AMRITSAR GROUP OF COLLEGES NAAC Grade "A" 3rd Cycle | Autonomous College under Autonomous Category | (Since 2014) Conferred by UGC	**Minutes of 36th Meeting**	Library Committee
	Ref. N. AGC/CL/2461 **Date** 07-10-2026	

Date: **06-10-2026**
Time: **11:10 AM**
Venue: **Reading Hall-4**

Attendees

1. Dr. Upain Kumar Bhatia (Chairperson)
2. Dr. Sandeep Kad
3. Mr. Rajbir Singh
4. Ms. Kulbir Kaur
5. Mr. Jaspreet Singh
6. Ms. Khushboo
7. Mr. HS Sarkaria (Member Secretary)

Absentees

1. Dr. Sanjay Sharma
2. Mr. Mohit Kumar

The Member Secretary extended a formal welcome to all members of the committee. The members were invited to participate in discussion and mutual deliberations on the agenda item mentioned below;

Agenda

Discussion and finalization of the requirement of library books for the newly proposed BPT, M.A. & OTT and MMLS programmes.

Proceedings and Decisions

The Committee reviewed the prescribed guidelines regarding the requirement of library resources for the proposed programmes.

1. **BPT Programme**

   2.1 The Committee reviewed the relevant provisions of the Curriculum Handbook of Physiotherapy issued by the National Commission for Allied and Healthcare Professions (NCAHP), Ministry of Health and Family Welfare, wherein it is prescribed that one copy of each textbook recommended in the syllabus shall be provided for every 10 students per subject **(as per attachment-1)**.

   2.2 Considering the proposed intake of 50 students, the requirement works out to 5 copies of each recommended textbook.

   2.3 Since 37 textbook titles have been recommended in the first-year syllabus, the total requirement was calculated as $37 \times 5 = 185$ textbooks.

   2.4 Accordingly, the Committee decided to initiate the procurement with the first-year recommended textbooks, comprising 5 copies of each of the 37 recommended titles, totalling 185 textbooks. Since the prescribed guidelines do not specifically clarify whether the stated requirement is applicable to each academic year or to the programme as a whole, the Committee decided to follow the existing institutional practice of procuring books progressively year-wise, as followed for other programmes.

2.5 In addition, the Committee decided to procure 100 relevant reference books to strengthen the library resources and provide students with additional academic support.

2. **M.A. & OTT Programme**

The Committee observed that no specific rule prescribing the exact number of books/copies was available. **(Refer to the attachment-2)**.

It was decided that the requirement shall be worked out as per the applicable Master's/PG norms of IKG PTU, keeping in view the approved syllabus and student intake.

4. **MMLS Programme**

The Committee observed that no specific rule prescribing the exact number of books/copies was available.

It was decided that the requirement shall be worked out as per the applicable Master's/PG norms of IKG PTU, keeping in view the approved syllabus and student intake.

5. **Progressive Augmentation of Library Collection**

The Committee decided that the library collection for all the proposed programmes shall be progressively augmented every year as the programmes advance.

Additional books shall be added according to changes in syllabus, student strength and emerging academic requirements.

The Committee recommended that the procurement process for the required books be initiated accordingly.

Note: It is noted for record that the geo-tagged photograph of the meeting could not be captured at the time of the meeting. The omission is inadvertent and may kindly be taken on record.

The meeting concluded with a vote of thanks to the Chair.

Khushboo

(Ms. Khushboo)

(Ms. Kulbir Kaur)

7/10/26

(Mr. Rajbir Singh)

7/10/26

(Prof. (Dr.) Sandeep Kad)

07/10/2026

Minutes prepared by Member Secretary
Mr. HS Sarkaria

07/10/26

Chairperson
Prof. (Dr.) Upam Kumar Bhatia

Minutes Approved by Principal

Attachment-1

Unit name	Requirement per unit (in sq. ft)	No. of Units	Total area required (In sq.ft.)
23. Department of Cardio-respiratory Physiotherapy	1200	1	1200
24. Department of Community Physiotherapy	1200	1	1200
25. Department of sports physiotherapy, exercise fitness & analysis	1200	1	1200
Other Facilities:			
26. Hostel for Girls	Separate / shared with other institutions of the same management	1	
27. Hostel for Boys		1	
28. Play ground out door			Minimum 3000
29. Library			

Item	Requirement
i. Text Books As per syllabus one copy of Book per 10 students per subject.	600-700
ii. Reference books	300 Advanced Books As per requirement
iii. Journals	At least four international and four national journal
iv. Subscription to electronic data base / e-journals	Required
v. Mandatory Internet facility Access to e-library Equipment	Minimum 15 computer terminals for 60 students

185
100

9.1.5. **Teaching Department:**

Following departments should be available at the commencement of First year BPT:

1. Department of Kinesiotherapy and Exercise Therapy
2. Department of Electrotherapy and Electro-Diagnosis

Following departments should be available at the commencement of Third year:

3. Department of Musculoskeletal Sciences Physiotherapy
4. Department of Neurosciences Physiotherapy
5. Department of Cardio-Pulmonary Physiotherapy

7+5+4
+8+2+4
=

M.MLS Attachment-2

Library

It is recommended that the institution must have a well stocked library with required text books/reference books, periodicals and Journals for use by students and faculty. It is also recommended that each institution must subscribe to the One nation One Subscription (ONOS) initiative of the Government of India to facilitate access to wide range of scholarly research content to all students and faculties. Necessary hardware for this must be provided by the institution. At least five (5) terminals/desktops must be available. Recommended list of text and reference books for undergraduate and postgraduate courses is provided with the detailed syllabus. The institution must provide sufficient copies to the students.

Computer facility

Each institution is recommended to have a computer facility with at least fifteen (15) desktop computers with internet access for students. This facility may be used for imparting practical training to students as part of the "Basics of Computer Applications" Course as detailed in the BMLS syllabus. The facility may also be made available to students for their assignments/project work. Wherever possible, separate desktops for postgraduate students may be provided that can be shared by students for their research work and data analysis. Required softwares and applications may be made available as necessary.

Human Resource Requirements

Teaching Faculty

Teaching posts in each institution as far as feasible, may be created in a pyramidal order. For instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professors and five Demonstrators.

1. Professor – 1
2. Associate Professor – 2
3. Assistant Professors – 4
4. Tutors / Demonstrators – 5 (1 in each lab)

For postgraduate MLS course, following additional faculty strength is recommended

1. Professor – 1
2. Associate Professor – 3
3. Assistant. Professors – 2

Note: Only Assistant Professor with at least one year experience, Associate professor, Professor are eligible to guide PG students for their research dissertation.