

**Sancheti Institute for Orthopaedics and Rehabilitation College of Physiotherapy**

**Library Committee**

***Purpose:***

To safeguard the Library as a learning resource, ensure its smooth functioning and to timely update the resources for the benefit of all the stakeholder's.

***Objectives:***

- To decide the utilization of the allocated budget for procurement of books, journals and e-books.
- To lay down procedures for procurement of new books/ periodicals/ journals and e-resources.
- To carry out an Orientation (Library Learning Process) about the operating procedures of the library with all the stakeholders, including staff and students.
- To ensure appropriate use of the Library facilities, reading room and the computer lab.
- To ensure the safe upkeep and maintenance of all the books/ periodicals/ journals along with e-resources.
- To ensure appropriate use of the Integrated Library Management system for the standard operations of the Library.
- To conduct an annual stock verification at the end of every academic year.
- To conduct regular meetings of the Library Committee with a well-defined agenda.
- To promote activities for the Language Club.
- To regularly update the rules, regulations and membership policies of the Library.

***Scope:***

- Library Infrastructure



# sancheti College of Physiotherapy

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(Id No. PU / PN / Physio / 122 / [1997])

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- Procurement of books (hard copies/ e-copies) and journals (academic and supportive)
- E content development
- Facilitate students for library usage
- Maintenance and upgradation of the library including records keeping
- Language club activity development
- Edit contents proposed on social media before sending to website committee

### *Constitution of the Committee AY 2022-23:*

Sr. No.	Name	Designation
1.	Dr. Sona Kolke	Chairperson
2.	Mr. Datta G. Dr. Twinkle Kundnani	Coordinators
3.	Dr. Prajakta Dr. Nikita Dr. Rucha Dr. Siddhanth Dr. Farheen	Members
4.	Atharv Nikam Pratham Rathod Heli Parekh Siddhi Gandhi	Student Members

