

TECNIA INSTITUTE OF ADVANCED STUDIES**LIBRARY**

Date: 07/10/2021

ACTION TAKEN REPORT

Agenda-1 Members reviewed previous ATR

Agenda-2 Renewal of J-Gate (Cheque No.000521, Dt.23.12.2020, Receipt No.1403) for the year 2021

Agenda-3 Library upgrade with latest computer systems for digital library

Agenda-4 Arranged Big Reading table for faculty members

Agenda-5 Requirement sent to IT head to purchase Xerox machine for library

Agenda-6 Newspaper and magazines are not procured due to Covid but online newspapers and magazines provides to users via WhatsApp group (Information, Knowledge at your Door Step)

Agenda- Miscellaneous issues of library like requirement of Library Assistants/Asstt. Librarians for smooth running of library, inform to HR for the same.


07/10/2021

Dr Anil K Jharotia
Member Secretary-LDC



Agenda no. 7- Miscellaneous

All members discussed regarding books for coming semester. Members' recommendation books as per norms for third Semester of BBA and BCA because both are new intake. Dr Vishal Khatri, HoD of BCA has recommendation for BCA books for third semester. BBA syllabus has been changed so required BBA books as per syllabus. The Committee members discussed that if the institute is running more than 15 years then no need to buy books as per AICTE norms. Print journals of BCA recommended for renewal.

Minutes prepared by

Anil K. Jharotia
13/10/20

Anil K. Jharotia
Member Secretary-LDC



Minutes approved by

Dr. Sandeep Kumar – Head LDC

Sandeep Kumar

Dr Leena Jeunefa, IQAC-Head

Leena Jeunefa

Dr. Vishal Khatri, HoD- BCA/MCA – Member

Vishal Khatri

Dr Ajay Kumar Singh-BA(JMC) - Member

Ajay Kumar Singh