

**4.3.5. INPERSON AND REMOTE ACCESS  
USAGE OF LIBRARY AND THE LEARNER  
SESSION/LIBRARY USAGE PROGRAM  
ORGANISED FOR THE TEACHER AND  
STUDENTS**



## LIBRARY COMMITTEE:

Library Committee acts as a channel of communication between the Institute Library and its users. It extends advice and suggests new ideas from time to time regarding the developmental activities of the Library.

### Purpose

It shall assist in developing operational procedures, suggest various measures for improvement and development of the Library resources and formulate both personnel and fiscal policies. It shall strive to inculcate the enriching habit of reading books in a technologically enabled and intellectual atmosphere.

### Composition of committee

Sno .	Name	Designation	Position
1	Dr. Dolly John Shiju	Principal	CHAIRPERSON
2	Ms. Divya Jain	Librarian	MEMBER SECRETARY
3	Mrs. Neelam Awasthi	H.O.D of Paed. Nsg. Dept.	MEMBER
4	Prof. Neetu Tripathi	H.O.D of MSN dept	MEMBER
5	Mrs. Malika Roy	H.O.D of CHN DEPT.	MEMBER
6	Mrs. Aju Koshey	H.O.D of MHN DEPT.	MEMBER
7	Mrs. Jyotsna Maddirala	H.O.D of FON DEPT	MEMBER
8	Mrs. Jyotsna Maddirala	I.M.SC.(N)	MEMBER
9	Ms. Sushma Thakrey	IV BSC NURSING	MEMBER
10	Mr. Alok Albert	II PB.BSC (N)	MEMBER
11	Mr. Vikas Roy	ASSISTANT PROFFESSOR	CONVENER
12	Dr. Dolly John Shiju	HOD OF OBG DEPT	CONVENER

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### **Roles and Responsibilities**

- To consider policy matters regarding Central Library/Departmental libraries including the policy for procurement of books and journals and render advice to the Purchase Committee for Library procurements.
- To look into day to day problems of the Library clientele, Library staff and send recommendations to the Principal.
- To supervise the allocation and utilization of funds for different departments for purchase of books and journals for the Central and Departmental libraries.
- To maintain liaison between Central Library and various Academic Departments for the purchase of networking of Departmental libraries with the Central Library.
- To consider and put forward the views of faculty members regarding books/journals selection, ordering process etc.

To consider and put forward the views of Students and faculty regarding their problems and solutions sought thereof.

### **Term of office**

The term of office of all members shall be for a period of 3 years from the date of joining the committee.

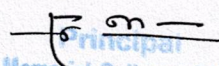
A member may be re-nominated to the committee for a maximum period of 3 terms. A member who has completed a total of two terms shall not be a member of the committee again.

### **Frequency**

Once in a year or whenever required.

### **Quorum**

50% of committee member attendance

  
Principal  
R.D. Memorial College of Nursing  
Bhopal (M.P.)