



CMR COLLEGE OF ENGINEERING & TECHNOLOGY
UGC Autonomous Institution with NAAC Accreditation (A-Grade)
Approved by AICTE permanently Affiliated to JNTUH *NBA Accreditation
Kandlakoya (V), Medchal Road, Hyderabad-501 401

CMRCET/PRIN/LIB/AY 2016-17/01

Date: 11/04/2016

OFFICE ORDER

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

Library Committee:

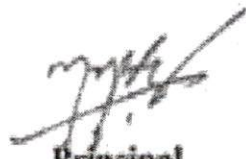
S. No.	Name	Designation	Position
1	Dr. M. Ramalinga Reddy	Principal	Chairman
2	Dr. M. Suresh Babu	Librarian	Coordinator
3	Mr. Ch. Sankar Rao	Associate Professor	Member
4	Mr. H. Shiva Naik	Assistant Professor	Member
5	Mr. T. Sridhar	Assistant Professor	Member
6	Mr. K. Ravi Kiran	Assistant Professor	Member
7	Ms. I. Hari Priya	Assistant Professor	Member
8	Mrs. I. Mary Latha	Assistant Professor	Member
9	Mr. N.Rajender Reddy	Assistant Professor	Member

Roles & Responsibilities:

- To ascertain the availability of required number of prescribed and reference books.
- To monitor the usage of internet facility in digital library and provide sufficient Bandwidth.
- To periodically review subscription of journals and magazines.
- 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, SPRINGER, DELNET etc.

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- To finalize the requirements for e-learning such as e-books, video lectures, On-line journals i.e. IEEE, ASME, SPRINGER, DELNET etc.
- To monitor the arrangement of racks and cleanliness of library space.
- To give up the procedure for recommending the books for purchase.


Principal
Dr. M. Ramalinga Reddy
M.E., P.H.D., FIE (I)
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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


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CMRCET/PRIN/LIB/AY 2016-17 CIR/01

Date: 14.April. 2016

LIBRARY DEPARTMENT

Sub: - Library Committee meeting - Regarding.

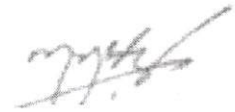
A meeting is planned to be held on 15th April 2016 at 03:00 P.M. in the Conference Hall. All the library committee members are requested to make it convenient to attend the meeting.

AGENDA

- 01) Arrangement of Books Exhibition.
- 02) Internet Bandwidth should be increased in Digital Library.
- 03) Identification/selection of Journals for the courses/Variation in intake & Print Journals subscription renewal for the calendar year 2016.
- 04) Books Procurement for even semester.


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05) Online resources subscription & renewal for the year 2016.



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

(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.



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CMRCET/PRIN/LIB/AY 2016-17 CIR/02

Date: 15. April. 2016

MINUTES OF THE LIBRARY COMMITTEE MEETING

Date: 15. April. 2016

Time: 03:00 P.M.

Venue: Conference Hall

The meeting of the library committee was held on 15th April 2016 at 03:00 P.M. in the Conference Hall under the chairmanship of Dr. M. Ramalinga Reddy, Chairman Library Committee.

AGENDA

- 01) Arrangement of Books Exhibition.
- 02) Internet Bandwidth should be increased in Digital Library.
- 03) Identification/Selection of Journals for the courses/Variation in intake & Print Journals subscription renewal for the calendar year 2016.
- 04) Books procurement for even semester.
- 05) On - line resources subscription & renewal for the year 2016.

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Library Committee:

S.No.	Name	Designation	Position
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2	Dr. M. Suresh Babu	Librarian	Coordinator
3	Mr. Ch. Sankar Rao	Associate Professor	Member
4	Mr. H.Shiva Naik	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	Mrs. I. Mary Latha	Assistant Professor	Member
9	Mr.N.Rajender Reddy	Assistant Professor	Member

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) **Internet Bandwidth should be increased in Digital Library:** Committee members considered the users request to increase the bandwidth in the digital library.
- 02) **On - line resources subscription & renewal for the year 2016:** Committee members agreed to renew of subscription for online journals IEEE, ASCE, J-GATE, SCIENCE DIRECT, and DELNET.
- 03) **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.
- 04) **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.
- 05) **Identification/Section of Journals for the Variation in intake & Print Journals subscription renewal for the calendar year 2016.**



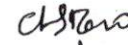
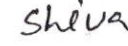



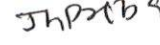


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As no other points to discuss, the meeting came to an end at 03:45 P.M.
(Duration 0.45 Minutes).


Dr. M. Ramalinga Reddy
M.E., Ph.D., FIE (I)
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Chairman – Library Committee

SINGATURES OF THE MEMBERS

01) Dr. M. Ramalinga Reddy	- 
02) Dr. M. Suresh Babu	- 
03) Mr. Ch. Sankar Rao	- 
04) Mr. H. Shiva Naik	- 
05) Mr. T. Sridhar	- 
06) Mr. K. Ravi Kiran	- 
07) Ms. I. Hari Priya	- 
08) Mrs. I. Mary Latha	- 
09) Mr. N. Rajender Reddy	- 

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