



MALLA REDDY ENGINEERING COLLEGE FOR WOMEN

(Autonomous Institution-UGC, Govt. of India)

Accredited by NAAC with 'A+' Grade & Programmes Accredited by NBA

Affiliated to JNTUH, Approved by AICTE, ISO 9001:2015 Certified Institution

Maisammaguda, Dhulapally, Secunderabad - 500100.

LIBRARY COMMITTEE

Functions

- To guide the Librarian in formulating general Library policies and regulations which govern the functions of the Library and efficient use of Library resources.
- Collecting the requirements of the text books, reference books, journals recommended by the concerned Head's of the Department and ensuring adequate number of copies are made available in the library as per norms.
- Finalizing the list of books, journals, magazines and equipment to the institute as well as department libraries and propose budgetary estimates to the administration.
- To Review budget proposals for books and furniture for the development of the Library.
- To modernize and improve Library and documentation services.
- To review Library readership department wise.
- To seek feedback on Library functions from readers.
- To take measures to increase the readers in the Library to acquire latest Information.
- Planning and implementing the library automation, procedures, digital library development and usage.
- Conducting annual stock verification
- To submit the annual report on the functioning of the Library.

Responsibilities of the Library Committee:

- Develop and implement policies for the efficient functioning and management of the library.
- Ensure that library services align with the academic and research needs of students and faculty.
- Recommend the annual library budget for books, journals, e-resources, and infrastructure upgrades.
- Suggest improvements to library infrastructure, including seating arrangements, lighting, and IT facilities.
- Monitor the maintenance of library equipment and ensure the availability of adequate resources Periodically review library operations to ensure efficient service delivery and identify areas for improvement Organize orientation sessions and workshops for students and faculty on library resources and digital tools.
- Prepare and present an annual report on library activities, budget utilization, and accomplishments to the college management.

Frequency of Meeting: Twice in a Year

Composition of Library Committee:

S.No	Name	Designation	Role
1	Dr. Y. Madhavee Latha	Principal, MRECW	Chair Person
2	Dr. C. V. P. R. Prasad	Dean, Academics	Member
3	Dr. Geetha Reddy	HOD, CSE	Member
4	Dr. K. Sudhakar	HOD, ECE	Member
5	Dr. S. Vijaya Madhavi	HOD, EEE	Member
6	Dr. M. Vanitha	HOD, IT	Member
7	Dr. T. Sudha	HOD, Mathematics	Member
8	Dr. P. Suvarchala Devi	HOD, MBA	Member
9	Dr. Narendhar Mulugu	Associate Professor, CSE (AI&ML)	Member
10	Dr. Ch. Srinivasa Rao	Associate Professor, CSE (DS)	Member
11	Dr. M. Vamsi Krishna	Associate Professor, CSE (CS)	Member
12	Dr. Muhammad Ashfaquul Hasan	Associate Professor, CSE (IoT)	Member
13	Dr. L. Malliga	Controller of Examinations	Member
14	Dr. Rahul Wilson	Assistant Professor, EEE	Member
15	Dr. Abhijith	Associate Professor, CSE	Member
16	Dr. K. Jaya Rajan	Professor, IT	Member
17	Dr. K. Panduranga Rao	Associate Professor, Physics	Member
18	Dr. Tamrisha Patel	Assistant Professor, MBA	Member
19	Ms. R. Prathibha	Assistant Librarian	Member
20	Dr. K. Dasaratha	Librarian	Member Secretary