



K.M.G. COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)

R.S.ROAD, AMMANANGKUPPAM, GUDIYATTAM – 635 803.

Approved by Govt.of Tamilnadu & Permanently Affiliated to Thiruvalluvar University

Recognized under section 2(f) and 12(B) of the UGC Act 1956

Accredited By NAAC with 'A' GRADE (CGPA of 3.24/4 - IInd Cycle)

PH: 04171- 227906, 227306,229206

Email: kmgcollege@gmail.com

website: www.kmgcollege.edu.in

Date: 05.06.2025

LIBRARY INFORMATION RESOURCE CENTRE

LIBRARY ADVISORY COMMITTEE 2025

Minutes Of Meeting

The Library Committee Meeting was conducted on 05.06.2025 at 11.00 AM in the Principal Chamber.

The meeting was convened and presided by the principal. The advisory committee members of the library were presented in the meeting.

The following resolutions were discussed:

1. All Department HOD's are requested to submit the list of books required for the Odd Semester 2025-2026. The list should be sent to the following e-mail ID,(Hard copy and soft copy) on or before 25.06.2025 without fail.(kmgcollegelibrary@gmail.com.)
2. It is mandatory for all the staff members and students to use the library for at least thirty (30) days before end of the semester, and Ensure E-Gate entry. (The number of daily users, including both staff and students, should be increased for the NACC purposes).
3. The library committee members are instructed to circulate the Daily E-Newspapers, E-Journals, and E-Magazines to their departments and ask the students to practice for their studies.
4. Staff members are requested to renew books once a month and return the book In case of major damage, the staff member must replace the book with the same title and author.
5. Staff and students are requested to access the E-resources in the Digital Library for at least 30 days of each semester (N-List login -INFLIBNET).
6. Students are strictly prohibited in the library during class hours without a permission letter from the staff concerned.
7. Class tutors are requested to report the long absentees list before the end of the semester and also requested to ensure the signature of the librarian in the no due before given the hall Ticket.
8. Mrs L.Sumi, Assistant professor, Dept of Artificial Intelligence suggested installing face recognition attendance system in the library
9. Mrs M.Aruna,Assistant professor, Dept of C.S. suggested to upload question bank in the college website, for the student beneficiary.



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CENTRAL LIBRARY AND INFORMATION RESOURCE CENTRE

MINUTES OF THE LIBRARY COMMITTEE MEETING

The Library Committee meeting was held on 05.06.2025 at 11.00 a.m in the principal chamber, KMG College of Arts and Science, Ammanangkuppam, Gudiyattam.

The following members are asked to attend the meeting.

S.No	Name of the Committee Members	Designation
1.	Dr.C.DHANDAPANI..	Principal-Chairman
2.	Mr. K.PARANTHAMAN.	Librarian
3.	Dr. J.JAYAKUMAR.	Head of Tamil , KMG College of Arts and Science.
4.	Dr. K.S.KARUNA.	Asst,Professor in Commerce , KMG College of Arts and Science.
5.	Dr. D.ASWINI	Asst,Professor in English , KMG College of Arts and Science.
6.	Dr.C.VENKATESAN	Asst,Professor in Biochemistry , KMG College of Arts and Science.
7.	Mrs.C.KAVITHA	Asst,Professor in Microbiology , KMG College of Arts and Science
8.	Mr.V.UMAMAGESHWARAN	Asst,Professor in Chemistry , KMG College of Arts and Science.
9.	Mrs. K.ARUNA.	Asst,Professor in Computer Science , KMG College of Arts and Science.
10.	Mr. G.VINOTH	Asst,Professor in Mathematics , KMG College of Arts and Science.
11.	Mrs.RAMAPRIYA.R..	Asst,Professor in Computer Applications , KMG College of Arts and Science.
12.	Mrs.SUMI.L.	Asst,Professor in Artificial Intelligence, KMG College of Arts and Science.
13.	Mr. S.BALU.	Asst,Professor in Buss Administration, KMG College of Arts and Science.
14.	Mr.PREMKUMAR.M..	Asst,Professor in Data science KMG College of Arts and Science.
15.	Mr.VISHNURAM.B	Asst,Professor in Commerce CA , KMG College of Arts and Science
16.	EXTERNAL MEMBER	Dr.K.Kumaresan , Librarian Puratchi Thalaivar DR MGR Govt Arts & Science College, Madhanoor, Vellore Dist.
17.	Students Representative (Science)	Tamilselvi.B Computer Science
18.	Students Representative (Arts)	Srinath.G, Commerce C.A.



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The Librarian welcomed all the committee members and presented the action taken report of the previous meeting held on 18.06.2024

S.No.	Suggestion	Action Taken
1	Every staff and student should access the library for a minimum of 30 days before the end of the semester.	A circular has been issued to all departments requesting the Heads to monitor and encourage regular library visits. Usage logs will be reviewed monthly.
2	Staff and students should access E-resources in the Digital Library through INFLIBNET – N-List login.	Awareness sessions were conducted department-wise to guide students and staff on accessing N-List resources. Instructions were displayed in the Digital Library.

The committee discussed the following items as follows:

- Mr. K.Paranthaman, Librarian pointed out his suggestions as
 - Every member of staff and students should access the library at least 30 days before the end of the semester.
 - Staff and students are asked to Access the E-resources in the Digital Library by using their login-N-List. (INFLIBNET).
 - Maintenance of library Attendance should be made compulsory for staff members.
 - Faculty members are requested to submit their Ph.D. Theses, M.Phil. Dissertations and own Publication of books and articles to the library.
 - Additional computers should be added to the library to make book transactions better and quicker.
 - Dr. C.Dhandapani, Principal, emphasized the importance of motivating students to use the library more effectively by giving references during classroom teaching and encouraging students to explore additional reading materials.
 - It was suggested that faculty members take the initiative to teach students basic library manners, including how to maintain silence, handle books carefully, and respect common space.
 - A point was raised that students should be strictly instructed to follow proper queues while borrowing or returning books to maintain discipline and reduce confusion during peak hours.
 - The committee highlighted the need for strengthening the digital library infrastructure and recommended increasing the number of systems to make digital resources more accessible to both students and faculty.
 - Mrs L.Sumi, Assistant Professor, Dept of Artificial Intelligence suggested installing a face recognition attendance system in the library
 - Mrs M.Aruna, Assistant Professor, Dept of C.S. suggested uploading question bank to the college website, for the student beneficiary.
- Vote of thanks was delivered by Mr.G.Vinoth, Asst Professor in the Mathematics department, KMG College of Arts and Science.



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CENTRAL LIBRARY AND INFORMATION RESOURCE CENTRE

MINUTES OF THE LIBRARY COMMITTEE MEETING PHOTOS



Gudiyatham, Tamil Nadu, India
Library Advisory committee KMG College of arts and science, Gudiyatham, Tamil Nadu 635803, India
Lat 12.939971° Long 78.901412°
05/06/2025 10:53 AM GMT +05:30



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Dr.C.DHANDAPANI.

Principal-Chairman

Signature of Internal Members

1. Mr. K.Paranthaman.
2. Dr. J.Jayakumar.
3. Dr. K.S.Karuna.
4. Dr. D.Aswini
5. Dr.C.Venkatesan
6. Mrs.C.Kavitha
7. Mr.V.Umamageshwaran
8. Mrs. K.Aruna.
9. Mr. G.Vinoth
- 10.Mrs.Ramapriya.R.
- 11.Mrs.Sumi.L.
- 12.Mr. S.Balu.
- 13.Mr.Premkumar.M.
- 14.Mr.Vishnuram.B

C. Jeyaraj
5/6/25

PRINCIPAL,
K.M.G. COLLEGE OF ARTS AND SCIENCE
(AUTONOMOUS),
GUDIYATTAM, VELLORE DISTRICT - 635 803

R. Thevaraj
S. Sankar
K.S. Karuna
D. Aswini
C. Venkatesan
C. Kavitha
V. Umamageshwaran
K. Aruna
G. Vinoth
R. Ramapriya
S. Sumi
S. Balu
M. Premkumar
B. Vishnuram

Signature of the External Member

Dr.K.Kumaresan, Librarian

Signature of the Students Representative

Tamilselvi.B

Srinath.G

Tamilselvi
G. Srinath