



Anwarul Uloom College (Autonomous)
(Affiliated to Osmania University)
Accredited with 'A' Grade by NAAC
New Mallepally, Hyderabad- 500001, T.S., India.



Ref: 8/IQAC/2023

Date: July 06, 2023.

OFFICE ORDER

In compliance with UGC norms for autonomous colleges, the Library Committee for Anwarul Uloom College (Autonomous) is reconstituted as follows:

S. No.	Name	Designation
1.	Mohammed Abdul Razzak, Principal	Chairman
2.	Dr. Ahmed Mohiuddin, HoD, Commerce (B.Com. Gen)	Member
3.	Mrs. Viqarunnisa Begum HoD, Public Administration	Member
4.	Dr. Anjum Fatima HOD Arabic	Member
5.	Dr. Majid Mohiuddin HOD Microbiology	Member
6.	Ms. Maryam Mujeeb, M.Sc. (Biotech), Student Representative	Member
7.	Mrs. Shabana Begum (Librarian)	Convener

Duties and responsibilities of the Library committee are as follows:

1. To guide the Librarian in formulating general library policies and regulations which govern the functions of the library.
2. To provide for proper documentation services and updating the Library collection.
3. To work towards modernization and improvement of Library and documentation Services.
4. To formulate policies and procedures for efficient use of Library resources.
5. To review Library readership dept-wise
6. To adopt measures to enhance readership
7. To obtain approval of the budget from the management for the development of library.
8. To seek feedback on Library functions from readers.
9. To submit the remedial reports on the functioning of the library
10. To submit the annual report on the functioning of the library.

The term of the Committee is for the period of **2 years**. The Committee shall hold meetings as and where required. Any four of the six members shall form the quorum for the meeting.


Principal

Copy to:
All concerned.

PRINCIPAL
Anwarul Uloom College (Autonomous)
New Mallepally, Hyderabad-01.