

## Minutes of the meeting - Library committee

13-10-2023

### Members present

1. Dr Harvey Thomas : Chairperson
2. Dr Amal E A : Administrative officer
3. Dr Sajil John : Coordinator
4. Dr Vishnu Thomas
5. Dr Stacey Thomas
6. Dr Diana Kuriachan
7. Mr Jestine Antony
8. Ms Aparna K V

### Member absent

1. Dr Abhilash Mathews Thomas

### Agenda

Renewal of subscription of newspaper

### Minutes of the meeting

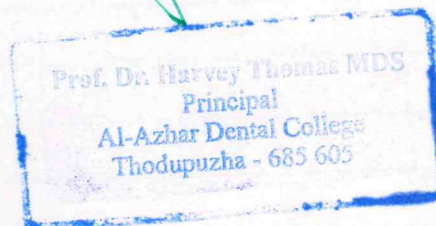
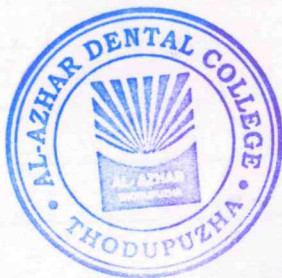
The meeting of the committee was called to order on 13-05-2023 at 11 am at the Conference room. It was presided by the Principal Dr Harvey Thomas.

Dr Vishnu Thomas reminded the committee about the subscription of newspapers which had stopped during the pandemic. Dr Sajil John told the Librarian to make necessary arrangements for the renewal of subscription of one regional language and one English newspaper.

Mr Jestine Antony informed the committee about the reluctance of students in using the library due to the extreme hot and humid weather conditions. It was decided to keep the matter for discussion with the Principal and management about installing air conditioners in the central library. The meeting adjourned at 12:00 pm after tea and refreshments.

### Action taken from previous meeting

It was seen to it that all the concerns discussed in the previous meeting were taken care of smoothly including renewal of online resource (EBSCO).



13/10/23

**Minutes of the meeting - Library committee**

**Members present**

30-01-2024

1. Dr Harvey Thomas : Chairperson
2. Dr Amal E A : Administrative officer
3. Dr Sajil John : Coordinator
4. Dr Stacey Thomas
5. Dr Diana Kuriachan
6. Mr Jestine Antony
7. Ms Aparna K V

**Members Absent**

1. Dr Vishnu Thomas
2. Dr Abhilash Mathews Thomas

**Agenda**

To take a decision regarding imposing fine to students who misplace their library books.

**Minutes of the meeting**

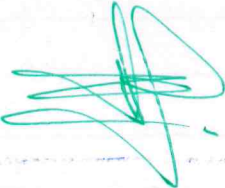
The meeting of the committee was called to order on 30-01-2024 at 11 am at the Principal's office. It was presided by Principal Dr Harvey Thomas.

Dr Sajil John proposed to impose a fine to students who were found to have misplaced their library books. The other members approved of this and a nominal amount was decided to be imposed as fine as per the suggestion of Dr Harvey Thomas. The librarian was asked to give a detailed list of the defaulters and to intimate them to return the issued books at the earliest.

**Action taken from previous meeting**

- It was decided to install air conditioning in the central library after approval from the management. It was also seen to it that all the decisions take in the previous meeting was implemented smoothly.

The meeting adjourned at 12:00 pm.

  
Prof. Dr. Harvey Thomas MDS  
Principal  
Al-Azhar Dental College  
Thodupuzha - 685 605

