SENGUNTHAR ENGINEERING COLLEGE
(AUTONOMOUS)
NAAC Accredited with 'A' Grade,
(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai)
Recognized Under Section 2(f) & 12(B) of the UGC Act, 1956
TIRUCHENGODE- 637 205

23.10.2026

MINUTES OF THE MEETING - LIBRARY COMMITTEE

Date of Meeting: 14.10.2026

I. AGENDA

10.1 Confirmation of the minutes of the previous meeting.

10.2 Discussion and approval of the library budget for the academic year 2026–2027.

10.3 Subscription and renewal of journals, magazines, and online resources.

10.4 Discussion on library automation and Online Public Access Catalogue (OPAC) services.

10.5 Any other matters and suggestions from the Chairperson and Committee Members.

II. MEMBERS PRESENT

The Library Committee meeting for the academic year 2026–2027 was held on 14.10.2026 at 3.00 p.m. in the Library Seminar Hall under the chairmanship of Dr.R.SathishKumar, Principal of Sengunthar Engineering College (Autonomous), Tiruchengode.

The following members attended the meeting:

S. No.	Name	Designation	Position	Signature with Date
1	Dr. R.Sathish Kumar	Principal	Chairman	23/10
2	Dr. G.A.Devabalagan	Librarian	Convener	23/10/26
3	Dr. T.R.Chinnusamy	Dean / Administration	Member	23/10/26
4	Dr. B.Sujatha	Dean / Academics	Member	
5	Dr. K.L.Palanisamy	Dean / Students Affairs	Member	23/10/26
6	Dr. P.Prabhu	HoD / Civil	Member	23/10/26
7	Dr. M.Sakthivel	HoD / CSE	Member	23/10/26

8	Dr. C.Aarthi	HoD / ECE	Member	
9	Dr. K.Umadevi	HoD / EEE	Member	
10	Dr. G.Kathiresan	HoD / MECH	Member	
11	Mrs. S.Santhipriya	HoD / AI&DS	Member	
12	Mr. A.Senthilkumar	HoD / R&A	Member	
13	Mrs. V.Mahalakshmi	HoD / IT	Member	
14	Dr. E.Geetha	HoD / MDE	Member	
15	Ms. M. Pavithra	III Year / MECH	Member	
16	Ms. P.S.Indhu	III Year / IT	Member	
17	Mr. J.Mohankumar	III Year / R&A	Member	

III. PROCEEDINGS AND RESOLUTIONS

10.1 Confirmation of the Minutes of the Previous Meeting

The committee considered the minutes of the previous meeting and affirmed the recommendations concerning the library's resources.

Resolution: It was resolved that the agenda and resolutions passed in the previous meeting be confirmed for execution. Accordingly, the library in-charge is informed to ensure proper maintenance of books and journals and to maintain an up-to-date stock register.

10.2. Discussion and Approval of the Library Budget for 2026–2027

The committee considered the library budget estimate of ₹7,00,000 (Rupees Seven Lakhs only) for the academic year 2026–2027, earmarked for books, subscription to journals/periodicals, electronic resources, and related operating requirements.

Resolution: It was resolved that the library budget of ₹7,00,000 for 2026–2027 be approved as presented. The librarian/in-charge was authorized to execute procurement in accordance with the allocated funds.

10.3 Subscription and Renewal of Journals, Magazines, and Online Resources

The committee discussed the subscription and renewal of national and international journals, magazines, and online resources required by various departments and the Central Library.

The proposed journal subscription details are as follows:

S.No.	Department / Programme	National	International
1	B.E. Civil Engineering	6	6
2	B.E. Mechanical Engineering	6	6
3	B.E. Electronics and Communication Engineering	6	6
4	B.E. Electrical and Electronics Engineering	6	6
5	B.E. Computer Science and Engineering	6	6
6	B.E. Computer Science and Engineering (Cyber Security)	6	6
7	B.E. Medical Electronics	6	6
8	B.E. Robotics and Automation	6	6
9	B.Tech.Pharmaceutical Technology	6	6
10	B.Tech. Information Technology	6	6
11	B.Tech. Artificial Intelligence and Data Science	6	6
12	B.Tech. Artificial Intelligence and Machine Learning	6	6
13	Master of Business Administration (MBA)	6	6
14	M.E. Computer Science and Engineering	6	6
15	M.E. Structural Engineering	6	6
16	M.E. Medical Electronics	6	6
17	M.E. VLSI	6	6
18	Central Library (Magazines)	16	0
TOTAL		**118**	**102**

Resolution: The committee discussed and approved the renewal of existing journals, magazines, and online resources, along with new subscriptions based on academic requirements and budget availability for the academic year 2026–2027.

10.4 Discussion on Library Automation and OPAC Services

The committee discussed measures to improve library automation and OPAC services to ensure efficient library operations and convenient access to library resources for students and faculty members.

Resolution: The committee recommended improving library automation and OPAC services to facilitate easy access to library resources and enhance the effective utilization of library facilities.

IV. ANY OTHER POINTS

S.No.	Points Discussed	Responsibility / Follow-up	Target Date
1	Obtain the Principal's permission for transferring books to departmental libraries.	Librarian / Concerned HoDs	Regular
2	Circulate the book-requirement format to all Heads of the Department.	Librarian	4th week November
3	Identify and purchase the GATE and TNPSC books.	Librarian / Concerned HoDs	Regular
4	Identify book shortages in AIML, VLSI, and PT and arrange purchases based on requirements.	Concerned HoDs / Librarian	4th week November
5	Provide DELNET access details to departmental in-charges and guide students in using the resources.	Librarian / Departmental In-charges	Regular
6	Explore the procurement of Turnitin software.	Librarian	2nd week November
7	Conduct annual stock verification and maintain the necessary records.	Librarian / Concerned HoDs	1st week December
8	Coordinate library audit requirements with IQAC and the concerned offices.	Librarian / IQAC	3rd week November
9	Encourage faculty members to visit the library and borrow books regularly.	All HoDs	Regular
10	Encourage alumni to contribute books to the library.	Librarian / Alumni	Regular
11	Display current affairs, government examination notifications, and relevant academic developments.	Librarian	Regular
12	Utilization of the first-floor library space.	Librarian	Regular

V. VOTE OF THANKS

Dr. G.A.Devabalagan, Librarian and Convener of the Library Committee, proposed the vote of thanks and expressed gratitude to the Chairman and all committee members for their participation and valuable suggestions.

The meeting concluded with a commitment to strengthen library resources, improve access to academic information, and promote the effective utilization of library facilities.





Convener

Chairman

Copy to:

1. Members of the Library Committee
2. Librarian
3. IQAC File
4. All Heads of Departments