

**OFFICE OF THE PRINCIPAL: SONAPUR COLLEGE: SONAPUR**  
**LIBRARY ADVISORY COMMITTEE MEETING**  
**NOTICE**

This is for the information of all the members that a meeting of the Library Advisory Committee is being called on 30<sup>th</sup> May, 2016 at 12.15 PM to discuss on some important matters as detailed below.

Therefore, all the members of the committee are hereby requested to attend the meeting positively.

**Agenda:**

1. Placing of the Proceeding of the last LAC Meeting
2. Report of the Librarian on the activities of the Library
3. Discussion on the maintenance of the SOUL Software including registering of new books
4. Discussion on maintenance of security against loss of library properties
5. Discussion on proper issue and receipt record maintenance
6. Details about the books, journals, periodicals including new purchase and renewal of subscriptions
7. Discussion on E-Library and Digital Library
8. Discussion on maintenance of discipline and punctuality in the library
9. Discussion on future projects and agenda for betterment

Date: 26/05/2016

(Principal)

**Members to be present:**

**Signatures**

President: Dr. D. Khanikor, Principal

Convener: Ms. Archana Sarma, Librarian

Members: Dr. Bipul Borah, Vice Principal

Dr. Biman Patowary, Co-ordinator, IQAC

Dr. Prasanta Saikia

Dr. Nizara Hazarika

Dr. Bobby Das

Ms. Doli Thakuria

**N.B.: The Librarian is requested to keep the Report and other things ready according to the Agenda of the meeting**

**OFFICE OF THE PRINCIPAL: SONAPUR COLLEGE: SONAPUR**  
**LIBRARY ADVISORY COMMITTEE MEETING**  
**NOTICE**

This is for the information of all the members that a meeting of the Library Advisory Committee is being called on 23<sup>rd</sup> March, 2019 at 12.15 PM to discuss on some important matters as detailed below.

Therefore, all the members of the committee are hereby requested to attend the meeting positively.

**Agenda:**

1. Placing of the Proceeding of the last LAC Meeting
2. Report of the Librarian on the activities of the Library
3. Discussion on the progress of work for updating the SOUL Software, E-Library and Digital Library
4. Discussion on maintenance of library properties
5. Up to date information about the books, journals, periodicals including new purchase and renewal of subscriptions
6. Purchase of books and related matters
7. Discussion on maintenance of discipline and punctuality in the library
8. Discussion on shifting of the library, future projects and agenda for betterment

Date: 15/03/2019

(Principal)

**Members to be present:**

**Signatures**

President: Dr. D. Khanikor, Principal

Convener: Ms. Archana Sarma, Librarian

Members: Dr. Bipul Borah, Vice Principal

Dr. Biman Patowary, Co-ordinator, IQAC

Dr. Prasanta Saikia

Dr. Nizara Hazarika

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Ms. Doli Thakuria

**N.B.: The Librarian is requested to keep the Report and other things ready according to the Agenda of the meeting**