

# TEEGALA KRISHNA REDDY ENGINEERING COLLEGE

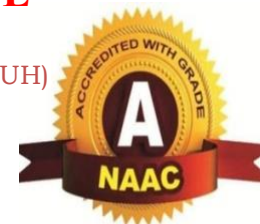
(UGC-Autonomous)

(Sponsored by TKR Educational Society, Approved by AICTE, Affiliated to JNTUH)

Accredited by NAAC- 'A' Grade. Accredited by NBA

Medbowli, Meerpet, Balapur(M), Hyderabad, Telangana- 500097

Mob: 8498085218. Email: [info@tkrec.ac.in](mailto:info@tkrec.ac.in), [www.tkrec.ac.in](http://www.tkrec.ac.in)



## LIBRARY COMMITTEE

The committee is set to convene biannually, with additional meetings arranged when required.

The Library Committee will consist of the following members:

S.No.	Name of the Staff	Designation	Position
1.	Mr. P. Surendar (CE)	Asst. Prof in CE	Chairman
2.	Mr.V Vijay Kumar	Librarian	Member Secretary
3.	Dr. B. Vidyasagar (EEE)	Professor in EEE	Member
4.	Mrs. K. Bhulakshmi (ECE)	Asst. Prof in ECE	Member
5.	Mrs. E. Sirisha (CSE)	Asst. Prof in CSE	Member
6.	Mrs. V. LalithaLavanya (IT)	Asst. Prof in IT	Member
7.	Mrs. K.Srujitha (MBA)	Asst. Prof in MBA	Member
8.	Mr. R. Srinivas Reddy (H&S)	Asst. Prof in H &S	Member
9.	Mrs. S. Mounika (AIML)	Asst. Prof in AIML	Member

Functions and Responsibilities of the Library Committee:

- ❖ Recommend the necessary quantities and titles of books, journals, magazines, newspapers, audio-video CDs, and infrastructure in accordance with AICTE/JNTUH norms.
- ❖ Verify the accuracy of the stock register and accession register, and prepare monthly, quarterly, semi-annual, and annual reports for submission to the Principal.
- ❖ Facilitate book reviews and reading sessions by involving students in library activities.
- ❖ Act as a liaison between students and staff, addressing any complaints or suggestions and bringing them to the attention of the Principal.
- ❖ Coordinate with students and staff to assess library needs and communicate these requirements to the librarian.

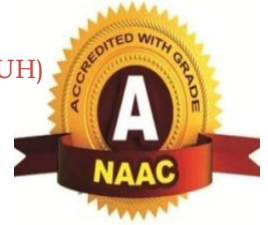
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- ❖ Organize various events and activities, such as Library Week and the establishment of reading clubs, with the aim of fostering an interactive and vibrant reading and library culture among students and staff.
- ❖ Conduct an annual library audit to assess and improve library services and resources.