

SHRI GURU RAM RAI UNIVERSITY

(Established by Govt. of Uttarakhand, vide Shri Guru Ram Rai University

Act No. 03 of 2017

Recognized by UGC (under section 2 (f) of UGC Act 1956)

Patel Nagar, Dehradun-248001 (Uttarakhand)



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Minutes of the Library Advisory Committee (LAC) Meeting

Held on 23rd FEBRUARY 2026, AT 02:00 PM

VENUE: SEMINAR HALL No. 01, ADMIN BLOCK

SGRRU, PATEL NAGAR

DEHRA DUN, (Uttarakhand)

A. Saini

Dr. Anupam

LIBRARY AND INFORMATION RESOURCE CENTRE

Minutes of the Library Advisory Committee (LAC) Meeting

The Minutes of the Library Advisory Committee (LAC) Meeting held on 23 February 2026 at 02:00 PM under the chairmanship of the Honorable Vice-Chancellor, Prof. (Dr.) K. Prathapan, are hereby submitted for your kind approval and necessary directions.

The following members were present in the meeting:

Library Advisory Committee			
S. No.	Name of the Officer	Designation / School	Role
1	Prof. (Dr.) K. Prathapan	Honorable Vice-Chancellor	Chairperson
2	Prof. (Dr.) Lokesh Gambhir	Registrar	Member
3	Prof. (Dr.) Soniya Gambhir	Director, IQAC	Member
4	Prof. (Dr.) Malvika Kandpal	Dean, SOE	Member
5	Prof. (Dr.) Divya Juyal	Dean, SPS	Member
6	Prof. (Dr.) Pankaj Chamoli	Dean, SBAS	Member
7	Prof. Dr. Sonika Kandari	Dean, SE&T	Member
8	Prof. (Dr.) Omnarayan Tiwari	Dean, SYSN	Member
9	Prof. (Dr.) Preeti Tiwari	Dean, SHSS	Member
10	Prof. (Dr.) Priyanka Bankoti	Dean, SAS	Member
11	Prof. (Dr.) Rajesh Rayal	Chief Librarian	Member
12	Ms. Vineeta Rawat	Librarian, SGRRIM&HS	Member
13	Dr. Anuradha Bisht	Assistant Librarian, Pathribagh Campus	Member
14	Dr. Amita Saklani	Librarian, Patel Nagar Campus	Member Secretary

The following members could not attend the meeting:

1	Prof. (Dr.) Ashok Bhandari	Dean Research	Member
2	Prof. (Dr.) Utkarsh Sharma	Principal, SGRRIM&HS	Member
3	Prof. (Dr.) Keerti Singh	Dean, SPAHS	Member
4	Prof. (Dr.) Ramalakshmi	Dean, SON	Member

Welcome address

Under the chairmanship of the Honorable Vice Chancellor, Prof. (Dr.) K. Prathapan, the meeting commenced with a warm welcome extended to all the members of the Library Advisory Committee (LAC) by the Librarian, Dr. Amita Saklani. Thereafter, she formally initiated the proceedings by presenting the agenda points for discussion and deliberation.

Agenda - 1: Discussion on the methodology for weeding out library books.

Resolutions: The methodology formulated for the weeding out of library books was duly approved by the Honorable Vice Chancellor. A copy of the approved methodology has also been circulated among all librarians for their information and necessary reference.

Agenda - 2: Weeding out of unserviceable books in the library.

Resolutions: After reviewing the details of the unserviceable books, the Honorable Vice-Chancellor accorded his consent and directed that the concerned file be forwarded for approval. Accordingly, the file has been submitted to the Registrar for further necessary action.

Agenda - 3: Review of books that have remained untraceable for a long period.

Resolutions: The Chairperson was apprised of the long-pending issue of missing books and the committee constituted in the year 2025 for addressing and resolving the matter. After reviewing the complete file and related details, the Chairperson directed the Registrar to forward the case, along with the approved methodology, to the Honorable President of the University for Final Approval.

Agenda - 4: Issues related to the non-return of books by students

- a. **Non-return of books after completion of the course.**
- b. **Students leaving the course mid-semester without returning library books.**

Resolutions: It was resolved that no student shall be issued a mark sheet or degree without submission of a duly completed "No Dues Certificate" from the Library. In cases where students leave the course mid-semester without returning library books, the cost of such books shall be deducted from their security deposit.

The circulation period for library books has been revised as follows:

- a) Students: 14 days
- b) Faculty Members: 30 days.




A late fee of ₹10 per day per book shall be charged from students for overdue library materials.


Agenda - 5: Proposal to impose a maximum limit of ₹1000 on student library fines.

Resolutions: After due deliberation, the Chairperson directed that the library fine reflected in the ERP system shall be payable by the students in all circumstances, and no exemption or maximum ceiling on the fine amount shall be applicable.

Any other item with the permission of chair.

1. The Chairperson further directed all Librarians and Assistant Librarians of the three campuses of SGRRU to conduct annual stock verification of library resources during the summer break and submit the verification report to the Chief Librarian for necessary review and record.
2. It was further directed that a monthly report on library footfall shall be prepared and submitted to all Deans of the University for their Information and review.


Dr. Amita Saklani
Member Secretary
Library Advisory Committee
Shri Guru Ram Rai University


Prof. (Dr.) K. Prathapan
Chairperson
Library Advisory Committee
Shri Guru Ram Rai University