



GLOBAL
INSTITUTE OF
TECHNOLOGY

CIRCULAR

Date 23/01/2023

Subject: 22nd Meeting of Library Committee

Mode of Meeting: Offline

This is to inform that 22nd meeting of the Library Committee has been scheduled on 28/01/2023 at 2:30 P.M. in Board Room, GIT.

All the Members are requested to attend the meeting.

The purpose of this meeting is to discuss on discussion on below mention agenda.

Agenda Particulars

Agenda 1: Confirmation of Minutes of the Meeting held on 09th Aug 2022.

Agenda 2: Preparation for NAAC/NBA documentation.

Agenda 3: Anti-ragging awareness signage inside library.

Agenda 4: Nomination of new member in the committee.

Agenda 5: Any other point to discuss with permission of chair.



Dr. Sajay Bansal
Coordinator

Copy to:

1. Principal
2. IQAC
3. Library Committee Members



**GLOBAL
INSTITUTE OF
TECHNOLOGY**

MINUTES OF MEETING OF LIBRARY COMMITTEE

Minutes of Meeting of Library Committee

Date : 28/01/2023

Venue: Board Room, GIT

Meeting Number : 22nd

The meeting was attended by following members on 28/01/2023

Sr. No.	Name	Designation
1.	Dr. Sanjay Bansal	Coordinator
2.	Mrs. Sushila Mahla	Member
3.	Dr. Rajpal Kushwaha	Member
4.	Mr. Ravi Hada	Member
5.	Mr. Vinod Sharma	Member
6.	Mr. Sitaram Raigar	Member
7.	Mr. Naveen Jha	Member
8.	Mr. Tapan Nahar	Member
9.	Mr. Mithesh Sharma	Student Representative

Welcome Note:

Dr. Sajay Bansal initiated the 22nd Library Committee meeting, warmly welcomed all the participants. He expressed gratitude for their presence and highlighted the significance of the discussions ahead. He further presented the agenda for this meeting.

S. No.	AGENDA	DISCUSSIONS
1.	Confirmation of Minutes of the Meeting held on 09 th Aug 2022.	The members confirmed the Minutes of the Meeting held on 09 th Aug 2022 and supplied the Action Taken Report to all Committee Members.
2.	Preparation for NAAC/NBA documentation.	Proper documentation for library activities needed for upcoming NAAC/NBA.
3.	Anti-ragging awareness signage inside library.	Anti-ragging posters were recommended for display at the entrance.
4.	Nomination of new member in the committee.	Mrs. Sushila Mahla was nominated as new member in the committee.
5.	Any other point to discuss with permission of chair.	No other point to discuss.

Meeting Adjournment:

Dr. Sajay Bansal, expressed gratitude to all members for their participation and commitment. He emphasized the importance of collaboration in achieving the committee's goals and officially adjourned the meeting with thanks to everyone for their time and efforts.

**Dr. Sajay Bansal
Coordinator**



ATTENDANCE

The meeting was attended by following members on 28/01/2023

Sr. No.	Name	Designation	Signature
1.	Dr. Sanjay Bansal	Coordinator	
2.	Mrs. Sushila Mahla	Member	
3.	Dr. Rajpal Kushwaha	Member	
4.	Mr. Ravi Hada	Member	
5.	Mr. Vinod Sharma	Member	
6.	Mr. Sitaram Raigar	Member	
7.	Mr. Naveen Jha	Member	
8.	Mr. Tapan Nahar	Member	
9.	Mr. Mithesh Sharma	Student Representative	



ACTION TAKEN REPORT

Major action taken report of 22nd Meeting of Library Committee held on 28/01/2023

Sr. No.	AGENDA	ACTION TAKEN
1.	Confirmation of Minutes of the Meeting held on 09th Aug 2022.	The members of the committee conferred the Action Taken Report and Minutes of the Meeting of the last Meeting.
2.	Preparation for NAAC/NBA documentation.	NBA/NAAC documentation initiated.
3.	Anti-ragging awareness signage inside library.	Anti-ragging posters displayed.
4.	Nomination of new member in the committee.	Mrs. Sushila Mahla joined the committee as new member.