

**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)
Chennai – 600 008**

Affiliated to the University of Madras
College with Potential for Excellence
Re-accredited with A Grade by NAAC



4.2 LIBRARY AS A LEARNING RESOURCE

**4.2.1 INTEGRATED LIBRARY MANAGEMENT
SYSTEM**

(Library Committee Minutes)

ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

Chennai – 600 008

Affiliated to the University of Madras

College with Potential for Excellence

Reaccredited with A Grade by NAAC



Library Committee Minutes

2020 – 2021

LIBRARY COMMITTEE MEETING – MINUTES

WITH ACTION TAKEN REPORT

10th December, 2020

2020-21

- Registered all the first years students of the college enabling them to obtain password access to INFLIBNET N-List
- Procured and shared password from EBSCO to all the students and staff and ensured that there was a continuous learning process of the same
- E-journal tutorials were extended to the departments through online.

Library Routine

1. Book purchase - *completed*
2. Stock verification - *completed*
3. Renewal of Institutional Memberships – *Not done due to Covid*
4. Renewal of print and e-resources subscription - *completed*
5. Periodical overdue of students and staff - *carried out*

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

S. Kothai.

Principal

**ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8**

ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

Chennai – 600 008

Affiliated to the University of Madras

College with Potential for Excellence

Reaccredited with A Grade by NAAC



Library Committee Minutes

2019 – 2020

LIBRARY COMMITTEE MEETING – MINUTES

WITH ACTION TAKEN REPORT

10th July, 2019.

2019-20

- Migrated data to be cross verified
 - Extensive verification to check the successful remigration of the book data in upgraded e-Blis version 2.0 was carried out.
- Book exhibition
 - Encouraged more book sellers/publishers participation in the annual book exhibition
 - Department needs (list of books) were procured and handed to the sellers and ensured the staff made best use of the opportunities
- Increase the usage at the UGC funded Internet Cafe
 - Facilitated the students by cost cutting on the printing charges
- Activity for the Current affairs
 - With the tie-up with the daily "The Hindu" the 1st year students were encouraged to by a copy of the same to cultivate the habit of reading newspaper daily
- Civil work permitted in 2018-19
 - Effective completion of the water proofing, tile laying and the Library block painting was done.

Library Routine

1. Book purchase - completed
2. Stock verification - completed
3. Renewal of Institutional Memberships - completed
4. Renewal of print and e-resources subscription - completed
5. Periodical overdue of students and staff - carried out

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

S. Kothai .
Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

Chennai – 600 008

Affiliated to the University of Madras

College with Potential for Excellence

Reaccredited with A Grade by NAAC



Library Committee Minutes

2018 – 2019

LIBRARY COMMITTEE MEETING – MINUTES

WITH ACTION TAKEN REPORT

13th July, 2018

2018-2019

- Enhance the general studies collection
 - *Purchase of books on general studies, Competitive exams, NET, SLET, etc., has been bought to facilitate students to groom their career*
- Relocate the journal section
 - *Journal section has been relocated to 3rd Floor for maximum use of the print journals which are housed there*
- PG students to explore print and online journals
 - *For assignments PG students refer to print journals as well as the online journals using the systems provided at the carrels.*
- Submit the feasibility study report and seek permission for data migration
 - *Permission obtained. Based on the satisfaction of the authorities took permission to remigrate to e-Blis 2.0 version for effective support of RFID tagging.*
- Data migration
 - *Carried out in a phased manner.*
- Request for infrastructure enhancement
 - *Two nos. of Circulation Counters (UG and PG)*
 - *Wooden framed glass paneled doors to the existing wall book cupboards.*
 - *Was sanctioned and work completed*
- Plan for RFID gate installation
 - *Carried out*
- Request for painting of the Library block and relaying of the waterproofing tile on the roof top.
 - *Permission granted*
- Fumigation of the Library block
 - *Permission sought and carried out*

Library Routine

1. Book purchase - *completed*
2. Stock verification - *completed*
3. Renewal of Institutional Memberships - *completed*
4. Renewal of print and e-resources subscription - *completed*
5. Periodical overdue of students and staff - *carried out*

S. Kothai.

D.B. Usharaj

V. Manoj

Principal

S. Kothai.
Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

Chennai – 600 008

Affiliated to the University of Madras

College with Potential for Excellence

Reaccredited with A Grade by NAAC



Library Committee Minutes

2017 – 2018

LIBRARY COMMITTEE MEETING – MINUTES

WITH ACTION TAKEN REPORT

3rd August, 2017

2017-2018

- RFID tagging in the UG Ready Reference Section
 - *Completed*
- Implementation of RFID gate
 - *Rescheduled the installation of RFID gate due to natural calamity*
- Individual carrels to be put to use by PG/Research students
 - *Maximum use of the system is offered to PG students as per the class visit schedule*
- E-resource
 - *Encouraged access to e-resource/e-content of the INFLIBNET N-List*
- Tutorials
 - *Frequent hands on training on EBSCO was offered to the students.*
- Data upgradation in the upgraded e-Bliis software (Version 1.0 to 2.0)
 - *Feasibility study carried out to confirm that the data could be upgraded anytime in the e-Bliis 2.0 Version.*
- Request for the purchase of Two journal Display Units.
 - *Procured two journal display units on wheels.*
- Upgradation and refurbishing of LCH
 - *LCH not put to use for a short period as sanction for technological upgradation and refurbishing was obtained*

Library Routine

1. Book purchase - *completed*
2. Stock verification - *completed*
3. Renewal of Institutional Memberships - *completed*
4. Renewal of print and e-resources subscription - *completed*
5. Periodical overdue of students and staff - *carried out*

D. B. Usharaj

V. H. ...

S. Kothari

Principals

S. Kothari.

Principal

**ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8**

ETHIRAJ COLLEGE FOR WOMEN (Autonomous)

Chennai – 600 008

Affiliated to the University of Madras

College with Potential for Excellence

Reaccredited with A Grade by NAAC



Library Committee Minutes

2016 – 2017

LIBRARY COMMITTEE MEETING – MINUTES

WITH ACTION TAKEN REPORT

8th August, 2016.

2016-2017

- To visit other institution and study the RFID feasibility
 - *Visited other institutions before RFID implementation*
- Carry out tagging
 - *Carried out in a phased manner in the UG Section*
- Library routine through both the softwares
 - *Smoothly carried out*
- Request for Six Open Racks
 - *To be considered*

Library Routine

1. Book purchase - *completed*
2. Stock verification - *completed*
3. Renewal of Institutional Memberships - *completed*
4. Renewal of print and e-resources subscription - *completed*
5. Periodical overdue of students and staff - *carried out*

Principal

D. S. Usharany

V. M. Manikandan

S. Kothai

S. Kothai

Principal

ETHIRAJ COLLEGE FOR WOMEN

Chennai - 8