

# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

Kandlakoya (V), Medchal Road, Hyderabad-501 401

Tel.: 08418-224988/225199/329342

Fax: 08414-224988

CMRCET/PRIN/LIB/AY 2015-16/01

Date: 06/04/2015

## OFFICE ORDER

The Library Committee is set up with the following members to maintain library as the knowledge hub of the institution.

### Library Committee:

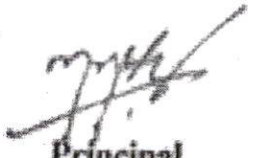
S. No.	Name	Designation	Position
1	Dr. M. Ramalinga Reddy	Principal	Chairman
2	Mr. Ch. Nagabhushanam	Librarian	Coordinator
3	Mr. SK. S. Hassan	Assistant Professor	Member
4	Mrs. T. Pusha Deepthi	Assistant Professor	Member
5	Mr. T. Sridhar	Assistant Professor	Member
6	Mr. K. Ravi Kiran	Assistant Professor	Member
7	Ms. I. Hari Priya	Assistant Professor	Member
8	Mr. R. Madhu	Assistant Professor	Member
9	Mrs. T. Sharanya	Assistant Professor	Member

### **Functions:**

- To coordinate the purchase of books, journals and magazines.
- To finalize the requirements for e-learning such as e-books, video lectures, On-line journals i.e. IEEE, ASME, DELNET etc.
- To lay down the procedure for recommending the books for purchase.
- To periodically review subscription of journals and magazines.
- To ascertain the availability of required number of prescribed and reference books.

  
PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.

- To monitor the usage of internet facility in digital library and provide sufficient Bandwidth.
- To monitor the arrangement of racks and cleanliness of library space.

  
Principal  
**Dr. M. Ramalinga Reddy**  
M.E., Ph.D., FIE (I)  
PRINCIPAL  
CMR College of Engineering & Technology  
Kandlakoya (V), Medchal Road, Hyderabad-501 401

Copy Submitted to: (1) Secretary Garu: For your kind information please.

Copy to:

- (1) IQAC Coordinator
- (2) Deans
- (3) Examinations
- (4) All HODS
- (5) Administrative Officer
- (6) Accounts Officer
- (7) Training & Placement
- (8) Physical Director
- (9) Librarian
- (10) Faculty through e-mail.

  
PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.

# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

Kandlakoya (V), Medchal Road, Hyderabad-501 401  
Tel.: 08418-224988/225199/329342 Fax: 08414-224988

CMRCET/PRIN/LIB/AY 2015-16 CIR/01

Date: 10.APRIL. 2015


## LIBRARY DEPARTMENT

Sub: - Library Committee meeting – Regarding.

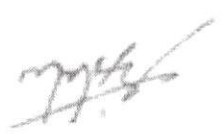
A meeting is planned to be held on 11<sup>th</sup> April 2015 at 03:00 P.M. in the Conference Hall. All the library committee members are requested to make it convenient to attend the meeting.

### AGENDA

- 01) Books Procurement for even semester.
- 02) Arrangement of Books Exhibition.
- 03) Identification/selection of Journals for the courses/Variation in intake & Print Journals subscription renewal for the calendar year 2015.
- 04) Online resources subscription & renewal for the year 2015.

  
PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.

05) Internet Bandwidth should be increased in Digital Library.


  
Dr. M. Ramalinga Reddy  
M.E., P.H.D., P.E. (I)  
PRINCIPAL  
CMR College of Engineering & Technology  
Kandlakoya (V), Medchal Road, Hyderabad-501401

(Dr. M. RAMALINGA REDDY)

Chairman – Library Committee

Copy to:

- 1) Secretary and Correspondent.
- 2) Deans.
- 3) IQAC.
- 4) All Heads and Members.
- 5) Librarian.
- 6) All Library Committee Members.

  
PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.

# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

Kandlakoya (V), Medchal Road, Hyderabad-501 401  
Tel.: 08418-224988/225199/329342 Fax: 08414-224988

CMRCET/PRIN/LIB/AY 2015-16 CIR/02

Date: 11.April. 2015

## MINUTES OF THE LIBRARY COMMITTEE MEETING

Date: 11. April. 2015

Time: 03:00 P.M.

Venue: Conference Hall

The meeting of the library committee was held on 11<sup>th</sup> April 2015 at 03:00 P.M. in the Conference Hall under the chairmanship of Dr. M. Ramalinga Reddy, Chairman Library Committee.

### AGENDA

- 06) Books procurement for even semester.
- 07) Arrangement of Books Exhibition.
- 08) On - line resources subscription & renewal for the year 2015.
- 09) Internet Bandwidth should be increased in Digital Library.
- 10) Identification/Selection of Journals for the courses/Variation in intake & Print Journals subscription renewal for the calendar year 2015.

### Library Committee:

S.No.	Name	Designation	Position
1	Dr.M. Ramalinga Reddy	Principal	Chairman
2	Mr. Ch. Nagabhushanam	Librarian	Coordinator
3	Mr. SK. S. Hassan	Assistant Professor	Member
4	Mrs. T. Pusha Deepthi	Assistant Professor	Member
5	Mr. T. Sridhar	Assistant Professor	Member
6	Mr. K. Ravi Kiran	Assistant Professor	Member
7	Mr. I. Hari Priya	Assistant Professor	Member
8	Mr. R. Madhu	Assistant Professor	Member
9	Mrs. T. Sharanya	Assistant Professor	Member

PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.

## RESOLUTIONS

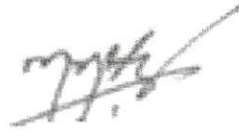
Chairman Library Committee has welcomed all the members.

Before commencement of the meeting, the committee members visited all library sections and expressed their satisfaction about the maintenance and usage of the library by users.

- 01) **Books Procurement for even Semester:** Committee members discussed to strengthen library books collection. They agreed to procure books for the courses where additional intake was sanctioned. Librarian was advised to procure these books with the existing supplier.
- 02) **Identification/Section of Journals for the Variation in intake & Print Journals subscription renewal for the calendar year 2015**
- 03) **Arrangement of Books Exhibition:** Committee members informed to the librarian to conduct books exhibition in the college. Librarian will contact various publishers to display their new titles in the engineering & Management areas. So, faculty can recommend & Select the useful books to the library.
- 04) **On - line resources subscription & renewal for the year 2015:** Committee members agreed to renew of subscription for online journals IEEE, ASCE, J-GATE, SCIENCE DIRECT, and DELNET.
- 05) **Internet Bandwidth should be increased in Digital Library:** Committee members considered the users request to increase the bandwidth in the digital library.

  
PRINCIPAL  
CMR COLLEGE OF ENGG & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.


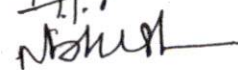

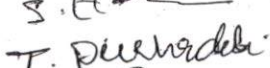
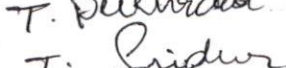


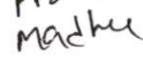

As no other points to discuss, the meeting came to an end at 03:45 P.M.  
(Duration 0.45 Minutes).




**Dr. M. Ramalinga Reddy**  
M.E., Ph.D., FIE (I)  
PRINCIPAL  
CMR College of Engineering & Technology  
Kandlakoya (V), Medchal Road, Hyderabad-501 401

**Chairman – Library Committee**

**SINGATURES OF THE MEMBERS**

- |                            |   |  |
|----------------------------|---|--|
| 01) Dr. M. Ramalinga Reddy | - |   |
| 02) Mr. Ch. Nagabhusanam   | - |   |
| 03) Mr. SK. S. Hassan      | - |   |
| 04) Mrs. T. Pusha Deepthi  | - |  |
| 05) Mr. T. Sridhar         | - |  |
| 06) Mr. K. Ravi Kiran      | - |   |
| 07) Ms. I. Hari Priya      | - |   |
| 08) Mr. R. Madhu           | - |   |
| 09) Mrs. T. Sharanya       | - |   |

  
PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.

Copy to:

- 1) Secretary and Correspondent.
- 2) Deans.
- 3) IQAC.
- 4) All Heads and Members.