



# **NARAYANA PHARMACY COLLEGE**

(Approved by PCI & AICTE, New Delhi) (Affiliated to JNTUA Ananthapuramu)  
Recognized u/s 2(f) & 12(B) of the UGC Act, 1956, New Delhi,  
Chinthareddypalem, Nellore-524003, A.P. India.  
Phone & Fax No :0861-2317966; Cell No :+91-9100051603  
Email: principal.npc@narayanagroup.com Visit us:www.narayanapharmacycollege.com

**NPC/Principal/Office Order/2019-20/1**

**Date: 01/07/2019**

## **PROCEEDINGS OF THE OFFICE ORDER**

A Committee consisting of the following members is constituted as library Committee and shall remain in force until reconstruction.

### **COMPOSITION OF LIBRARY COMMITTEE**

<b>S.No.</b>	<b>Name of the Faculty</b>	<b>Designation</b>	<b>Position</b>
1.	Dr.K.Harinadha Baba	Principal	Convener
2.	Mr CH.Munikrishnaiah	Librarian	Co-convener
3.	Mr A.Avinash	Faculty	Member
4.	Mrs.Sk. Salma	Faculty	Member
5.	Mr.B.Ashok	Faculty	Member
6.	K.Sai Gokul	Student	Member

### **ROLES AND RESPONSIBILITIES:**

- To guide the Librarian in formulating general library policies and regulations which govern the functions of the library.  
To formulate policies and procedures for efficient use of Library resources.
- To provide uninterrupted access to physical and online information to satisfy the requirements of the learners.
- To enrich the various resources of information and knowledge to the learners.
- To create the ambience for the learners to maximize the learning by accessing various learning resources.

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**NELLORE - 524 002**





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- To define policy for procurement of books and journals and render advice to the purchase committee for library procurements
- To supervise the allocation and utilization of funds for different departments for purchase of books and journals for the library.
- To provide and update the resources required to carry out research.
- To maintain a separate Digital Library section with good number of computer systems and digital volumes/Journals useful for the readers.

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**NPC/LC/Annual Meeting /2019-20/01**

**Date: 08/07/2019**

## **CIRCULAR**

### **Subject: Library Committee meeting**

The library Committee meeting for the academic year 2019-20 has been planned to be conducted on 8th Jul 2019 Thursday at 11.00 am. All the library Committee members are hereby informed to attend the meeting without fail.

Venue: Principal's Chamber.

### **Agenda:**

1. Review on annual subscriptions of journals for the year 2019-20
2. Library Budget proposal for the Academic year 2019-20.

**Copy to:**

### **Library Committee members**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Conveyer
2.	Mr.ch.Muni Krishnaiah	Librarian	Chairperson
3.	Mr.D.Durga Prasad	Faculty	Member
4.	Mrs.sk.salma	Faculty	Member
5.	Dr.Sk.Afsar	Faculty	Member
6.	K.Sai Gokul	Student	Member

  
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**NPC/LC-MoM /2019-20/01**

**Date: 08/07/2019**

## **Minutes of Library Committee meeting**

The Library Committee Meeting for the Academic year 2019-20 was held on 8<sup>th</sup> Jul 2019 from 11:00am-12:30pm at Principal's chamber, Narayana Pharmacy College, Chinthareddypalem, Nellore and the following members attended the meeting.


### **Following points were discussed in the meeting:**

1. Library hours in the time table
2. Pest control in the library
3. Maintenance of systems in library
4. Renewal of online journals subscription
5. Additional racks for placing the books and periodicals
6. Importance of using the library should be insisted among the students

### **Committee members:**

S.No.	Name of the Faculty	Position	Signature
1.	Dr.K.Harinadha Baba	convener	
2.	Mr.CH.Munikrishnaiah	Librarian	
3.	Mr.D.Durga Prasad	Faculty	
4.	Mrs. CH.Lalitha	Faculty	
5.	Mrs.M.Krishnaveni	Faculty	
6.	K.Sai Gokul	Student	K. Sai Gokul

  
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**NPC/Principal/Office Order/2019-20/2**

**Date: 10/11/2019**

## **PROCEEDINGS OF THE OFFICE ORDER**

A Committee consisting of the following members is constituted as library Committee and shall remain in force until reconstruction.

### **COMPOSITION OF LIBRARY COMMITTEE**

<b>S.No.</b>	<b>Name of the Faculty</b>	<b>Designation</b>	<b>Position</b>
1.	Dr.K.Harinadha Baba	Principal	Convener
2.	Mr Ch.Munikrishnaiah	Librarian	Co-convener
3.	Mr A.Avinash	Faculty	Member
4.	Mrs Sk. Salma	Faculty	Member
5.	Mr.K.Arun chandra	Faculty	Member
6.	P.Ganesh	Student	Member

### **ROLES AND RESPONSIBILITIES:**

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- To maintain a separate Digital Library section with good number of computer systems and digital volumes/Journals useful for the readers.

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**NPC/LC/Annual Meeting /2019-20/02**

**Date: 10/12/2019**

## **CIRCULAR**

### **Subject: Library Committee meeting**

The library Committee meeting for the academic year 2019-20 has been planned to be conducted on 10th Dec 2019 Tuesday at 11.00 am. All the library Committee members are hereby informed to attend the meeting without fail.

Venue: Principal's Chamber.

### **Agenda:**

1. Library Budget proposal for the Academic year 2019-20.
2. Renewals of e-learning resources for the Academic year 2019-20

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**Copy to:**

### **Library Committee members**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Conveyner
2.	Mr.Ch.Muni Krishnaiah	Librarian	Co-convener
3.	Mr.D.Durga Prasad	Faculty	Member
4.	Mrs.sk.salma	Faculty	Member
5.	.Dr.Sk.Afsar	Faculty	Member
6.	P.Ganesh	Student	Member

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NPC/LC-MoM /2019-20/02

Date: 10/12/2019

## **Minutes of Library Committee meeting**

The Library Committee Meeting for the Academic year 2019-20 was held on 10<sup>th</sup> Dec 2019 from 12:00am-1:30 pm at Principal's chamber, Narayana Pharmacy College, Chinthareddypalem, Nellore and the following members attended the meeting.

### **Following points were discussed in the meeting:**

1. To Allocate budget to the departments for both UG and PG.
2. Development of e-access for books and journals.
3. Binding of damaged books and back volumes.
4. Subscription of National/international periodicals.
5. General rules and regulations that a student should follow in our library.
6. General library developments.

### **Committee members:**

S.No.	Name of the Faculty	Position	Signature
1.	Dr.K.Harinadha Baba	Principal	
2.	Mr.CH.Munikrishnaiah	Librarian	
3.	Mr.D.Durga Prasad	Faculty	
4.	Mrs.Ch.Lalitha	Faculty	
5.	Mrs.M.Krishnaveni	Faculty	
6.	P.Ganesh	Student	

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NPC/Principal/Office Order/2020-21/3

Date: 23/11/2020

## **PROCEEDINGS OF THE OFFICE ORDER**

A Committee consisting of the following members is constituted as library Committee and shall remain in force until reconstruction.

### **COMPOSITION OF LIBRARY COMMITTEE**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Convener
2.	Mr.Ch.Munikrishnaiah	Librarian	Co-convener
3.	Mr A.Avinash	Faculty	Member
4.	Mrs Sk. Salma	Faculty	Member
5.	Dr.S.Sujatha	Faculty	Member
6.	K.Divya	Student	Member

### **ROLES AND RESPONSIBILITIES:**

- To guide the Librarian in formulating general library policies and regulations which govern the functions of the library.  
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**NPC/LC/Annual Meeting /2020-21/03**

**Date: 05/12/2020**

## **CIRCULAR**

### **Subject: Library Committee meeting**

The library Committee meeting for the academic year 2020-21 has been planned to be conducted on 05th Dec 2020 Saturday 11.00 am. All the library Committee members are hereby informed to attend the meeting without fail.

Venue: Principal's Chamber.

### **Agenda:**

1. Library Budget proposal for the Academic year 2020-21.
2. Renewals of e-learning resources for the Academic year 2020-21

**Copy to:**

### **Library Committee members**

S.No.	Name of the Faculty	Designation	Position
1.	.Dr.K.Harinadha Baba	Principal	Convener
2.	Mr.ch.Muni Krishnaiah	Librarian	Co-convener
3.	Mr.D.Durga Prasad	Faculty	Member
4.	Mr.A.Avinash	Faculty	Member
5.	.Dr.S.Sujatha	Faculty	Member
6.	K.Divya	Student	Member

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NPC/LC-MoM /2020-21/03

Date: 5/12/2020

## **Minutes of Library Committee meeting**

The Library Committee Meeting for the Academic year 2019-20 was held on 5<sup>th</sup> Dec 2019 from 12:00am-1:30 pm at Principal's chamber, Narayana Pharmacy College, Chinthareddypalem, Nellore and the following members attended the meeting.

### **Following points were discussed in the meeting:**

1. Library hours-students must be accompanied by the faculty members
2. Issues of books to students with barcode in ID card
3. Maintenance of library books
4. Subscription of National/international periodicals.
5. Subscription of DELNET e-journals.
6. General library developments.

### **Committee members:**

S.No.	Name of the Faculty	Position	Signature
1.	Dr.K.Harinadha Baba	Principal	
2.	Mr.CH.Munikrishnaiah	Librarian	
3.	Mr.D.Durga Prasad	Faculty	
4.	Mrs.Lalitha	Faculty	
5.	Mrs.M.Krishnaveni	Faculty	
6.	K.Divya	Student	

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NPC/Principal/Office Order/2021-22/4

Date: 25/11/2021

## **PROCEEDINGS OF THE OFFICE ORDER**


A Committee consisting of the following members is constituted as library Committee and shall remain in force until reconstruction.

### **COMPOSITION OF LIBRARY COMMITTEE**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Convener
2.	Mrs.N.Usha	Librarian	Co-convener
3.	Dr.Afsar	Faculty	Member
4.	Dr.S.Sujatha	Faculty	Member
5.	Dr.P.Yanadaiah	Faculty	Member
6.	V.Sai Bharath	Student	Member

### **ROLES AND RESPONSIBILITIES:**

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- To create the ambience for the learners to maximize the learning by accessing various learning resources.
- To define policy for procurement of books and journals and render advice to the purchase committee for library procurements
- To supervise the allocation and utilization of funds for different departments for purchase of books and journals for the library.
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**NPC/LC/Annual Meeting /2021-22/4**

**Date: 11/12/2021**

## **CIRCULAR**

### **Subject: Library Committee meeting**

The library Committee meeting for the academic year 2021-22 has been planned to be conducted on 11th Dec 2021 Saturday 11.00 am. All the library Committee members are hereby informed to attend the meeting without fail.

Venue: Principal's Chamber.

#### **Agenda:**

1. Library Budget proposal for the Academic year 2021-22.
2. Renewals of e-learning resources for the Academic year 2021-22.


#### **Copy to:**

#### **Library Committee members**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Conveyer
2.	Mrs.N.Usha	Librarian	Co-convener
3.	Mr.D.Durga Prasad	Faculty	Member
4.	Mr.A.Avinash	Faculty	Member
5.	Dr.S.Sujatha	Faculty	Member
6.	V.Sai Bharath	Student	Member

  
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NPC/LC-MoM /2021-22/04

Date: 11/12/2021

## **Minutes of Library Committee meeting**

The Library Committee Meeting for the Academic year 2021-22 was held on 11<sup>th</sup> Dec 2021 from 12:00am-1:00 pm at Principal's chamber, Narayana Pharmacy College, Chinthareddypalem, Nellore and the following members attended the meeting.

### **Following points were discussed in the meeting:**

1. Library hours-students must be accompanied by the faculty members
2. Issues of books to students with barcode in ID card
3. Maintenance of library books
4. Subscription of National/international periodicals.
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### **Committee members:**

S.No.	Name of the Faculty	Position	Signature
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2.	Mrs.N.Usha	Librarian	
3.	Mr.K..Durga Prasad	Faculty	
4.	Mrs.CH.Lalitha	Faculty	
5.	Mrs.M.Krishnaveni	Faculty	
6.	V.Sai Bharath	Student	V. Sai Bharath

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NPC/Principal/Office Order/2022-23/5

Date: 02/07/2022

## **PROCEEDINGS OF THE OFFICE ORDER**


A Committee consisting of the following members is constituted as library Committee and shall remain in force until reconstruction.

### **COMPOSITION OF LIBRARY COMMITTEE**

<b>S.No.</b>	<b>Name of the Faculty</b>	<b>Designation</b>	<b>Position</b>
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4.	Dr.S.Sujatha	Faculty	Member
5.	Mr.A.Avinash	Faculty	Member
6.	P.Vedavathi	Student	Member

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Phone & Fax No :0861-2317966; Cell No :+91- 9392901053

Email: [principal.npc@narayanagroup.com](mailto:principal.npc@narayanagroup.com) Visit us: [www.narayanapharmacycollege.com](http://www.narayanapharmacycollege.com)

- To define policy for procurement of books and journals and render advice to the purchase committee for library procurements
- To supervise the allocation and utilization of funds for different departments for purchase of books and journals for the library.
- To provide and update the resources required to carry out research.
- To maintain a separate Digital Library section with good number of computer systems and digital volumes/Journals useful for the readers.

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NPC/LC/Annual Meeting /2022-23/5

Date: 08/07/2022

## **CIRCULAR**

### **Subject: Library Committee meeting**

The library Committee meeting for the academic year 2022-23 has been planned to be conducted on 18<sup>th</sup> Jul 2022 Monday 11.00 am. All the library Committee members are hereby informed to attend the meeting without fail.

Venue: Principal's Chamber.


### **Agenda:**

1. Library Budget proposal for the Academic year 2022-23.
2. Renewals of e-learning resources for the Academic year 2022-23.

Copy to:

### **Library Committee members**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Conveyner
2.	Mrs.N.Usha	Librarian	Co-convener
3.	Dr.S.Sujatha	Faculty	Member
4.	Mr.A.Avinash	Faculty	Member
5.	Dr.Sk.Afsar	Faculty	Member
6.	P.Vedavathi	Student	Member

  
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NPC/LC-MoM /2022-23/5

Date: 18/07/2022

## **Minutes of Library Committee meeting**

The Library Committee Meeting for the Academic year 2022-23 was held on 18<sup>th</sup> Jul 2022 from 12:00am-1:00 pm at Principal's chamber, Narayana Pharmacy College, Chinthareddypalem, Nellore and the following members attended the meeting.

### **Following points were discussed in the meeting:**

1. Subscription of New volumes
2. Subscription of National/international periodicals
3. Maintenance of library books
4. Repair of Air conditioners in the library.
5. .Pest control in the library
6. General library developments.

### **Committee members:**

S.No.	Name of the Faculty	Position	Signature
1.	Dr.K.Harinadha Baba	Principal	
2.	Mrs.N.Usha	Librarian	
3.	Dr.Sk.Afsar	Faculty	
4.	Mrs.M.Suchitra	Faculty	
5.	Mr.A.Avinash	Faculty	
6.	P.Vedavathi	Student	

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NPC/Principal/Office Order/2022-23/6

Date: 12/11/2022

## **PROCEEDINGS OF THE OFFICE ORDER**


A Committee consisting of the following members is constituted as library Committee and shall remain in force until reconstruction.

### **COMPOSITION OF LIBRARY COMMITTEE**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Convener
2.	Mrs.N.Usha	Librarian	Co-convener
3.	Dr.Chinababu	Faculty	Member
4.	Dr.S.Sujatha	Faculty	Member
5.	Dr.M.Suchitra	Faculty	Member
6.	P.Gayathri	Student	Member

### **ROLES AND RESPONSIBILITIES:**

- To guide the Librarian in formulating general library policies and regulations which govern the functions of the library.  
To formulate policies and procedures for efficient use of Library resources.
- To provide uninterrupted access to physical and online information to satisfy the requirements of the learners.
- To enrich the various resources of information and knowledge to the learners.
- To create the ambience for the learners to maximize the learning by accessing various learning resources.
- To define policy for procurement of books and journals and render advice to the purchase committee for library procurements

  
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- To supervise the allocation and utilization of funds for different departments for purchase of books and journals for the library.
- To provide and update the resources required to carry out research.
- To maintain a separate Digital Library section with good number of computer systems and digital volumes/Journals useful for the readers.

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NPC/LC/Annual Meeting /2022-23/6

Date: 10/12/2022

## **CIRCULAR**

### **Subject: Library Committee meeting**

The library Committee meeting for the academic year 2022-23 has been planned to be conducted on 10<sup>th</sup> Dec 2022 Saturday 11.00 am. All the library Committee members are hereby informed to attend the meeting without fail.

Venue: Principal's Chamber.

### **Agenda:**

1. Library Budget proposal for the Academic year 2022-23.
2. Renewals of e-learning resources for the Academic year 2022-23.

Copy to:

### **Library Committee members**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Conveyner
2.	Mrs.N.Usha	Librarian	Co-convener
3.	Dr.S.Sujatha	Faculty	Member
4.	Mr.A.Avinash	Faculty	Member
5.	Dr.M.Suchitra	Faculty	Member
6.	P.Gayathri	Student	Member

  
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NPC/LC-MoM /2022-23/6

Date: 10/12/2022

## **Minutes of Library Committee meeting**

The Library Committee Meeting for the Academic year 2022-23 was held on 10<sup>th</sup> Dec 2022 from 12:00am-1:00 pm at Principal's chamber, Narayana Pharmacy College, Chinthareddypalem, Nellore and the following members attended the meeting.

### **Following points were discussed in the meeting:**

1. Subscription of New volumes
2. Subscription of National/international periodicals
3. Maintenance of library books
4. Library hours to be increase
5. To Allocate budget to the departments for both UG and PG.
6. General library developments.

### **Committee members:**

S.No.	Name of the Faculty	Position	Signature
1.	Dr.K.Harinadha Baba	Principal	
2.	Mrs.N.Usha	Librarian	
3.	Dr.S.Sujatha	Faculty	
4.	Mrs.M.Suchitra	Faculty	
5.	Mr.A.Avinash	Faculty	
6.	P.Gayathri	Student	

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NPC/Principal/Office Order/2023-24/7

Date: 01/06/2023

## **PROCEEDINGS OF THE OFFICE ORDER**

A Committee consisting of the following members is constituted as library Committee and shall remain in force until reconstruction.

### **COMPOSITION OF LIBRARY COMMITTEE**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Convener
2.	Mrs.N.Usha	Librarian	Co-convener
3.	Mr.A.Avinash	Faculty	Member
4.	Dr.S.Sujatha	Faculty	Member
5.	Dr.M.Suchitra	Faculty	Member
6.	SK.Ameena	Student	Member

### **ROLES AND RESPONSIBILITIES:**

- To guide the Librarian in formulating general library policies and regulations which govern the functions of the library.  
To formulate policies and procedures for efficient use of Library resources.
- To provide uninterrupted access to physical and online information to satisfy the requirements of the learners.
- To enrich the various resources of information and knowledge to the learners.
- To create the ambience for the learners to maximize the learning by accessing various learning resources.
- To define policy for procurement of books and journals and render advice to the purchase committee for library procurements

  
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- To supervise the allocation and utilization of funds for different departments for purchase of books and journals for the library.
- To provide and update the resources required to carry out research.
- To maintain a separate Digital Library section with good number of computer systems and digital volumes/Journals useful for the readers.

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NPC/LC/Annual Meeting /2023-24/7

Date: 10/07/2023

## **CIRCULAR**

### **Subject: Library Committee meeting**

The library Committee meeting for the academic year 2023-24 has been planned to be conducted on 10<sup>th</sup> Jul 2023 Monday 11.00 am. All the library Committee members are hereby informed to attend the meeting without fail.

Venue: Principal's Chamber.

### **Agenda:**

1. Library Budget proposal for the Academic year 2023-24.
2. Renewals of e-learning resources for the Academic year 2023-24.

Copy to:

### **Library Committee members**

S.No.	Name of the Faculty	Designation	Position
1.	Dr.K.Harinadha Baba	Principal	Conveyner
2.	Mrs.N.Usha	Librarian	Co-convener
3.	Dr.S.Sujatha	Faculty	Member
4.	Mr.A.Avinash	Faculty	Member
5.	Ms.Sk.Salma Sulthana	Faculty	Member
6.	SK.Ameena	Student	Member

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NPC/LC-MoM /2023-24/8

Date: 02/12/2023

## **Minutes of Library Committee meeting**


The Library Committee Meeting for the Academic year 2023-24 was held on 2nd Dec 2023 from 11:30am-12:30 pm at Principal's chamber, Narayana Pharmacy College, Chinthareddypalem, Nellore and the following members attended the meeting.

### **Following points were discussed in the meeting:**

1. Budget allocation for library.
2. Library hours in the time table.
3. Maintenance of systems in library.
4. Maintenance of systems in library.
5. Requirement of each department for books and journals.
6. Issues of books to students with barcode in ID card

### **Committee members:**

S.No.	Name of the Faculty	Position	Signature
1.	Dr.K.Harinadha Baba	Principal	
2.	Mrs.N.Usha	Librarian	
3.	Dr.S.Sujatha	Faculty	
4.	Mrs.M.Suchitra	Faculty	
5.	Mr.A.Avinash	Faculty	
6.	T.Sai Pranav	Student	

  
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