



SWAMI VIVEKANAND
SIIBHARTI
UNIVERSITY
UGC Approved Meerut



AN ISO 21001: 2018 ORGANIZATION

OFFICE OF THE REGISTRAR

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REGISTRAR

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Ref. No. U-733/SVSU/2025/1484

Dated: 20.01.2025

OFFICE ORDER

Reconstitution of University Library Committee (ULC)

In the partial modification to the Notice No. U-733/SVSU/2021/1767 dated 14.08.2021, Superseding all the previous orders of University Library Committee, I have been directed by Hon'ble Vice-Chancellor to optimize functioning of University Library Committee, it has been reconstituted with clear cut objective, responsibilities, frequency and quorum etc. of Swami Vivekanand Subharti University, Meerut.

Objectives

1. Facilitating communication with and obtaining feedback from the university community on library collections, programs, services, infrastructure, books procurements and communication mechanisms.
2. To provide a forum for discussing University library and its community's needs and expectations for information.
3. To act as advocates for the Library in university-wide decision-making groups.
4. To advise the University administration on library policy matters concerning services, resources and facilities.
5. To provide an opportunity to raise and discuss initiatives in the library and information services to keep University and College libraries abreast with modern Technologies and equipment's.
6. To ensure that Library is maintained as per standard of SRA's/University norms by conducting audits regularly.
7. To facilitate communication between the Library and the community it serves.

Responsibilities The Committee within the framework of the overall strategic policies of the University shall:

- i. Advises and reviews library policies and budget for instruction, resources, services, facility, and the quality of books etc.
- ii. Advises regarding library services, especially innovation, for the campus community.
- iii. Discuss and evaluate budgetary issues for books, journals, databases, media, e-resources etc.
- iv. Reviews benchmarking reports with peer institutions for resources, staffing, and services.
- v. Ensures the library is connected with and supports the University's academic programs.
- vi. Represent the views of the Library's stakeholders on library and information services.
- vii. Deliberate and advise on the direction and development of policies for library and information services to ensure the best possible support is provided.
- viii. Recommend new collections and promote contributions to link Institutional Knowledge at SVSU by SVSU community for the dissemination and preservation of SVSU's intellectual and institutional knowledge.
- ix. Support the Library's efforts in ensuring financial accountability and responsibility in the provision of library collections.
- x. Propose and champion opportunities in bringing together SVSU community in the Library to advance knowledge and information sharing.



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- xi. Promote the Library to the internal and external community.
- xii. Any other matter which the committee members want to take up related to library viz-e-viz NEP-2020.

The constitution of **University Library Committee (ULC)** would be as follows:

- (a) Hon'ble Vice-Chancellor as Chairman
- (b) Pro Vice-Chancellor as Co-Chairman
- (c) One Faculty from each college
- (d) HOD-Library as Member Secretary
- (e) Finance Officer
- (f) 2 Student representative (PG Students)

Whereas constitution of **College Library Committee (CLC)** would be as follows:

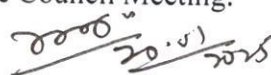
- (a) HOI as Chairman
- (b) HOD's as Member
- (c) College Librarian as Member Secretary

Quorum on both the University and College library committee will be 60% and member Secretary will be the custodian of all the documents related to University/College Library Committee. University Library Committee will meet minimum twice in an academic year, ideally before one month from the commencement of next semester.

Methodology: Proposals to University Library Committee are being submitting for recommendations and approval of College Library Committee. During University Library Committee Meetings proposal from College Libraries will be re-evaluated and when the individual faculties' proposal is being evaluated, that faculty's Professor will lose his/her power to vote while evaluating and defending the case on merits. Library Committee in its own authority can question for non-compliances and not adhering to budgetary provision. If need arises Library Committee can invite a technical person to advise on technical advancement and probabilities.

All books will be purchased only after approval of the Library Committee. In case of emergency purchase/journal subscription of books/journals purchase can be done only after approval of Hon'ble Vice-Chancellor. Member Secretary must inform all the Colleges at least 15 days in advance, in writing to allow everyone to prepare their lists. Library Committee will keep uncommon/ rare book list in pending till the University library committee meeting is called.

The Re-constitution of Library Committee will be ratified in forthcoming Executive Council Meeting.


Gp Capt M Yakoob
Registrar

To:

All, Heads of Institution /Principals of Colleges/ Section Heads

Copy forwarded to information of:-

1. Hon'ble Vice-Chancellor
2. Chief Executive Officer
3. Executive Officer
4. Guard File


Registrar