



**BHIKSU UNIVERSITY OF SRI LANKA
CENTER FOR QUALITY ASSURANCE (CQA)**

BY-LAWS FOR THE LIBRARY COMMITTEE

BY-LAW No. 02/2023

<p>1. Preamble</p>
<p>The Library Committee consists of a group of persons who are empowered to do certain jobs relating to the Library and its administration. The Committee will provide an opportunity to raise and discuss initiatives in the provision of library and information services. It provides a forum for open discussion of matters related to the Library and its services.</p>
<p>2. The Aim</p>
<p>The aim is to advise the Library on policy matters concerning services, resources, and facilities.</p>
<p>3. Objectives</p>
<ul style="list-style-type: none">a) To develop appropriate guidelines and procedures for the management of the Library in order to improve its user efficiency.b) To identify strategies for library funding and staffing to enable the development of the Library.c) To identify learning resources related to the educational programs.d) To make recommendations related to the Library Management.e) To make recommendation to upgrade library facilities.f) To make recommendations to weed out books at regular intervals.g) To identify limitations and implementing appropriate strategies.h) To support and promote the services provided by the Library.
<p>4. Appointing and Composition of the Library Committee</p>

The Library Committee is a subcommittee of the Senate. The library committee shall consist of the following positions appointed by the Senate.

- a) Vice Chancellor - Chairperson
- b) Deans of the Faculties
- c) Heads of the Departments
- d) Registrar
- e) Librarian – Secretary to the committee

5. Responsibilities of the Library Committee

The tasks and responsibilities of the library committee are as follows. The Library Committee shall;

- a) provide complete information support to the teaching-learning process of the users.
- b) arrange forums to make aware students on library services.
- c) encourage and guide the students to use the library facilities.
- d) develop a collection of reading materials useful for all disciplines in the university.
- e) contribute to the development of library and information strategies, policies, services, and resources.
- f) maintains a good relationship with the university staff and secures the interest of the library development.
- g) promote the role of the libraries and enhance their effectiveness in the educational process.
- h) look into student's complaints, if any.
- i) Research work shall be aimed at finding out the role of the library committee in the development of an academic library.

6. Meetings and Reporting

The Library Committee shall meet once in two months, and report the progress to the Senate.

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