



ShriVetaleshwar Shikshan Sanstha's

Latur College of Pharmacy, Latur.

Basweshwarchowk Katpur Road Latur Tq. Dist.Latur,413512.

LIBRARY COMMITTEE

ACADEMIC YEAR 2022-2023

The following are the members for the library Committee for the academic year 2022-23

Sr. No	Name	Designation
01	Mr. BAVAGE N.B.	Chairman
02	Mr. SHAIKH K.M.	Member
03	Mr. KAMBLE D.K	Member
04	Miss. KAULKHERE S.V.	Member
05	Miss. POULKAR M.V.	Member secretary

Function

- Performance of all jobs related to library technical services, including acquiring new books, Journals, Audio, Video materials and classification, classifying library materials and maintaining an accurate, up-to-date database of library holdings and physically processing items being added to and withdrawn from the collection.
- Supervising and assisting in entering library materials into the database in accordance with the standard using library management software.
- Supervision of the operations of the library circulation and technical services staff.

- Operation and maintenance of library facilities like digital library, Internet PCs, servers, reprography, computers and other IT equipment.
- Providing training to students and staff using of digital library, e-resources.
- Evaluate materials to determine outdated or unused items to be discarded.
- Documentation and feedback on work practices and procedures to ensure the continuous improvement of lending and document services of the library.
- Maintains library discipline and culture
- Prepares annual budget for library
- Identifies Book distributors for purchase of books