

Anjuman-I- Islam's

M H Saboo Siddik College of Engineering

Ref no CE/Admn./1411/19

5-11-2019

Library Advisory Committee (LAC) Meeting held on 02-11-19 – Minutes

Members present

Prof. Zaheer Khan
Prof. Zakir Ilahi
Prof. Javed Shaikh
Dr. Zainab Pirani
Prof. Zainab Mirza
Dr. Jilani Sayyad
Dr. Ravindra Patil
Dr. Iqbal Shaikh
Mr. John C Abraham

1.Collection Development

- a. **Print books** on observing the dwindling purchase of print books, it was decided to purchase a minimum 20 titles and 100 volumes for each department in the current financial year.
- b. **E-books** Two Packages were considered
 - i) **Springer engineering collection.** (Copy right year 2017 and 2018)
Complete Package. Perpetual unlimited access for M. H Saboo Siddik College of Engineering and Kalsekar Technical Campus, School of Engineering and Technology.

- ii) **Pearson Education E-books (with pick and choose facility)** Perpetual unlimited access for M. H Saboo Siddik College of Engineering and Kalsekar Technical Campus, School of Engineering and Technology and Polytechnic.

As per AICTE norms the collection shall be 50% in e-form and presently we are having only 17.5% in e-form, it was decided to have **Springer engineering collection**. (Copy right year 2017 and 2018) at the cost of Euro.10,500/. The complete payment will be done by our college.

Regarding the **Pearson Education E-books (with pick and choose facility)** our faculty will pick and choose the relevant titles and proposal will be forwarded to Kalsekar Technical Campus School of Engineering and Technology and they will process the order and the payment .

The librarian will coordinate with Kalsekar Technical Campus School of Engineering and Technology librarian and submit the proposals accordingly.

C. Renewal of e-journals and Print journals for the Calendar year 2020

- i. **E-Journals** : It was decided to renew all three existing e-journals packages for 2020 viz. IEEE, ASPP, ASCE and Springer Mechanics
- ii. **Print journals**: It was decided to continue all existing journals (except one journal each from Electronics and Telecommunication, Mechanical and IT to be deleted)

d. Weeding out and replacement of old books In order to have a well maintained, well-pruned collection , it was decided to weed out , books/materials based on the following guidelines

- i. All newspapers, Magazines and other ephemeral materials till July 2019
- ii. Indian Journals published till 2015, provided not in demand
- iii. Textbooks published before 2012, provided latest editions are available
- iv. Outdated reference books published before 2009
- v. Books with multiple editions. Only the latest edition will be kept in the Central Library

Based in the above criteria, the books will be segregated and kept for display in the library. The faculties can select books for their respective Departmental Library and the remaining books will be stamped as "Withdrawn from Circulation" and will be scrapped after getting necessary permission from the Management.

2. Effective Utilization of Library Resources. In order to increase the usage of library resources and Institutional memberships for resource sharing like DELNET, National Digital Library, IIT Library etc. the following steps were suggested.

- i. Inculcate more awareness among students
- ii. Mandatory library registration for all students and faculties
- iii. Insist to issue the library cards in the First Semester itself.
- iv. All faculties should visit the library at least once in a week and discuss among the faculties the latest arrivals.
- v. Insist the students to submit the assignments after proper literature survey through the subscribed databases.

3. Any other relevant matter raised by Members

- i. Librarian raised the issue of allotting library peons for the examination duties. Members felt the need for exempting library peons as most students visit the library during examination period.
- ii. It was unanimously decided to renovate the library with proper counter, necessary repair works, painting /polishing of cupboard furniture etc. through the Maintenance Cell.



Chairman

Library Advisory Committee (LAC)

6/8/19 Lib
7/8/19

Library Advisory Committee

2019-20

M. H. S. C. E.
No 3794
Date 6/8/19

Members

Sr.No	Designation	Position	
1.	Vice Principal	Chairperson	
2.	Librarian	Member Secretary	
3.	HOD Automobile Engineering	Member	
4.	HOD Civil Engineering	Member	
5.	HOD Computer Engineering	Member	
6.	HOD Electronics Engineering	Member	
7.	HOD Electronics & Tel.Com. Engineering	Member	
8.	HOD Information Technology	Member	
9.	HOD Mechanical Engineering	Member	
10.	FE I/C	Member	
11.	Mr. Nadar Pravin Sivabalan VII /Elex	Member	
12.	Miss. Ansari Urufa Najeeb VII/Comp	Member	