

## Notice

All the members of the library committee are requested to attend the meeting to be (28-8-2021) held at 11:00 am on 28 Aug. 2021 at the Principal's office. The agenda of the meeting is as below: -

1. To make library cards for students.
2. Paid software for the library automation.
3. Maintain library record for the NAAC purposes such as record of remote users, INFLIBNET login ID record, of daily visitor, and accession register.
4. Access to more e-resources.
5. Requirement of new almirahs for books (open racks).
6. To make plan to encourage the students to come to the library and create reading habits among students.
7. To enrich the library there is a demand for purchase more books for the library.

8. To renew the subscription of Journals & Magazines.

9. To constitute Bhaska March in college

10. Any other issues, with the permission of the Chairperson of the library advisory committee will be discussed also.

*Signature*

Mrs. Amandeep Kaur

Secretary

Library Advisory Committee

1. Dr. Tejinder Kaur Dhalival  
(Chairperson)

*Signature*

2. Dr. Anda Rani

*Signature*

3. Mr. Sunil Kumar.

*Signature*

4. Mr. Mandeep Singh.

*Signature*

5. Ms. Amandeep Kaur.

*Signature*

### Report of the meeting

A meeting of the college library advisory committee was held on 28 August 2021. The following suggestions/decisions have been taken.

1. Printing of the library cards through library software (Color printer) was sanctioned.

2. Permission was granted for the renewal of subscriptions for the Journals & magazines.

3. Paid software for library automation was delayed for some time.

4. Most of the record already maintain in the library.

5. Committee recommended develop a mechanism to inform students & faculty about new arrival through e-media.

6. Committee recommended display list of most read books and names of students reading maximum books.

7. To promote books and other literature work of faculty members.

8. To ensure arrangements of books.  
as per rules of library science.

→ Following members were present in the meeting! -

1. Dr. Tejinder Kaur Dhalwal  
(Chairperson)

2. Dr. Sunil Kumar

3.

3. Dr. Anita Rani

4. Dr. Mandeep Singh

5. Ms. Amandeep Kaur

Principal  
Guru Nanak College  
Sri Muktsar Sahib

Dr. Tejinder Kaur Dhalwal

Chairperson  
Library advisory committee.