


**SAO CHANG COLLEGE, TUENSANG, NAGALAND
LIBRARY ADVISORY BOARD**

**ANNUAL REPORT OF LIBRARY ADVISORY BOARD DURING THE PERIOD JUNE
2022 TO MAY 2023**

SL.NO.	PLAN OF ACTION	ACTION TAKEN REPORT
1	To fully automate the functioning and maintenance of the library system	College Library is fully automated using Koha software
2	To digitize the pass years question papers and upload the same to the college website for easy retrieval and access	Pass years question papers were scanned and uploaded in the college website
3	To celebrate National Library week on 14 th – 20 th November	Could not conduct because of semester examination
4	To conduct awareness program about library	Could not conduct due to shortage of manpower
5	To add more number of CBCS books.	Books were added for all departments from Amazon and Modern Book Depot. Utilized a sum of Rs. 3,70,172 for procurement.
6	To frame library policies related to the function and maintenance of the library.	Library policies were framed on 31-8-22 with Mr. Akyuba Sangtam as the convener and Mr. Mudang Khamniungan, Ms. Vidila Jings and Mr. Mantok Konyak as a member.

Future plan of action for the year 2023-2024

1. Renewal of College journal and e-journal (N-List)
2. To conduct library internal audit
3. To add more number of books
4. To add one laptop for library use
5. Reading room divider to be remove and install more number of light bulbs and switch boxes
6. To subscribe one national and one regional e-newspaper.
7. To construct toilet for the library use


Member Secretary
Library Advisory Board
Sao Chang College