



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

AY: 2019-2020

Date: 01.10.2019

CIRCULAR

The Library committee meeting is going to be held on 08.10.2019 (Tuesday) 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. Library circular.
3. 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: 09.10.2019

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 08.10.2019 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. The students are requested to establishment of PG library as per institution norms.
2. Students are suggested to keep various e-journals to refer their seminar and research work.
3. Members are given suggestion to purchase of technical books in online.
4. Display all the notices and circulars sent by library department on all the department notice board.
5. All the members appreciated the previous committee effects and the cooperation of the library staff members.



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SWCET – Library Committee Members

The following members were presented:

Date: 09.10.2019

S.No.	Name	Designation	Signature
1	Dr.C.Suresh Kumar	Principal	
2	Mrs.HimaBindu	Librarian	CHB
3	Ms.Rahmath Fatima	Assistant Professor / CSE	Pelmath
4	Ms. Hurna Mehnoor	Assistant Professor / IT	
5	Ms. Mahabub Shaik Mohamad	Assistant Professor / ECE	Moh
6	Ms.Meraj Fatima	Assistant Professor / EEE	Meraj
7	Ms. Arshiya Sultana	Assistant Professor / H&S	
8	Ms.Asma Wahida	Assistant Professor / MBA	Asma
9	Ms.Simran Bano	Student Member / CSE	Bano
10	Ms.Sana Sayeed Mohammed	Student Member / IT	Sana Sayeed
11	Ms.Khatija Farheen	Student Member / ECE	Farheen
12	Ms.Pilli Shirisha	Student Member / EEE	P. Shirisha
13	Ms.Saba Tabassum	Student Member / MBA	Saba

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Action Taken Report:

1. The PG library is established in 6th floor as per students concern.
2. The e-journals and technical books related research works are done.
3. Library meeting minutes and circulars sent to the concern department heads.

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