

 <p>AMRITSAR GROUP OF COLLEGES</p> <p>NAAC Grade "A" 3rd Cycle under Autonomous Category</p> <p>Autonomous College (Since 2014) Conferred by UGC</p>	<h2>Minutes of 48th Team Meeting</h2>	<h2>Central Library</h2>
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Date: 17-02-2026
Time: 02:00 pm
Venue: Central Library

Attendees

1. Mr. HS Sarkaria (Head Librarian)
2. Mr. Jaspreet (Librarian)
3. Ms. Suneeta (Library Assistant)
4. Ms. Tarandeep Kaur (Data Entry Operator)

Agenda 48.1

Follow-up of compliance of previous meeting

Proceedings: The follow-up of the previous meeting was taken agenda by agenda. It was noted that Agenda Item No. 47.3, Discussion on utility of Indexing Service and Agenda Item No. 47.4 Record of Question Papers of ESEs, are currently in progress.

Agenda 48.2

Minutes of HoDs Meeting

Proceedings

Head Librarian Sir apprised regarding the minutes of meeting of HoDs held on 16-02-2026.

Agenda 48.3

Minutes of all weekly Individual Meetings conducted in 2026

Proceedings: It was informed by Head Librarian that the Minutes of all Weekly Individual Meetings conducted in 2026 must be prepared and completed by **Friday (20-02-2026)**. All concerned were directed to ensure timely submission of the same.

Agenda 48.4

Discussion on Mock Campus Placement scheduled from 23rd to 27th February 2026

Proceedings: The information regarding the Mock Campus Placement scheduled from 23rd to 27th February 2026 was shared with all concerned members. They were informed about the schedule and necessary arrangements to ensure the smooth conduct of the event.

Agenda 48.5

Feedback on the Universal Human Values, Workshop conducted from 05-01-2026 to 12-01-2026 and attended by Ms. Suneeta

Proceedings: The feedback on the Universal Human Values, Workshop conducted from 05-01-2026 to 12-01-2026, attended by Ms. Suneeta, was discussed. Key insights and observations from the workshop were shared for future reference and improvement in related activities.

Agenda 48.6

Participation in the 5-day Online Introductory Universal Human Values, Faculty Development Programme

Proceedings: It was decided that the 5-day Online Introductory Universal Human Values, Faculty Development Programme (from 16th to 20th March - 2026), will be attended by Mr. Jaspreet Singh and Ms. Tarandeep Kaur.

Agenda 48.7

Establishment of Departmental Library

Proceedings: The Establishment of the Departmental Library is currently under process, and necessary steps are being taken for the resources and related arrangements. Mr. Jaspreet Singh take the necessary action to get the establishment done by the end of February 2026.

*Information Sharing –

- Surprise Inspection of Central Library by PSBTE Team (04-02-2026)
- Celebrated World Read Aloud (04-02-2026)
- Organized 29th Meeting of AGC Book Club. (13-02-2026)
- Inspection of Central Library by PCI (14-02-2026)

Sd/-
Minutes prepared by
Tarandeep Kaur

E-mail to:

1. Head, IAC
2. Mr. Jaspreet Singh
3. Ms. Suneeta
4. Ms. Tarandeep Kaur
5. Mr. Yadwinder Singh

