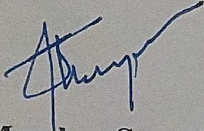


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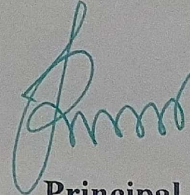
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17.11.2025

The Library Advisory Committee meeting will be held on (20-11-2025) at 2.30 pm at the Principal Office. The following committee members are requested to attend the meeting.



Member Secretary



Principal

Copy submitted to: The Director, CIET

Copy to : 1.Principal

2. Dr.S.Gokul, HOD/EEE
3. Dr.K.Ashok, HOD/VLSI
4. Prof. K.Velumani, HOD/S&H
5. Dr.P.Magudeaswaran, HOD/Civil
6. Dr.S.Vijayan, ASP/Mech
7. Mrs.K.Revathi AP/Civil
8. Mrs.R.Nithya Devi AP/CSE
9. Student Notice Board
10. File



CIET COIMBATORE INSTITUTE OF ENGINEERING AND TECHNOLOGY

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Name of the Meeting: Library Advisory Committee Meeting

Date: 20-11-2025

Venue : Principal Office

Time: 2.30 PM

Chairman of the meeting: Dr. K. Manikanda Subramanian, Principal

Staff Members:

Name	Designation	Signature
Dr. K. Manikanda Subramanian	Principal	
Mrs. J. Thangam	Librarian and Head	
Dr. S. Gokul	HOD-(EEE)	
Dr. K. Ashok	HOD (VLSI)	
Dr. P. Magudeaswaran	HOD/(Civil)	
Prof. K. Velumani	HOD (S&H)	
Dr. S. Vijayan	ASP/(Mech)	
Mrs. K. Revathi	AP/Civil	
Mrs. R. Nithya Devi (NPTEL-co-ordinator)	AP/(CSE)	

Student Members:

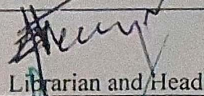
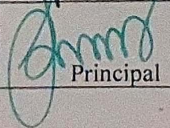
Name	Designation	Signature
Miss. M. Abarna	III -Year ECE	
Mr. S. Nithish Kumar	II -Year AI&ML	

Agenda:

1. Discuss the NPTEL lab for the usage of e-resources (Delnet), etc.
2. Improve access to AUERC (Anna University E-Resources consortium) e-resources.
3. To motivate the reading habits and utilization of the library among all the students.
4. To promote the students' "Reading Habits", encourage them to give the "Best Readership Award" for every year.
5. To discuss the stock verification.
6. ID card not scanned in II VLSI and III AI&DS students.
7. National and International journals of hard copies purchase requirements regarding.
8. E-Consortium of INFLIBNET purchase requirements regarding.
9. The Central Library inside the building is occupied with wooden materials so that the insects of Karaiyans are repairing the buildings. So that the building's inner walls are to be painted for the Proper action.
10. To discuss the new **Software (Aveon) migration** error, corrections, and modifications.
 - Accession Register Report: (Purchase date, bill no., supplier name not came)
 - Book location is not proper.
 - We need the Renewal date and return date to be the same date.
 - Lost book report, missing book report, binding report, Project report not available.
 - Library book transfer list, non-book material report, Periodicals (Journals and Magazines) Entry, periodicals reports are not added.

MINUTES OF MEETING

20-11-2025

S.No.	Points Discussed	Actions planned	Target Date	Responsibility
1	Usage of e-resources at NPTEL Lab	E-resources, DELNET, etc, for the usage of the NPTEL lab are being installed and to be completed.	30-11-2025	Mrs.J.Thangam Librarian and Head
2	Improve access to online e-resources	The Committee discussed the AUERC (Anna University E-Resources consortium) e-resources requested to be extended for the forthcoming academic year.	10-12-2025	Mrs.J.Thangam Librarian and Head
3	Motivate Reading Habits	The Committee discussed improving and increasing the reading habits and the usage of library materials to conduct the event, like placement-oriented exams for all students for the month in February 2026. Notices and Circulars will be circulated regularly.	10-03-2026	Mrs.J.Thangam Librarian and Head
4	Best Readership Award	The Committee discussed and recommended that they are instructed to improve their reading habits and the usage of library materials to give the Best Readership Award to the students The committee also discussed and recommended increasing the usage of library materials to give the "Most Frequent Users Award" to the staff.	31-05-2026	Mrs.J.Thangam Librarian and Head
5	Stock Verification	The committee discussed and recommended taking the central library Stack-Verification for January 2026 onwards.	31-01-2026	Mrs.J.Thangam Librarian and Head
6	Purchase the National and International journals in hard copy	The committee discussed and recommended purchasing the hard copies of the National, International Journals and the Magazines purchased for the departments B.E.- Civil, CSE, CSE(CS), CSE(AI&ML), ECE, EE (VLSI Design & Technology), MECH, MCT, EEE, B.Tech – AI&DS, IT, PG - MBA for the year 2026.	31-01-2026	Mrs.J.Thangam Librarian and Head
7	INFLIBNET	The committee discussed that the "e-consortium of INFLIBNET" requirements will be implemented later.	-	Mrs.J.Thangam Librarian and Head
8	Central Library Inner Walls Painting	The committee discussed and recommended that the central Library walls are damaged by the insects. So that the inner walls are to be repaired and painted at the earliest, and the requisition letter is to be given to the Management.	31-03-2026	Mrs.J.Thangam Librarian and Head
9	Students Project Report	The committee discussed and recommended receiving all the students' project reports from each department through the <u>Google Drive</u> or the Hard-Disc , whichever is possible.	29-02-2026	Mrs.J.Thangam Librarian and Head
10	Software Migration error updating details	The committee discussed a plan and a direct meeting for the software migration, updating and modification with the 'Application Support Specialist, Aveon Infotech Private Limited' , for the month of December 2025.	31-01-2026	Mrs.J.Thangam Librarian and Head
Copy to: 1. Principal, CIET			Prepared by	 Librarian and Head
			Approved by	 Principal

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