



LIBRARY & PROFESSIONAL SOCIETIES COMMITTEE

Perspective Plan for Academic Year:2020-21

S.No	Committee	Activity Plan	Tentative Date	Standard Procedure	Budget For activity
1	Library Professional Societies	Acquiring books for Academic Year I semester in view to change in university curriculum.	01-11-2020	1.Indent form is sent to concern departments. 2.Indent received from departments is sent for budget proposal and forwarded to approval.	Relies on Indent approved
2		Students and Institutional registrations for professional bodies.	30-11-2020	Request forms are sent to professional bodies with reference to institution along with payment via request mode.	Relies on count of students register and institutional charges.
3		Acquiring books Academic Year II semester in view to change in university curriculum.	10-12-2020	1.Indent form is sent to concern departments. 2.Indent received from departments is sent for budget proposal and forwarded to approval	Relies on Indent approved

4		Validating the effective utilization of Library resources.	Monthly	1. Having a glance in library entry log register. 2. Verifying the count of books available in library i.e., issue and return of books.	N.A.
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Cc To: Principal

Dean Academics

Dean R&D

Copy to IQAC

All HOD's


Convener