



Dayananda Sagar College of Dental Sciences,
Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru

Duties & Responsibilities of Library Advisory Committee -

1. Term of the committee will be for 3 years.
2. Committee members will meet once every 6 months to discuss, present/future any requirement based on RGUHS/DCI. Norms
3. Committee will be responsible to prepare a policy document regarding the standard operating protocol, duties & responsibilities of its members.
4. Discuss and evaluate budgetary issues for books, journals, databases, media, E-resources etc.
5. The Committee will be incharge of the new purchases made with regards to Library Books and journals and other related library resources.
6. Evaluating the books procurement department wise and allocation of budget accordingly.
7. To monitor and evaluate, from time to time, trends and developments in information technologies, networking, library automation, library cooperation etc., and to direct the library in their adoption
8. To assist library in providing need based information services to students and faculty.
9. Support the Library's efforts in ensuring financial accountability and responsibility in the provision of library collections
10. Relevant documents have to be prepared & maintained by the committee.
11. To advise the library on policy matters concerning services, resources and facilities.
12. Monitor library usage by stakeholders.
13. Suggest and implement measure to maximize utility of resources by students and faculty
14. Look into any library related student /faculty issues
15. Conduct yearly internal audit of books and journals

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