



**SHADAN WOMEN'S COLLEGE OF ENGINEERING AND TECHNOLOGY,  
KHAIRATABAD, HYDERABAD-500004.**

**AY: 2018-2019**

**Date: 02.04.2018**

**CIRCULAR**

The Library committee meeting is going to be held on 09.04.2018 (Monday) in library at 10.30 a.m. Hence all the library committee members are requested to attend the meeting.

**Agenda:**

1. Requirement of books for AY 2018-2019.
2. IEEE institution membership.
3. Renewal of journals and magazines subscription.
4. Any other items to be discussed.



Copy to:

1. The Principal
2. IQAC
3. Library File
4. All Members of Library Committee

**Principal**

**PRINCIPAL**  
**Shadan Women's College of**  
**Engineering & Technology**  
**Khairatabad, Hyderabad - 4,**  
**T.S. India.**



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**Date:** 12.04.2018

**Minutes of Library Advisory Committee Meeting**

**Sub.:** Minutes of the library advisory committee meeting for the year 2018-2019.

The library advisory committee meeting conducted on 09.04.2018 at 10.30 a.m. is as follows.

The meeting was presided over by Librarian and committee members and the following points are discussed:

1. The committee members are asked librarian to update the journals and magazine as per latest technologies.
2. Students are requested to collect previous year question papers for prepare the final semester preparation.
3. Students are requested to college IEEE membership for refer the research papers.



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SWCET – Library Committee Members

The following members were presented:

Date: 12.04.2018

S.No.	Name	Designation	Signature
1	Dr.Subbaraj	Principal	
2	Mrs.HimaBindu	Librarian	
3	Ms.Rahmath Fatima	Assistant Professor / CSE	
4	Ms. Hurna Mehnoor	Assistant Professor / IT	
5	Ms. Mahabub Shaik Mohamad	Assistant Professor / ECE	
6	Ms.Meraj Fatima	Assistant Professor / EEE	
7	Ms. Arshiya Sultana	Assistant Professor / H&S	
8	Ms.Asma Wahida	Assistant Professor / MBA	
9	Ms.Syed Fiza	Student Member / CSE	
10	Ms.Chilumula Shivani	Student Member / IT	
11	Ms.Nazmeen Begum	Student Member / ECE	
12	Ms.Sameera Khan	Student Member / MBA	

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**Action Taken Report:**

1. Librarian updated the resources of e-journals and e-books.
2. Old question paper section has arranged as per students request.
3. Librarian summited request to the principal that college membership in IEEE.

**Principal**  
PRINCIPAL

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