitin- Plagiarism Software Renewal for this year 2023

(LIBRARY)

Date : 09. 09. 2023

Day : Saturday

Time : 10.00 an

Venue : A-Block - II Floor.

Members Present :

Principal, Vice-Principals, Deans of Arts, Science, Alumni, Heads of the Department, library committee members.

Agenda :

• Budget Allocation for this academic year over all departments 9,00,000

• Last academic year we spent the amount for books & Journals purchased over all 2022- 2023 : 5,99,470 (Books - 3,54,101) and (Journals-2,45,369)

• Acquisition of Journals

• Conducted the E-Resources Usage Nlist, Delnet account activation for PG Students.

• Updated The webpage E-Resources, library Policy, Open Access and Best Utilizer award and etc.,

• Book Exhibition finished year of 2023.

• Turnitin Plagiarism Software Renewal for this year 2023.

• User Orientation course conducted by every academic year.

• All the data and report to be maintained the library Register files.

Discussion :

- Every year each Department spent Their Budget Allocations & Submit the bill copy to the library.

- Academic year 2022-2023 we spent the amount for Books & Journals purchase 5,99,470.

- Acquisition of journals every year renewal the subscription for all the departments. totally we spent The amount of 2022-2023 journals-2,45,369.

- Book Exhibition finished year of 2023. We discussed about coming year of 2024 for Book Exhibition.

- Foot fall for students 350+ and staff members 50+ per day visit in the library 450+ above.

- Conducted The E-Resources Usage and Nlist, Delnet account activation for Final year of PG students.

- N list user account renewal for all the department staff members, and updated user information also.
- Provide ILL library service
- Updated the webpage E-Resources, library Policy, Open Access and Best utiliser award etc.,
- Digital library - Additionally added the systems with net facility
- turnitin Plagiarism Software Renewal for This year 2023. Checking Primary Sources including students project also.
- We uploading full text books, Newspaper clipping, Question Bank and Project Thesis, Rare Books collection convert digital for uploading data in Dspace.
- Conducted orientation programme for every year UG and PG all first year students.

Department	Name of the members	Signature	Members present Department	Name of the members	Signature
Principal	Dr. V. Sujotha	Vijithe 9.9.23	Physics HOD	Dr. G. Maheswari	S. LL 09/09/23
Vice - Principal	Dr. S. Ramalakshmi	9/9/23	CA "	Dr. R. Merlin Packian	9/9/23
Vice - Principal	Dr. S. Shameem	09/09/23	CS "	Dr. V. Sinthu Janita	9/9/23
Dean of Arts	Dr. N. Savithri	N Santh 9/9/23	IT "	Dr. M. Parveen	9/9/2023
Dean of Science	Dr. V. Sinthu Janita	9/9/23	Chemistry "	Dr. P. Pungayee Alias Amirtham	P. 9/9/23
Dean of Alumini	Dr. G. Kanaga	G. Kanaga 9/9/23	Microbiology "	Dr. B. Tamilmaraiselvi	B. 9/9/23
Controller of Examination	V. Ramya	9/9/23	Bio-Tech "	Dr. R. Rameshwari	R. 9/9/23
Deputy COE	Dr. N. Biva Priya	N 9/9/23	PSM & ND "	Dr. B. Thanuja	9/9/23
Dept. of Tamil HOD	Dr. S. Ramalakshmi	9/9/23	PD	Dr. B. Baby Shakila	B. Baby 9/9/2023
English UG "	Dr. S. Jayashree Agarwal	9/9/23			
English PG "	Dr. P. Urmilla	9/9/23			
Social work "	Dr. G. Metlia	9/9/2013			
Commerce "	Dr. N. Savithri	N Santh 9/9/23			
BBA "	Dr. T. Tamilselvi	9/9/23			
Maths "	Dr. S. Premalatha	S. P 9/9/23			

CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY-18

CENTRAL LIBRARY

Date: 27.03.2024

CIRCULAR

The Library Advisory Committee meets to discuss the library movement and developing the activities of the library. The members to be present are the Principal, Vice- Principals, Dean of Arts, Science, Alumni, Heads of the Department and the members of the Library Advisory Committee.

Date and Time: 28.03.2024 (Thursday), 03.00 pm

Place and venue: A- Block, II Floor

Agenda:

- Budget Allocation

- Acquisition of Journals

- E-Resources Usage NLIST, DELNET, British Council – To increase the user statistic and account activation for staff and students in the year 2024.

- Conduct the Book Exhibition- Various vendors to be participating

- Visually challenged person Access E- Resource – NVDA(Non visual Desktop Access)

- Book Review – Collecting the data from students and Staff members

- Maintaining stock verification records annually

- User orientation Course conducted by every academic year

- All the data and Report to be maintained the Library Register and files

27-3-24

(LIBRARY)

Library Advisory committee meeting held on 28.03.2024, Thursday Time 3.00pm

Date : 28.03.2024
Day : Thursday
Time : 03.00pm
Venue : A Block - II Floor

Member's Present :
Principal, Vice - Principal, Dean of Arts, Science, Alumni, COE, Heads of The Departments and library committee members.

Agenda

- Budget Allocation
- Acquisition of Journals
- E - Resources Usage NLIST, DELNET, British Council to increase the user statistic and account activation for staff and students in The year 2024

- conduct The book Exhibition — Various vendors to be participating
- Visually challenged person Access E-Resource — NVDA (Non Visual Desktop Access)
- Book Review — collecting The data from students and staff members
- Maintaining stock verification records annually
- User orientation course conducted by every academic year.
- All the data and report to be maintained The library register & files.
- The academic year 2024-2025 we allot the budget allocation for purchase books - 7,00,000 Journals - 3,00,000.

Discussion:

• Every year we allot the budget Amount for all discipline wise, their spend the budget amount, submitted the bill copy library & office, Academic year we allot the buget overall 10,00,000.

• Receiving journals every year renews the subscription. we spent a total of 2,45,294 - 2024. purchased journals amount.

• Staff and students should use the Nlist, Delnet, British council - user individual aciount. Staff should increase user access to E- Resources, E-journal, E-Book, Other data base, Rare Books collections and etc.,

• To contact the Book Exhibition is approached by a variety of vendors with new arrivals in every field to make their budget selection Books.

- NVDA Non Visual Desktop Access library provide, visually abled pearson individuals can access E-Resources (or) online materials with screen Reader & speech software facilities.

- Book Review - Having books reviewed by the staff and students during library hours is a fantastic way to engage the school community in the literary process.

- Library conducting annual stock verification is essential for ensuring accuracy in inventory book records and identifying any dislocation (or) demaged that need to be addressed.

- Orientation course conducted by every academic year.

- All the data and report to be maintained the library Register and files.

Members Present Department	Name of the members	Signature
Principal	Dr. V. Sujatha	V. Sujatha 28.3.24
vice - Principal	Dr. S. Ramalakshmi	28/3/24
vice - Principal	Dr. S. Shameem	S. Shameem 28/3/24
Dean of Arts	Dr. N. Savithri	N. Santhi 28/3/24
Dean of Science	Dr. V. Sinthu Janita	Sinthu Prabha
Dean of Alumnae	Dr. G. Kanaga	G. Kanaga 28/3/
Controller of Examination	V. Ramya	Ramya 28/3/24
Deputy COE	Dr. N. Sivapriya	N. Sivah 28/3/2
Dept. of. Tamil HoD	Dr. S. Ramalakshmi	28/3/24
English UG ,,	Dr. S. Jayashree Agarwal	28/3/24
English PG ,,	Dr. P. Urmila	S. Ram/s 28/03/
Social Work ,,	Dr. G. Mettilda Buvaneswari	L. Mettild 28/03/
Commerce ,,	Dr. N. Savithri	N Santhi 28/3/
BBA ,,	Dr. J. Tamilselvi	J. Tilsil 28/3/2
Maths ,,	Dr. S. Premalatha	S. Prem 28/3/2
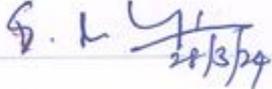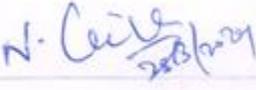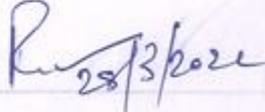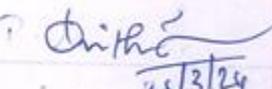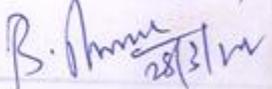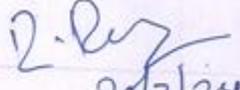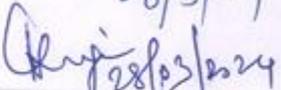
Members Present Department		Name of the Members	Signature
Physics	HOD	Dr. G. Maheswari	G. L. 24/3/24
CA	"	Dr. R. Merlin Packiam	28/3/24
CS	"	N. Girubagari	N. Ceci 28/3/2024
IT	"	Dr. M. Parveen	28/3/2024
chemistry	"	Dr. P. Pungayee Alias Amirtham	P. Crithá 28/3/24
Microbiology	"	Dr. B. Tamilmaraiselvi	B. 28/3/24
Bio-Tech	"	Dr. R. Rameshwari	2. 28/3/24
FSM & ND	"	Dr. B. Thanuja	28/03/2024
P.D	.	Dr. B. Baby Shakila	B. Baby 28/3/2024