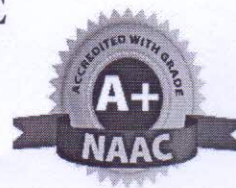




St. MARTIN'S ENGINEERING COLLEGE

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LIBRARY & PROFESSIONAL SOCIETIES COMMITTEE Perspective Plan for Academic Year: 2022-23

S.No	Committee	Activity Plan	Tentative Date	Standard Procedure	Budget For activity
1	Library Professional Societies	Student and Institutional Registrations for professional bodies.	10-10-2022	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.
2		Acquiring books for Academic Year I semester in view to change in university curriculum.	03-11-2022	1. Indent form is sent to concern departments.	Relies on Indent approved
3		Validating the effective utilization of Library resources.	Monthly	1. Having a glance in library entry log Register	N.A.
4		Acquiring books Academic Year II semester in view to Change in university curriculum.	08-12-2022	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

Cc To: Principal

Dean Academics

Dean R&D

IQAC

All HOD's


Convener