



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

AY: 2019-2020

Date: 02.04.2019

CIRCULAR

The Library committee meeting is going to be held on 08.04.2019 (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 2019-2020.
2. Renewal of journals and magazines subscription.
3. General magazines of women's empowerment.
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.**



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

Date: 09.04.2019

Minutes of Library Advisory Committee Meeting

Sub.: Minutes of the library advisory committee meeting for the year 2019-2020.

The library advisory committee meeting conducted on 04.04.2019 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. Committee members suggested keeping in library that, the general magazine related with women's empowerment.
2. Committee members recommend to librarian updating and installing extra features in automation software.
3. Students are given list of technical books to purchase and keeping in reference section.
4. Members are recommended to librarian more technical related magazines in library and department library too.



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

SWCET – Library Committee Members


The following members were presented:

Date: 09.04.2019

S.No.	Name	Designation	Signature
1	Dr.C.Suresh Kumar	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.Simran Bano	Student Member / CSE	
10	Ms.Sana Sayeed Mohammed	Student Member / IT	
11	Ms.Khatija Farheen	Student Member / ECE	
12	Ms.Pilli Shirisha	Student Member / EEE	
13	Ms.Saba Tabassum	Student Member / MBA	

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.



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

Action Taken Report:

1. Kept women empowerment general magazines in library reference section.
2. Updated the automation software up to date.
3. Prepared quotation for technical books purchase and submitted to the principal.
4. Purchase of technical magazine initiated.

Principal

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