

25th Minutes of Meeting

held on 23-07-2024 at 3:00 pm
in the Reading Hall-4 of Central Library

Ref. N. AGC/CL/ 1885 Date 24-07-2024

Library
Committee

Attendees

1. Dr. Sandeep Kad
2. Mr. Atul Mahajan
3. Ms. Gurveen Kaur
4. Mr. HS Sarkaria

Absentees

1. Ms. Binod Kaur
2. Dr. Saurabh Sehajpal
3. Dr. Gurbhej Singh
4. Mr. Sandeep Sharma

The 25th meeting of Library Committee held on 23rd July 2024 at 3:00 pm in the Reading Hall-4 of Central Library. The Member Secretary welcomed the members of the committee and presented various agenda items to reach at the unanimous decisions as detailed below;

Agenda Item 1

Planning regarding the guidelines mentioned in *Circular memo no: 721795
)1(/1117 dated 17-07-2024 received MD Sir from the office of Director Higher Education Department, Punjab.

Proceedings

The members decided not to respond to letters that have not been sent to us.

Agenda Item 2

Recommendations regarding the findings of Physical Stock Verification of Books done from 20th June 2024 to 8th July 2024

Proceedings

All the members were apprised with the findings of Physical Stock Verification of the Books and accordingly they suggested the recommendations.

Agenda Item 3

Proposal for Audio Books Subscription from Kuku FM/Pocket FM/Play Books

Proceedings

The members recommended to get the annual subscription of Audio Books through any appropriate channel for 5 systems in the Digital Library.

Agenda Item 4

Proposal for introduction of "People Borrowing Service"

Proceedings

The Member Secretary introduced the proposal for the "People Borrowing Service," outlining its potential benefits for enhancing student learning and development by allowing members to borrow time from experienced individuals within the institution for counselling, mentorship, guidance and skill development.

4.1 The members unanimously recommended the implementation of the "People Borrowing Service."

4.2 They identified the key college officials who can provide valuable insights, guidance, counselling and mentorship as mentioned below;

S.No.	Name	Designation	Department
1.	Dr. Rajneesh Arora	Managing Director	Management
2.	Dr. Gaurav Tejpal	Principal	Principal Office
3.	Dr. PS Pannu	Registrar	Registrar Office
4.	Dr. Manoj Kumar	Registrar (Finance)	Accounts Office
5.	Dr. Upain K. Bhatia	Dean Academic Affairs	Academic Affairs
6.	Mr. HS Sarkaria	Controller of Examinations	Ex. Branch
7.	Dr. Pooja Puri	Dean, UGC Courses	Management Studies
8.	Mr. Rakesh Jaitly	Dean Training & Placements	TPO
9.	Dr. Narinder Sharma	Dean R & D	R & D
10.	Mr. Amit Singh	Dean Students' Affairs	Students' Affairs
11.	Dr. Sandeep Kad	Head of Department	Computer Science
12.	Ms. Binod Kaur	Do	Applied Sciences
13.	Dr. Sachin Khurana	Do	Computer Applications
14.	Dr. Namarta Kad	Do	Electrical Engg.
15.	Mr. Manish Sharma	Law Officer	Law
16.	Mr. Ajay Sharma	Associate Professor	Computer Science
17.	Mr. Atul Mahajan	Associate Professor	Electrical Engg.
18.	Mr. Baljeet Verma	Associate Professor	Applied Sciences
19.	Ms. Tejinder Sharma	Associate Professor	Computer Science
20.	Ms. Arjinder Kaur	Do	Management Studies
21.	Mr. Kawaljeet Sg. Walia	Do	Computer Applications
22.	Ms. Neha Chadha	Do	Computer Science
23.	Mr. Sanjeev Sharma	Do	Do
24.	Dr. Gurbhej Singh	Assistant Professor	Mech. Engg.
25.	Ms. Gurveen Kaur	Assistant Professor	Management Studies
26.	Mr. Vijay Kumar	Assistant Professor	Civil Engg.
27.	Ms. Rajbir Kaur	Assistant Professor	Applied Sciences
28.	Ms. Rajni Arora	Assistant Professor	Do
29.	Mr. Pavitar Singh	do	Computer Science
30.	Mr. Dharminder Singh	Incharge Admissions	Office of CCIE
31.	Mr. Amandeep Singh	In-charge, I & A C	I & A C
32.	Mr. Karambir Singh	Deputy Registrar	I & A C
33.	Ms. Rama	Senior Lecturer	Pharma. Scs.

Further the members may ask for any other faculty member and any senior student of the college.

4.4 The committee members expressed strong support for the "People Borrowing Service" and directed the Member Secretary to proceed with the detailed planning and implementation.

Agenda Item 5

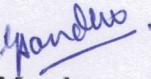
Events to be organized during July-Dec 2024.

Proceedings

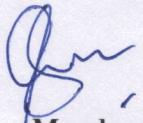
The member secretary presented the tentative schedule for the various events to be organized and same have been recommended by the members of Library Committee as detailed below;

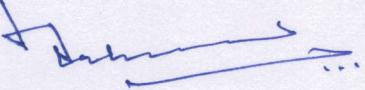
- 5.1 Celebration of Librarians' Day on 12th August 2024
A Books Exhibition will be planned outside the Central Library to be organized by Team, Central Library for whole day.
- 5.2 Cinephile Braggart to be organized by Students' Library Committee on 20th August 2024.
- 5.3 World Literacy Day to be organized on 6th September instead 8th September 2024.
- 5.4 On the recommendation of Librarian & Head and Convenor of SLC, the members decided to appoint Mr. Madhav (B.Tech. CSE-5th Sem) as new Chairperson and Ms. Kirti (B.Tech. CSE-5th Sem) as new Secretary of SLC with immediate effect. The services rendered by the previous Chairperson Ms. Gagandeep Kaur and Secretary Mr. Shivansh Pandey are appreciable and put on records.
- 5.5 The SLC may plan to recruit the new members as per requirements.

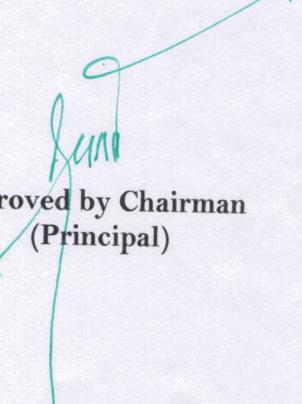
The meeting concluded with a Thank You Note.


Member
(Ms. Gurveen Kaur)


Member
(Mr. Atul Mahajan)


Member
(Head DCSE)


Member Secretary
(Librarian & Head)


Approved by Chairman
(Principal)