

Minutes of 35th Meeting

Library
Committee

Ref. N. AGC/CL/2391

Date: 03-08-2026

Date:

30-07-2026

Time:

9:15 AM

Venue:

Reading Hall-4

Attendees

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

Absentees

1. Dr. Sandeep Kad
2. Ms. Kajal Kaler
3. 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 various agenda item mentioned below;

Agenda Item: 35.1

Action taken report of 34th meeting

Proceedings:

The decisions taken during the previous meeting have been duly implemented.

Agenda Item: 35.2

Write-off old books that have completed their prescribed shelf life

Proceedings:

The Committee resolved to write off 150 books that had completed their shelf life. It was further decided that the latest editions of these titles be procured for the Central Library to ensure the continued availability of updated learning resources.

It was further advised that, prior to disposing of the weeded-out books as scrap, the same shall be displayed for one day under the Wall of Radiance, enabling interested students to collect them free of cost.

Agenda Item: 35.3

Write-off back volumes of magazines and journals till year 2021

Proceedings:

The Committee deliberated on the proposal regarding the write-off of back volumes of magazines and journals up to the year 2021. After reviewing the available storage space, usage patterns, and the relevance of older volumes, the Committee unanimously agreed that the back volumes of magazines and journals up to the year 2021 had outlived their utility for regular reference purposes.

It was further resolved that any volumes having archival, historical, accreditation, or institutional significance shall be retained after due scrutiny by the Central Library before disposal.

Agenda Item: 35.4

Procurement of new books

Proceedings:

The Committee resolved to invite recommendations of 50 book titles from each department for procurement in the Central Library. It was further decided that the Department of Pharmaceutical Sciences shall submit separate recommendations for the various programmes offered under the department, in accordance with the revised syllabus.

Information Sharing: The annual stock verification of the Central Library

The Committee was apprised of the annual stock verification of the Central Library conducted from 2nd July to 8th July 2026. The members noted that 57 books were found missing and advised that the list of these books be circulated among students and departments for information and possible traceability. The Committee further recommended verifying the physical specifications of the missing books from the accession records and assessing their present academic relevance and demand before initiating further action.



(Ms. Khushboo)



(Ms. Kulbir Kaur)



(Dr. Sanjay Sharma)



(Mr. Rajbir Singh)


03/08/2026

Minutes prepared by Member Secretary
Mr. HS Sarkaria


03/08/2026

Chairperson
Prof. (Dr.) Upain Kumar Bhatia


Minutes Approved by Principal

Glimpses



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