

SAO CHANG COLLEGE
LIBRARY ADVISORY BOARD MEETING AGENDAS

Notice

Date: 2/09/2022

This is to inform all the members that there shall be Library Advisory Board meeting at 1:30 P.M the 6th of September, 2022. Therefore, all members are requested to attend the meeting positively.

Meeting Agendas:

1. Renovation of multipurpose hall.
2. Dismantle room divider in library reading room.
3. To celebrate National Library Week.
4. To procure books.
5. To procure Computer, table and vacuum cleaner.
6. Institute Student and Teacher Award.
7. Any other.



(Mantok Konyak)

Librarian

Member secretary

Library Advisory Board

**SAO CHANG COLLEGE
LIBRARY ADVISORY BOARD MEETING**

Date: 06-09-2022

Time: 1:30 P.M.

Meeting minutes:

The meeting was called to discuss certain issues pertaining to the College Library. Following points/agendas were adopted:

1. Librarian welcomed all the members and highlighted the action taken report of the previous meeting.
2. A sum of Rs. 1,00,000/- (One lakh) shall be sanctioned towards renovation of the College Multipurpose Hall which shall be forwarded to the planning committee.
3. Members resolved that the partition (room divider) in the library reading room shall be dismantled so as to make the room more spacious and convenient.
4. National Library week shall be observed and in this matter the Librarian was instructed to fix tentative date as well as to supervise the occasion.
5. A sum of Rs. 20,000/- each shall be sanctioned to all departments under Science Stream out of which a certain amount shall be allotted for upgrading Lab equipments in all departments respectively.
6. All arts departments shall be sanctioned a sum of Rs. 30,000/- each for procuring books for the library. Last date for submission of relevant list of books shall be 15th September 2022 for both Arts and Science streams.
7. The house decided to procure 1(one) desktop for the College Library. Additionally 1 (one) table and 1 (one) Vacuum cleaner shall also be purchased.
8. As an initiative to encourage both teachers and students to visit the library regularly, the members decided to institute student and teacher award (under separate category), which shall be bestowed to 1 (one) teacher and 1 (one) student each who most frequented the library during 1(one) semester. Relevant books and Certificate shall be awarded.
9. The members resolved to revoke the resolution which was earlier discussed wherein a certain amount of money collected from Library development fee was proposed to be kept on fixed deposit.

RECORDED BY



(Mantok Konyak)

Member Secretary,
Library Advisory Board

SAO CHANG COLLEGE
LIBRARY ADVISORY BOARD MEETING

Action taken report:

1. A sum of Rs. 1,00,000/- (One lakh) was sanctioned towards renovation of the College Multipurpose Hall.
2. Room divider in the library reading room was dismantled.
3. A sum of Rs. 15,000/- each sanctioned to all science departments.
4. Books were bought for all the departments.
5. One computer and table were purchased.
6. Student Award was awarded to Mr. Tanghiu of B.A 4th Semester.


(Mantok Konyak)
Librarian
Member secretary
Library Advisory Board