



LIBRARY ADVISORY COMMITTEE

In accordance with the Governing Council's directive, the Library Advisory Committee has been constituted for AY 2026-27 to guide the strategic development and effective functioning of the Central Library. Composed of the Principal (Chairman), Heads of Departments (Members), and the Librarian (Member Secretary), the committee meets periodically to review operations and drive new initiatives.

The committee representatives for AY 2026-27 are as follows:

Sl.No.	Member	Designation	Position
1	Dr. Yadavalli Basavaraj	PRINCIPAL	Chairman
2	Dr. B.S Khened	DEAN-ACADEMICS	Member
3	Dr. R.N.Kulkarni	HOD-CSE Dept.	Member
4	Dr. K.M Sadyojatha	HOD-ECE Dept.	Member
5	Dr. V Venkata Ramana	HOD-MECH Dept.	Member
6	Dr. B.S. Sharan Reddy	HOD-EEE Dept.	Member
7	Dr. Mohd Khalid S	HOD-CIVIL Dept.	Member
8	Dr. Vidyavathi B.M	HOD-AIML Dept.	Member
9	Dr. Aradhana D	HOD-DS Dept.	Member
10	Dr. Yeresime Suresh	HOD-AI Dept.	Member
11	Dr. Virendra Kumar A.K	HOD-CHE Dept.	Member
12	Dr.N. Gururaj	HOD-MAT Dept.	Member
13	Dr.T.Machappa	HOD-PHY Dept.	Member
14	Dr.Janet Jyothi Dsouza	HOD-MBA Dept.	Member
15	Dr. Girish Kumar D	HOD-MCA Dept.	Member
16	Dr. Jaffer Basha S	CHIEF LIBRARIAN	Member Secretary

Functions:

1. To identify the suppliers.
2. To consolidate the list of books those need to be purchased and check with the existing stock to avoid surplus purchases.
3. To get the library indents and requisitions from the respective departments.
4. To shortlist the suppliers and submitted to the management for the approval.
5. To shortlist the vendors for the e-journals, technical printed national and international journals, periodicals, etc.
6. To carry out the stock verification of the books.
7. To ensure necessary discipline in the library.
8. To maintain key performer indicators such as library usage statistics.
9. To prepare budget and submitted to budget committee.
10. To enable utilization of e-resource Centre.

Responsibilities:

- a. Chairman- to ensure all the necessary text books is made available as per the university syllabus. To approve the indents. To submit the list of books to be purchase to the purchase committee.
- b. Co-ordinator-To collect the indents from the department and consolidate the same, prepare budget, address any indiscipline issues in the library, stock verification and maintain library usage statistics.
- c. Members- To give the indent to the librarian and ensure department staff to cross verify with the availability of the books.
- d. Librarian- To correspond with the supplier's w.r.t. indented books.

Director
 Director

Ballari Institute of Technology & Management
 Ballari.

Ref No. BITM/LIB/LAC/2026-27/01

Date:06-08-2026

CIRCULAR

This is to inform all the Library Advisory Committee members that a meeting is scheduled on August 18, 2026 at 03; 00 pm in the Principals chamber. Kindly ensure your presence to discuss the agenda for the upcoming semester.

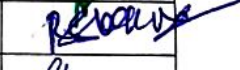
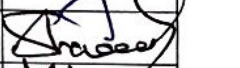
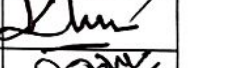
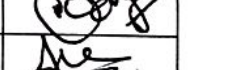
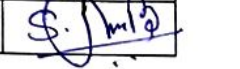
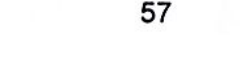
Agenda:

1. Confirmation of Previous Minutes & Action taken report.
2. Budget Allocation and Utilization Process for year 2026-27.
3. Review & Progress of RFID implementation (Commend in Feb 2026).
4. Any other matters with permission of Chair.

Principal (Chairman in LAC)
Principal,

Ballari Institute of Technology & Management
Ballari.

To circulate among members:

Sl.No.	Member	Designation	Position	Signature
1	Dr. Yadavalli Basavaraj	PRINCIPAL	Chairman	
2	Dr. B.S Khened	DEAN-ACADEMICS	Member	
3	Dr. R.N.Kulkarni	HOD-CSE Dept.	Member	
4	Dr. K.M Sadyojatha	HOD-ECE Dept.	Member	
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14	Dr.Janet Jyothi Dsouza	HOD-MBA Dept.	Member	
15	Dr. Girish Kumar D	HOD-MCA Dept.	Member	
16	Dr. Jaffer Basha S	CHIEF LIBRARIAN	Member Secretary	

Library Advisory Committee Meeting 2026-27

Minutes of the Library Advisory Committee (LAC) Meeting. First meeting of this year.

The Library Advisory Committee meeting for the year 2026-27 August 18, (Tuesday) at 3:30 P.M. in the Principal chamber under the Chairmanship (of Principal).

Members present: 16 All present. Members Absent: Nil
Agenda.

1. Confirmation of Previous Minutes & Action taken ^{Report.}
2. Budget Allocation and Utilisation Process for the AY 2026-27
3. Review & Progress of RFID implementation (Commenced from February, 2026)
4. Any other matter with permission of chair.

1. Discussion and Resolutions

Agenda 01. Confirmation of Previous minutes & Action taken.
Discussion:- The member secretary, librarian read out the minutes of the previous LAC meeting held on February 14, 2026 along with action taken report.

Outcome & Resolution. The committee unanimously confirmed and approved the minutes of the previous meeting.

2. Agenda. 2. Budget Allocation & utilisation for AY 2026-27.

Discussion:-

a) The Librarian, (member secretary) presented the total library budget allocation by margin for FY 2026-27 for library.

b) Funds allocation for mandatory VED Consortium Subscription for E-journals & Books & Fees.

(JAI) Outcome / Resolution.

a) The proposed budget for in the Column of Description of items required.

b) e-resources procurement were given priority as it is mandatory.

c) Finance Committee requested to approve the requested budget and clear the invoices.

3. Agenda 3. Review & Progress of RFID Implementation Discussion:-

The member Secretary briefed the Committee on the progress of RFID automation project which is started in February 2016, about Book tagging, Biometric registration, Working of Software Library Software & RFID integration.

Outcome:-

Committee satisfied about the progress and implementation of RFID.

Extra staff deployed to sticking of RFID stickers to books, the staff worked at night also. Renumeration was approved to meet efforts done overtime.

4. Any other matter with permission of chair.

a) Librarian Dr. Jaffer Basha raised the Book index issue Principal the committee advised HOD's to provide books before commencement of classes for the 2016-27.

Students to be advised to read text books for mid exams. It will improve book transactions in library.

Meeting is concluded for vote of thanks from member Secretary.

Sl.No.	Member	Designation	Position	Signature
1	Dr. Yadavalli Basavaraj	PRINCIPAL	Chairman	W
2	Dr. B.S Khened	DEAN-ACADEMICS	Member	K. S. Khened
3	Dr. R.N. Kulkarni	HOD-CSE Dept.	Member	R. N. Kulkarni
4	Dr. K.M Sadyojatha	HOD-ECE Dept.	Member	K. M. Sadyojatha
5	Dr. V Venkata Ramana	HOD-MECH Dept.	Member	V. Venkata Ramana
6	Dr. B.S. Sharan Reddy	HOD-EEE Dept.	Member	B. S. Sharan Reddy
7	Dr. Mohd Khalid S	HOD-CIVIL Dept.	Member	M. Khalid S
8	Dr. Vidyavathi B.M	HOD-AIML Dept.	Member	V. B. M
9	Dr. Aradhana D	HOD-DS Dept.	Member	A. D
10	Dr. Yeresime Suresh	HOD-AI Dept.	Member	Y. Suresh
11	Dr. Virendra Kumar A.K	HOD-CHE Dept.	Member	V. K. A. K
12	Dr. N. Gururaj	HOD-MAT Dept.	Member	N. Gururaj
13	Dr. T. Machappa	HOD-PHY Dept.	Member	T. Machappa
14	Dr. Janet Jyothi Dsouza	HOD-MBA Dept.	Member	J. Dsouza
15	Dr. Girish Kumar D	HOD-MCA Dept.	Member	G. K. D
16	Dr. Jaffer Basha S	CHIEF LIBRARIAN	Member Secretary	J. B. S

LIBRARY ADVISORY COMMITTEE — ACTION TAKEN REPORT (ATR)

Academic Year: 2026–2027 first meeting Date: 18-08-2026

Sl No	Agenda	Decision/Action taken	Responsible Person
1	Book indents	Circulars were issued on 20-05-2026 and responses were received. Departmental indents were received on the following dates: Civil Department on 21-07-2026, Mathematics Department on 31-07-2026, and AIML Department on 08-08-2026. Status as of 18-08-2026.	Librarian / HODs
2	Budget	The budget request was submitted on 27-04-2026, and the approved budget was received on 18-05-2026. The quotation process has been initiated.	Librarian / Principal
3	E-Resource Subscription	A budget of ₹50 lakhs was approved for the year, along with ₹2 lakhs for VTU Consortium membership.	Librarian / Principal
4	RFID implementation	RFID implementation was carried out as per the Director's directions, with 2CQR as the vendor. The Purchase Order (P.O.) was dated 11-12-2025, and installation was completed on 10-02-2026.	Librarian
5	Orientation for visiting users	A circular was issued to staff regarding biometric registration on 19-01-2026. Student biometric registration commenced on 21-02-2026 for the 2025–26 academic years. Orientation is provided to users during their visits, covering procedures for borrowing books via the Self-Service Kiosk and returning books via the Book Drop Box. Face recognition visitors record	Librarian



Librarian

Chief Librarian
Ballari Institute of Technology & Management,
BELLARY.



Principal

Principal,
Ballari Institute of Technology & Management
Ballari.