

## MINUTES OF THE LIBRARY COMMITTEE MEETING

**DATE: 16/12/2025**

### MEMBERS PRESENT DURING THE MEETING

The Library Committee meeting was held in the presence of the Convener – Library Committee and the Librarian on 16th December 2025 at 11:00 a.m. in the Dean's Office. The following members were present during the meeting:

S. No.	Name of the Committee members with Department & Designation	Composition
1	Dr. Meenkashi N , Professor & Head, Respiratory medicine, CHRI / Dean i/c	Convener
2	Dr. R. Arumugam, Librarian, CARE	Member
3	Dr. Karpagavel, Professor, Dept. of Biochemistry, CHRI	Member
4	Dr. Saravanan R, Principal (i/c), Faculty of AHS – CHRI, Faculty of AHS – CHRI	Member
5	Ar. K. Priyanka, Asst. Professor, Chettinad School of Architecture	Member
6	Dr. Gayathri K C, Dean i/c. Chettinad School of Physiotherapy	Member
7	Mr.Edwin Arun A, AGM, Purchase Department, CARE	Member
8	Dr. Lakshmi, Dean, Chettinad School of Pharmaceutical Sciences	Member
9	Dr. Devi Prabha A , Dean i/c. - Chettinad School of Law	Member
10	Dr.Pankaj Kumar HoD – Chettinad School of Occupational Therapy	Member
11	Dr. S.Subbulakshmi, Principal – Chettinad College of Nursing	Member
12	Mr. Sanjay Shankarr S, MBBS Student- CHRI	Member
13	Ms. Candita, B.Sc Medical Genetics Student- AHS	Member
14	Mr. Dhaswanth, B.Sc., Nursing Student, Chettinad College of Nursing.	Member

The Library Committee meeting commenced with a welcome address by the Convener of the Library Committee.

1. The minutes of the previous meeting were reviewed and approved.
2. The Committee discussed the purchase of books to fulfill Pharmacy Council of India (PCI) norms and to meet the academic requirements of Pharm.D and M. Pharm courses.



3. It was discussed and resolved to subscribe to printed journals- 2026 for the Medical, Law, and Architecture departments in order to fulfill the respective statutory council norms.
4. The procurement of latest edition books for all clinical and specialty departments was discussed. Priority will be given to departments based on budget availability, upcoming inspections, and newly introduced departments.
5. The Committee discussed the subscription of online Law databases for the year 2026.
6. The introduction of "Best Library User Awards" from the current academic year was approved. Award will be given for <sup>one</sup> ~~all~~ department for motivation and effective utilization of library services.
7. The Committee approved conducting library orientation programs including, workshops, competitions, and Library Week activities to create awareness about library services and to encourage regular and effective utilization of library resources.
8. The Committee approved appointing one student representative from each year of the MBBS programme to co-ordinate and to communicate information on new arrivals, library dues, availability of journals and magazines, remote access to e-resources, and university and other competitive examination question papers to their respective classes for awareness and optimal use of library resources.
9. A proposal was made to conduct 5–10 minutes of yoga sessions every morning for students and faculty to promote physical and mental well-being and help them stay refreshed throughout the day.
10. The meeting ended with vote of thanks.

*N. Meenakshi*

**(Prof. Dr. N. Meenakshi)**

**Dean i/c. & HoD- Department of Respiratory Medicine**

**Convener – Library Committee,**

**CC:**

The Vice-chancellor,

The Registrar,

The Dean, CHRI,

The Principal Allied Health Sciences,

The Principal CCN,

Deans of School of Law, Architecture, Pharmacy, Physiotherapy & Occupational Therapy.

All Committee members.