



Khentawas (Gurgaon)

Information Resource Centre

06/04/2016

Library Advisory Committee

Library Advisory Committee makes recommendations to ensure good governance and all round development of the library.

Library Advisory Committee shall be assigned advisory rather than administrative; its recommendations shall be subject to the approval of management.

Purpose/Role:

To formulate library policies in relation to the development of library resources and its efficient services.

To ensure effective fund utilization.

To ensure coordination between library and various department.

Subject to the supervision and control of the management there shall be a Library Advisory Committee to advice on library matters.

Library Advisory Committee shall be constituted as follows:

The Principal shall be the Chairman of the Library Advisory Committee.

Librarian shall be the Member- Secretary of the Library Advisory Committee

H O Ds of the departments shall be the member of the Library Advisory Committee.

Chairman/Principal may also nominate one or two other member(s) having genuine interest in the Library and in its growth & development.

Frequency of the meetings:

Library Advisory Committee shall meet once/twice in a semester or on the need basis, as convene by the chairman.

Operation & Role:

Member Secretary shall send prior information /notice to all the members before each meeting of the Library Advisory Committee thereof convening the meeting with a copy of agenda.

Provided that in case of emergent meeting the Chairman may suspend or modify the operation of this rule.

Library Committee shall formulate proposals concerning library's budget and development including its optimal utilization.

Library Advisory Committee shall advise on acquisition of books/journals and other related resource materials.

Library Advisory Committee shall advise on computerization and automation programme of the library and information services.

Library Advisory Committee shall advise on library cooperation, resource sharing and networking.

Library Advisory Committee shall advise on library discipline and grievances.

Library Advisory Committee may consider all other important issues related to library in view of improving library & information services in the college.

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