



NEHRU INSTITUTE OF TECHNOLOGY

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Department of Library CIRCULAR

Ref. No.: NIT/LIB/LCM/2025-26/42

Date: 23/10/2025

Subject: Library Committee Meeting for the Academic Year 2025-2026

All the members of the **Library Committee** are hereby informed that the **Library Committee Meeting** for the academic year **2025-2026** is scheduled to be held as per the details given below:

Date : 25/10/2025

Time : 10.30AM TO 11.00AM

Venue: Library

The agenda points for discussion are as follows:

Agenda Points

1. As per syllabus, prepare and finalize the **department-wise and semester-wise textbook reference list** from I to VIII semester.
2. Department-wise **journal list and faculty publication details** – including Scopus-indexed and domain-related journals; finalize list as per **Anna University / AICTE norms** for subscription; ensure **faculty attendance** during library hours.
3. Upload **Self-Learning Materials (SLM)** such as question papers, curriculum, syllabus, and e-notes in the library system.
4. Faculty who have **published books or journals** should submit a copy to the library for record and reference.
5. Recommendation and procurement of **general and competitive exam books** (TNPSC, SSC, GATE, UPSC, etc.).
6. Ensure **remote access and usage** of digital resources such as **DELNET, K-Hub, IEEE, NDLI**, etc., and encourage **digital library usage** among students.
7. Promote **best library usage practices** and recognize outstanding student and staff users.
8. Organize **seminars, workshops, and conferences** related to library and information services.
9. **Library website enhancement** with innovative features and benchmarking against other leading institutions.
10. Strategies to **increase library footfall** (both offline and digital usage).

All committee members are requested to attend the meeting **without fail** and actively participate in the discussions to enhance the effectiveness of library services.

Librarian

Copy to:

- The Principal
- The Dean (Academics)
- All HODs
- Committee Members
- File Copy

Principal



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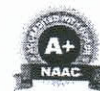
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Library Advisory Committee: 2025-26

Chair person	Dr. N.Naveen kumar	Professor/CCE
Members	Dr.C.S.Chandra Mohan Kumar	Librarian
	Mr.B.S.Navaneeth	Assistant professor/AERO
	Dr.R.Preetha Devi	Assistant professor/AGRI
	Mrs.J.K.Sowmiya	Assistant professor/CIVIL
	Mr. D.Dennis Ebenezer	Assistant professor/CSE
	Mr.M.Eswar Vadivel	Assistant professor/AI&ML
	Mrs.Krishnendu.P.S	Assistant professor/Cyber Security
	MS.Felvin Gifty.C.K	Assistant professor/FOOD TECH
	Ms.R.Malathy	Assistant professor/I.T
	Mr.Thirumoorthy	Assistant professor(S.G)/MBA
	Mrs.A.Amali Theresa	Assistant professor/S&H
	Mrs.M.S Umamaheswari	Assistant professor/S&H



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Library Advisory Committee Meeting – Minutes of Meeting

Date: 25/10/25, Time: 10.30 AM to 11.30 AM

Venue: Central Library

Agenda Items and Discussion Points

1. Department-wise and Semester-wise Textbook Reference List (I–VIII Semester)

The committee discussed and resolved that all departments should prepare and finalize the **syllabus-based textbook and reference list** for all semesters (I–VIII). The consolidated list will be submitted to the library for procurement and record maintenance.

2. Department-wise Journal List and Faculty Publication Details

Members discussed the importance of maintaining an updated record of **faculty publications in Scopus-indexed and domain-specific journals**. Each department will submit a list of **recommended journals** as per Anna University and AICTE norms for subscription during the academic year 2025–26.

It was also emphasized that **faculty members must attend the library during assigned hours** to ensure smooth functioning and student guidance.

3. Upload of Self-Learning Materials (SLM)

It was decided that all departments should upload **question papers, curriculum, syllabus, and e-learning materials** into the library's digital repository for student access and self-learning support.

4. Faculty Publications Submission

The committee requested all faculty members who have **authored or co-authored books or published research papers** to submit a **copy to the library** for archiving and reference purposes.

5. General and Competitive Examination Books

It was recommended to procure **general knowledge and competitive examination books** (TNPSC, SSC, GATE, UPSC, etc.) to support students preparing for various career and higher education opportunities.

6. Remote Access and Digital Resource Utilization

The committee stressed ensuring **effective use of remote access facilities** like DELNET, K-Hub, IEEE, NDLI, and other digital resources. Faculty and students should be encouraged to use the **digital library** regularly as part of their academic routine.

7. Best Library Usage Practices

It was decided to **recognize and reward the best library users** among students and faculty to promote reading habits and efficient resource utilization.



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8. Library Seminars, Workshops, and Conferences

The committee recommended organizing **seminars, workshops, and conferences** related to **library services, research tools, and information literacy** for students and staff.

9. Library Website Enhancement

The committee advised **updating and enhancing the library website** with innovative features and comparing it with **other reputed college library portals** to ensure continuous improvement and innovation.

10. Increasing Library Footfall

Strategies were discussed to **increase both physical and digital library usage**, including awareness campaigns, orientation programs, and reading initiatives for students and staff.

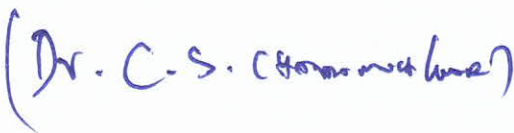
11. Principal's Discussion Points

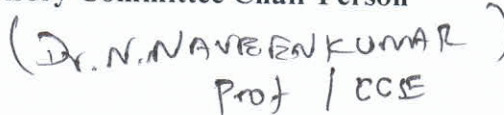
- Encourage the *use of new technology* for students within the library environment.
- Strengthen the *academic linkage* of the library by aligning activities with academic programs.
- Conduct *assessment and quiz programs* in the library to promote knowledge sharing.
- Ensure *IEEE resources* are effectively used by all departments.
- Collect *faculty suggestions* for improving library facilities and resource utilization.
- Discussed *GATE exam-related books* and recommended their *purchase* to support student preparation.


Librarian


Library Advisory Committee Chair Person


Principal


(Dr. C. S. Chinnai)


(Dr. N. NAVEENKUMAR)
Prof / ECSE



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