



Amrita Sai Institute of Science & Technology (AN AUTONOMOUS INSTITUTION)

Approved by AICTE, New Delhi & Permanently Affiliated to JNTUK Kakinada)

AN ISO9001:2015 Certified Institution, Accredited by NAAC, Recognized by
UGC Under 2(f) and 12(B) under UGC act 1956

Paritala, Kanchikacherla (M), NTR Dist., A.P., India- 521180

www.amritasai.org.in Tel:08678-277777 Toll Free No:18001212369



06-07-2025

OFFICE ORDER LIBRARY COMMITTEE

The undersigned is pleased to constitute Library Committee with the following body for the academic year 2025-26

S.No	Name of the Member	Dept.	Position
1	Sri G.Vijay Kumar	CSE	Coordinator
2.	Sri.K Appa Rao	Library	Librarian
3	Sri.P.Giribabu	Library	Asst Librarian
4	Ms.N Ramya	EEE	Member
5	Mrs.V.Sravani	CIVIL	Member
6	Mr.Sk Moulali	MECHANICAL	Member
7	Mrs.N Visranthamma	ECE	Member
8	Mr.Md.Faheem	ECE	Member
9.	Mr.Srinivasa Reddy	S&H	Member
10	Mrs.Ch Sowjanya	CSE	Member
11	Mrs.S Anudha Rani	CSE	Member
12	BOTU KRISHNA SAI	III EEE Student	Member
13	KANNA SAI RAM	III EEE Student	Member
14	ATLA NAVEEN	III ECE Student	Member
15	SURAGANI RAKESH	II ECE Student	Member
16	CHILAKABATHINI PRAGATHI	III CSE Student	Member
17	KANDULA KUMAR SAI	II CSE Student	Member
18	TELLAMEKALA VIVEK	II CBA Student	Member
19	KRAPA ARUNTEJA	II Mechanical	Member

Roles & Responsibilities:

1. To support the Librarian in planning and implementing library activities.
2. To ensure availability of adequate learning resources.
3. To act as a liaison between users and library staff.
4. Prepare and approve the annual library budget.
5. Monitor the proper organization and maintenance of library resources.

(Dr. M SASIDHAR)

PRINCIPAL
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Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala,
NTR Dist - 521180

Copy to Management/C.E.O,
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18-07-2024

CIRCULAR

All the members of the LIBRARY committee are informed to attend the meeting in the Conference room on 19th July 2025 at 2:20 PM to discuss the following agenda.

Agenda:

1. To discuss the Review of Library Resources.
2. To discuss the Procurement of New Books and Journals
3. To discuss Library Budget.
4. To Discuss reading promotion activities
5. Any other matter

CONVENOR

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19-07-2025

MINUTES OF LIBRARY COMMITTEE AY 2025-26

Minutes of the Meeting of LIBRARY Committee held on 19th July 2025 at 2:20 PM in the conference room.

Agenda

1. To discuss the Review of Library Resources.
2. To discuss the Procurement of New Books and Journals
3. To discuss Library Budget.
4. To Discuss reading promotion activities
5. Any other matter

Minutes:

The following issues are discussed

1. The minutes of the previous Library Committee meeting were reviewed and confirmed.
2. The Librarian presented the status of existing library resources including books, journals, newspapers, and e-resources.
3. The committee discussed the procurement of new books, journals, and e-resources as per departmental recommendations and approved the same.
4. The utilization of the library budget was reviewed and future budget requirements were discussed.
5. Library automation, digital library services, and online databases were reviewed for effective usage.

Members present:

S.No	Name of the Member	Dept.	Position	Signature
1	Sri G.Vijay Kumar	CSE	Coordinator	
2	Sri.K Appa Rao	Library	Librarian	
3	Sri.P.Giribabu	Library	Asst Librarian	
4	Ms.N Ramya	EEE	Member	
5	Mrs.V.Sravani	CIVIL	Member	
6	Mr.Sk Moulali	MECHANICAL	Member	
7	Mrs.N Visranthamma	ECE	Member	
8	Mr.Md.Faheem	ECE	Member	
9	Mr.Srinivasa Reddy	S&H	Member	
10	Mrs.Ch Sowjanya	CSE	Member	
11	Mrs.S Anusha Rani	CSE	Member	
12	BOTU KRISHNA SAI	III EEE Student	Member	

13	KANNA SAI RAM	III EEE Student	Member	Sai Ram
14	ATLA NAVEEN	III ECE Student	Member	Naveen
15	SURAGANI RAKESH	II ECE Student	Member	Rakesh
16	CHILAKABATHINI PRAGATHI	III CSE Student	Member	Pragathi
17	KANDULA KUMAR SAI	II CSE Student	Member	Kumar Sai
18	TELLAMEKALA VIVEK	II CBA Student	Member	Vivek
19	KRAPA ARUNTEJA	II Mechanical	Member	Arunteja

CONVENER

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