

## Library Committee

There is a Library Committee constituted headed by a senior faculty member. The Library is the centre of intellectual activities, so It receives special attention and importance in the scheme of development of the Institute.

### Constitution:

The constitution of the Library Committee is as follows:

Sr. No.	Constituency	Position
01	Dr. Jigar Doshi	Chairman
02	Prof. Manish Singh	Member
03	Prof. Hardika Menghani	Member
04	Prof. Pritam Khandale	Member
05	Dr. Piyush Patel	Member
06	Prof. Bhavna Mistry	Member
07	Prof. Manan Pathak	Member
08	Prof. Satish D.	Member
09	Mr. Rajendrasinh Vaghela	Ex-office secretary

### Powers and Functions:

The functions of the library committee are:

1. To select, collect, create, organize, preserve, manage and provide access to information sources in print, non-print and digital forms, regardless of physical location, to support scholarly pursuit, learning, teaching and research in the Institute.
2. To develop and provide quality collections/resources, user facilities and library employee, to maintain an environment conducive to study and research.
3. To create and deliver a range of networked information and document delivery services that encourages the study, scholarship and collaborative learning.
4. To collaborate with other libraries, networks and consortia to optimize the access to knowledge base.

5. To periodically evaluate services and resource provision to ensure relevance and cost effectiveness.
6. To facilitate knowledge sharing through e-resources

The Library Committee is responsible for the following

1. To look after the overall development of the library.
2. To analyse the proposals received from faculty members, to procure the reference books, Journals etc.
3. To prepare the budget for purchase of books, journals etc. and submit the same to the finance committee
4. To work towards modernization and improvement of library.
5. To formulate policies and procedures for efficient use of Library resources.
6. Framing and recommend modification of Library Rules to Executive Council for approval
7. Administering discipline in the Library and recommend for disciplinary action for violation of Rules
8. Imposing penalty for violation of Library Rules
9. Prepare an annual list of Text Books, Reference Books, Book Bank, Periodical & Journals and Newspapers & Magazines.
10. Monitoring and facilitating acquisition of Text Books, Reference Books, Book Bank, Periodical & Journals and Newspapers & Magazines
11. Supervising the maintenance of Library assets
12. Preparing and submitting the Annual Budget proposal for approval