



## LIBRARY COMMITTEE-2025-26

### **Purpose**

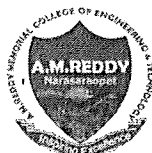
To oversee the effective functioning of the college library, ensure optimal utilization of resources, promote a culture of reading and research, and act as a liaison between the student body, faculty, and the library administration.

### **Functions**

- Recommend books, journals, and digital resources for procurement.
- Monitor the availability and adequacy of library resources.
- Address grievances and suggestions from students and staff regarding library services.
- Promote library services and resources through various initiatives.
- Organize events like book fairs, reading challenges, and author talks.
- Ensure the maintenance of a conducive environment for study and research.
- Collaborate with the library staff to implement new technologies and systems.
- Review and suggest improvements to library rules and timings.

### **Objectives**

- **Enhanced Resource Accessibility**  
Ensure all students and faculty have easy access to required learning materials.
- **Promote Research & Reading**  
Foster a strong reading culture and support academic research.
- **Stakeholder Engagement**  
Actively seek and incorporate feedback from library users.
- **Modernization & Digitization**  
Support the integration of technology for efficient library management.
- **Optimal Utilization**  
Maximize the use of available library resources and spaces.
- **Continuous Improvement**  
regularly evaluate and improve library services and infrastructure.



## Committee Composition

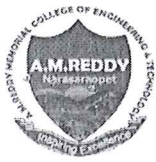
S. No.	Name	Designation	Role in Committee
1	Dr. Ch. Mallikarjun	Principal	Chairman
2	Mrs. P.V. Padmavathi	Administrative Officer	Member
3	Mr. P S K Ganesh	HOD -- ECE	Member
4	Dr. A. Anand Kumar	HOD -- CSE	Member
5	Mr.K.Krishna Reddy	HOD -- EEE	Member
6	Mr. Vijay Kumar	HOD -- MECH	Member
7	Mr.M.E.Prasad	HOD -- CYBER	Member
8	Dr. G. Bhaskar Reddy	HOD -- H&S	Member
9	Mr. Ch. Chinna Babu	HOD -- AG	Member
10	Mrs. P.Sailaja	Librarian	Coordinator
11	Mr.T.Mahesh	Student -- Final Year CSE	Student Representative
12	Ms.L.Iswarya	Student -- Final Year EEE	Student Representative

## Meeting Frequency

- **Biannual Meetings:** One at the start of each semester.
- **Special Meetings:** Convened as needed for urgent procurement or event planning.

## Reporting & Documentation

- **Minutes of Meeting (MoM):** Recorded for every meeting.
- **Resource Audit Reports:** Documentation of stock, usage statistics, and new acquisitions.
- **Feedback & Grievance Logs:** Records of user suggestions and actions taken.
- **Event Reports:** Documentation of workshops, book fairs, and other activities.



# A.M. REDDY MEMORIAL COLLEGE OF ENGINEERING AND TECHNOLOGY



(Autonomous)

Approved by AICTE New Delhi, Permanently Affiliated to JNTU - Kakinada, Accredited by NAAC

Recognized by UGC 2(f), An ISO Certified 9001:2015

Vinukonda Road, Petlurivaripalem, Narasaraopet, Palnadu District, Andhra Pradesh - 522 601.

- **Annual Library Report:** Comprehensive report submitted to the principal.

Principal

PRINCIPAL  
REDDY MEMORIAL COLLEGE OF  
ENGINEERING & TECHNOLOGY  
(AUTONOMOUS)  
PETLURIVARIPALEM,  
PALNADU DISTRICT (MD), PALNADU (DT) - 522601