



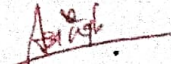
LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Swami Vivekanand Library

Year -2016

Roles and responsibilities :-

- Establish and implement library policies and procedures.
- Develop, organize and maintain library collections to meet the demands of specific user groups.
- Responding to requests from faculty, students and staff library users.
- Keep a budget to repair, replace or get new reading materials.
- Library materials must be checked out before leaving the library.
- Fees may be charged for damaged, lost or stolen materials.
- Renew books on time.
- Library cards can only be used by the card owner.
- Checking books in and out at the front desk.
- Maintaining records of books taken out and books brought back.
- Managing the payment of fines.
- Ensure a current and accurate inventory of library materials.
- Maintain records and prepare statistical and analytical reports.
- Assist users in the location of specific material and information.
- Keeps statistical records on usage, circulation, etc.
- Notifies students when reserved books are available.
- Keeps the library organized, clean, neat, and welcoming to visitors.
- Prepares bulletin boards and displays on a regular basis.


Dr. Anil Singh
(Principal)

Principal
Lucknow Public College of Professional Studies
vinamra Khand, Gumti Nagar Lko



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC THE COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/PRINCIPAL/16-17/...0.7./..0.11

Date: 19/07/2016

OFFICE ORDER

LIBRARY COMMITTEE

The college is pleased to inform that following Library Committee for the session 2016-17 has been constituted. Following faculties are hereby appointed for the representation of Library Committee.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Ms. Akanksha Goel | Member |
| 5 | Mr. Virendra Pratap Singh | Member |


Prof. Anil Singh

Principal
Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.

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3. Notice board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/16-17/.....

Date: 10/09/2016

Meeting Notice

Meeting of Library Committee is scheduled on 15/09/2016 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Review of previous year Library Budget and introduction of committee members.
2. Rules and Regulations of Library for Faculty and Students.
3. Issue of books to the students for even semester.
4. Any other points with the permission of Chair.

Signature of the committee members:

1. Ms. Shushma Singh

1. Dr. Ashish Kaushal

2. Dr. Richa Mishra

3. Mr. Ajay Gupta

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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4. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/16-17/.....02.....

Date: 16/09/2016

Minutes of Meeting

Meeting of Library Committee was held on 15/09/2016 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|--------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Ms. Shushma Singh | Co-coordinator |
| 3 | Dr. Ashish Kaushal | Member |
| 4 | Dr. Richa Mishra | Member |
| 5 | Mr. Ajay Gupta | Member |

According to agenda following points were covered:

1. As per agenda Coordinator have given brief introduction of all committee members of the committee.
2. On recommendation of Academic Council point 1 of the agenda was discussed and the same was prepared and handed over to the Librarian.
3. After discussion with coordinator all members agreed to tell the name of books by the subject teacher for purchase.
4. All committee members agreed with Librarian for distribution of books in odd semester.
5. No any other point was raised by any member.

Abhinandana

**Abhinandana
Coordinator
(Library Committee)**

Copy to:

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4. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/16-17/...03.....

Date: 10/12/2016

Meeting Notice

Meeting of Library Committee is scheduled on 14/12/2016 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Purchase of Books.
2. Returning of books to Library by the students.
3. Issue of books to the students for Even Semester.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia *Neel*
2. Ms. Vinodini Verma *Vinodini*
3. Ms. Akanksha Goel *Akanksha*
4. Mr. Virendra Pratap Singh *Virendra*

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/16-17/.....Q.4.....

Date: 18/12/2016

Minutes of Meeting

Meeting of Library Committee was held on 14/12/2016 in Library at 3.00 PM. Following members were present.

| S. No | Name | Post |
|-------|---------------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Ms. Akanksha Goel | Member |
| 5. | Mr. Virendra Pratap Singh | Member |

According to agenda following points were covered:

1. After discussion with Coordinator all members agreed to call the name of books by the subject teacher for purchase of books.
2. Students should be instructed by librarian to submit their odd semester books with in time frame.
3. All members and Coordinator agreed to issue books for the students with in very short time commencement of even semester.
4. No any other issue was raised by the Coordinator.

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/16-17/...O.O.S.....

Date: 10/03/2017

Meeting Notice

Meeting of Library Committee is scheduled on 15/03/2017 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Review of previous financial year 2016-17.
2. Rules and Regulations of Library for Faculty and Students.
3. Proposal for allocation of Budget for next financial year 2017-18.
4. Any other points with the permission of Chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia *Neel*
2. Ms. Vinodini Verma *Vinodini*
3. Ms. Akanksha Goel *Akanksha*
4. Mr. Virendra Pratap Singh *Virendra*

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/16-17/.....*Q.P. 6*.....

Date: 16/03/2017

Minutes of Meeting

Meeting of Library Committee was held on 15/03/2017 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Ms. Akanksha Goel | Member |
| 5. | Mr. Virendra Pratap Singh | Member |

According to agenda following points were covered:

1. The output for meetings and implementations of library in previous year 2016-17 was found satisfactory.
2. Agenda 2 was raised by one of the committee members and discussed with Chairperson in the meeting. The committee decided to send the proposal of the **allocation Budget, Rs.22, 00000** for next financial year to Management.
3. Agenda 2 was discussed and the same was prepared and handed over to the Librarian.
4. No any other point was raised by any member.

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/16-17/...007.....

Date: 04/04/2017

Meeting Notice

Meeting of Library Committee is scheduled on 11/04/2017 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting as follows:

1. Purchase of Books, Magazines and Journals.
2. Issue of books for students from library.
3. Implementation status of Rules and Regulations in Library.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia

2. Ms. Vinodini Verma

3. Ms. Akanksha Goel

4. Mr. Virendra Pratap Singh

Neelam Kanaujia
Vinodini Verma
Akanksha Goel

Abhinandana

Abhinandana
Coordinator
(Library Committee)

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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/16-17/009.....

Date: 13/04/2017

Minutes of Meeting

Meeting of Library Committee was held on 11/04/2017 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Mr. Virendra Pratap Singh | Member |

According to agenda following points were covered:

1. Agenda 1 was raised by the members and the same was discussed with chairperson, members reached on conclusion that requirement for books will be asked to the subject teachers, magazines are also essential part of competitive exams so they should be purchased. The Journal is also a part of study so they should also be purchased.
2. Agenda 2 was raised by few members and after discussion with chairperson; committee agreed that the issue of book for students should be done very soon. i. e till the last date of August.
3. As per discussion with Librarian the rules and regulations are implemented and they have been pasted on Library notice board.
4. No any other point was raised.

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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4. Notice Board



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LUCKNOW PUBLIC COLLEGE
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LUCKNOW PUBLIC THE COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/PRINCIPAL/17-18/...0:7...|..5.11.

Date: 03/07/2017

OFFICE ORDER

LIBRARY COMMITTEE

The college is pleased to inform that following Library Committee for the session 2017-18 has been constituted. Following faculties are hereby appointed for the representation of Library Committee.

| S. No. | Name | Post |
|--------|------------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Ms. Akanksha Goel | Member |
| 5 | Mr. Saurabh Srivastava | Member |

Prof. Anil Singh

Principal

Principal

Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko

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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/17-18/..009,.....

Date: 02/12/2017

Meeting Notice

Meeting of Library Committee is scheduled on 05/12/2017 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Purchase of Books.
2. Returning of books to Library by the students.
3. Issue of books to the students for Even Semester.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia *Neelam*
2. Ms. Vinodini Verma *Vinodini*
3. Ms. Akanksha Goel *Akanksha*
4. Mr. Saurabh Srivastava *Saurabh*

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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3. All Concerned Department
4. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/17-18/..Q.10.....

Date: 08/12/2017

Minutes of Meeting

Meeting of Library Committee was held on 05/12/2017 in Library at 3.00 PM. Following members were present.

| S. No | Name | Post |
|-------|---------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Ms. Akanksha Goel | Member |

According to agenda following points were covered:

1. After discussion with chairperson all members agreed to call the name of books by the subject teacher for purchase of books.
2. Students should be instructed by librarian to submit their odd semester books with in time frame.
3. All members and Chairperson agreed to issue books for the students with in very short time commencement of even semester.
4. No any other issue was raised by the chairperson.

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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Ref.: LPCPS/COMM/LIB/17-18/....QIL.....

Date: 05/03/2018

Meeting Notice

Meeting of Library Committee is scheduled on 09/03/2018 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Review of previous financial year 2017-18.
2. Proposal for allocation of Budget for next financial year 2018-19.
3. Any other points with the permission of Chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia

2. Ms. Vinodini Verma

3. Ms. Akanksha Goel

4. Mr. Saurabh Srivastava

Neelam Kanaujia
Vinodini Verma
Akanksha Goel
Saurabh Srivastava

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/17-18/.....012.....

Date: 11/03/2018

Minutes of Meeting

Meeting of Library Committee was held on 09/03/2018 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|------------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Mrs. Neelam Kannaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Ms. Akanksha Goel | Member |
| 5. | Mr. Saurabh Srivastava | Member |

According to agenda following points were covered:

1. The output for meetings and implementations of library committee in previous year 2017-18 was found satisfactory.
2. Point 2 of agenda was raised by one of the committee members and discussed with Chairperson in the meeting. The committee decided to send the proposal of the allocation Budget Rs.23, 00000 for next financial year to Management.
3. No any other point was raised by any member.

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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3. All Concerned Department
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LPCPS
LUCKNOW PUBLIC COLLEGE
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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/17-18/.....Q.13.....

Date: 30/03/2018


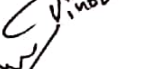


Meeting Notice

Meeting of Library Committee is scheduled on 08/04/2018 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting as follows:

1. Purchase of Books, Magazines and Journals.
2. Issue of books for students from library.
3. Implementation status of Rules and Regulations in Library.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Mrs. Neelam Kannaujia 
2. Ms. Vinodini Verma 
3. Ms. Akanksha Goel 
4. Mr. Saurabh Srivastava 


Abhinandana
Coordinator
(Library Committee)

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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/17-18/...Q.I./.....

Date: 10/04/2018

Minutes of Meeting

Meeting of Library Committee was held on 08/04/2018 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|------------------------|----------------|
| 1 | Ms. Abhinandana | Coordinator |
| 2 | Mrs. Neelam Kannaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Ms. Akanksha Goel | Member |
| 5. | Mr. Saurabh Srivastava | Member |

According to agenda following points were covered:

1. Agenda 1 was raised by the members and the same was discussed with chairperson, members reached on conclusion that requirement for books will be asked to the subject teachers, magazines are also essential part of competitive exams so they should be purchased. The Journal is also a part of study so they should also be purchased.
2. Agenda 2 was raised by few members and after discussion with chairperson; committee agreed that the issue of book for students should be done very soon.
3. As per discussion with Librarian the rules and regulations are implemented and they have been pasted on Library notice board.
4. No any other point was raised.

Abhinandana
Abhinandana
Coordinator
(Library Committee)

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LPCPS
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LUCKNOW PUBLIC THE COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/PRINCIPAL/18-19/...07...07.

Date: 10/07/2018

OFFICE ORDER

LIBRARY COMMITTEE

The college is pleased to inform that following Library Committee for the session 2018-19 has been constituted. Following faculties are hereby appointed for the representation of Library Committee.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Ajay Gupta | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Mr. Mayank Singh | Member |
| 5 | Mr. Virendra Pratap Singh | Member |


Prof. Anil Singh

Principal

Copy to:

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Principal
Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.



LPCPS
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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/18-19/....0.15.....

Date: 05/12/2018

Meeting Notice

Meeting of Library Committee is scheduled on **08/12/2018** in Library at **2.30 PM**. All the members are requested to attend the meeting.

The agenda for meeting:

1. Purchase of Books.
2. Returning of books to Library by the students.
3. Issue of books to the students for Even Semester.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Mrs. Neelam Kannaujia

2. Ms. Vinodini Verma

3. Mr. Mayank Singh

4. Mr. Virendra Pratap Singh


Ajay Gupta
Coordinator
(Library Committee)

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LUCKNOW PUBLIC COLLEGE
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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/18-19/.....Q.1.6.....

Date: 10/12/2018


Minutes of Meeting

Meeting of Library Committee was held on 08/12/2018 in Library at 3.00 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Ajay Gupta | Coordinator |
| 2 | Mrs. Neelam Kannaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Mr. Mayank Singh | Member |
| 5. | Mr. Virendra Pratap Singh | Member |

According to agenda following points were covered:

1. After discussion with chairperson all members agreed to call the name of books by the subject teacher for purchase of books.
2. Students should be instructed by librarian to submit their odd semester books with in time frame.
3. All members and Chairperson agreed to issue books for the students with in very short time commencement of even semester.
4. No any other issue was raised by the chairperson.


Ajay Gupta
Coordinator
(Library Committee)

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3. All Concerned Department
4. Notjce Board



LPCPS
LUCKNOW PUBLIC COLLEGE
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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/18-19/...Q17.....

Date: 05/03/2018


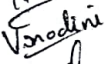


Meeting Notice

Meeting of Library Committee is scheduled on 09/03/2018 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Review of previous financial year 2017-18.
2. Proposal for allocation of Budget for next financial year 2018-19.
3. Any other points with the permission of Chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia 
2. Ms. Vinodini Verma 
3. Ms. Akanksha Goel 
4. Mr. Saurabh Srivastava 



Abhinandana
Coordinator
(Library Committee)

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LPCPS
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LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/18-19/.....018.....

Date: 03/04/2019


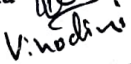

Meeting Notice

Meeting of Library Committee is scheduled on 07/04/2019 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting as follows:

1. Purchase of Books, Magazines and Journals.
2. Issue of books for students from library.
3. Implementation status of Rules and Regulations in Library.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Mrs. Neelam Kannaujia 
2. Ms. Vinodini Verma 
3. Mr. Mayank Singh 
4. Mr. Virendra Pratap Singh


Ajay Gupta
Coordinator
(Library Committee)

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4. All Concerned Department
5. Notice Board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/18-19/.....0.19.....

Date: 09/04/2019


Minutes of Meeting

Meeting of Library Committee was held on 07/04/2019 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Ajay Gupta | Coordinator |
| 2 | Mrs. Neelam Kannaujia | Co-coordinator |
| 3 | Ms. Vinodini Verma | Member |
| 4 | Mr. Mayank Singh | Member |
| 5 | Mr. Virendra Pratap Singh | Member |

According to agenda following points were covered:

1. Agenda 1 was raised by the members and the same was discussed with chairperson, members reached on conclusion that requirement for books will be asked to the subject teachers, magazines are also essential part of competitive exams so they should be purchased. The Journal is also a part of study so they should also be purchased.
2. Agenda 2 was raised by few members and after discussion with chairperson; committee agreed that the issue of book for students should be done very soon.
3. As per discussion with Librarian the rules and regulations are implemented and they have been pasted on Library notice board.
4. No any other point was raised.


Ajay Gupta
Coordinator
(Library Committee)

Copy to:

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3. Director, IQAC
4. All Concerned Department
5. Notice Board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC THE COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/PRINCIPAL/19-20/....०.७.।.०.६

Date: 08/07/2019

OFFICE ORDER

LIBRARY COMMITTEE

The college is pleased to inform that following Library Committee for the session 2019-20 has been constituted. Following faculties are hereby appointed for the representation of Library Committee.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Mr. Dheeraj Pandey | Member |
| 5 | Ms. Aanchal Praveen | Member |
| 6 | Mr. Manish Sachan | Member |


Prof. Anil Singh

Principal

Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.

Copy to:

1. Dean Academics
2. Director, IQAC
3. All Concerned Department
4. Notice board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/19-20/.....019.....

Date: 09/12/2019

Meeting Notice

Meeting of Library Committee is scheduled on 10/12/2019 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Purchase of Books.
2. Returning of books to Library by the students.
3. Issue of books to the students for Even Semester.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Mrs. Neelam Kanaujia *Neel*
2. Dr. Aditya Kishore Bajpai *A*
3. Mr. Manish Sachan *M*
4. Ms. Aanchal Praveen *AP*
5. Mr. Dheeraj Pandey *D*

Saurabh
Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/19-20/.....Q.2.Q.....

Date: 12/12/2019

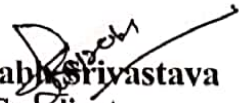
Minutes of Meeting

Meeting of Library Committee was held on 10/12/2019 in Library at 3.00 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Mrs. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Mr. Dhceraj Pandey | Member |
| 5 | Ms. Aanchal Praveen | Member |

According to agenda following points were covered:

1. After discussion with chairperson all members agreed to call the name of books by the subject teacher for purchase of books.
2. Students should be instructed by librarian to submit their odd semester books with in time frame.
3. All members and Chairperson agreed to issue books for the students with in very short time commencement of even semester.
4. No any other issue was raised by the chairperson.


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/19-20/.....021.....

Date: 05/03/2020






Meeting Notice

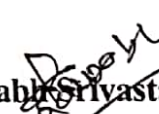
Meeting of Library Committee is scheduled on 10/03/2020 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Review of previous financial year 2019-20.
2. Proposal for allocation of Budget for next financial year 2020-21.
3. Any other points with the permission of Chair.

Signature of the committee members:

1. Mrs. Neelam Kanaujia 
2. Dr. Aditya Kishore Bajpai 
3. Mr. Manish Sachan 
4. Ms. Aanchal Praveen 
5. Mr. Dheeraj Pandey 


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/19-20/...0.22.....

Date: 12/03/2020


Minutes of Meeting

Meeting of Library Committee was held on 10/03/2020 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Mrs. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Mr. Dheeraj Pandey | Member |
| 5 | Ms. Aanchal Praveen | Member |
| 6 | Mr. Manish Sachan | Member |

According to agenda following points were covered:

1. The output for meetings and implementations of library committee in previous year 2019-20 was found satisfactory.
2. Agenda 2 was raised by one of the committee members and discussed with Chairperson in the meeting. The committee decided to send the proposal of the allocation Budget Rs. 15, 00000 for next financial year to Management.
3. No any other point was raised by any member.


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/19-20/..023.....

Date: 29/03/2020

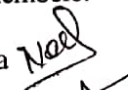
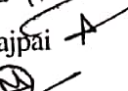


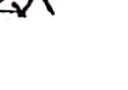
Meeting Notice


Meeting of Library Committee is scheduled on 05/04/2020 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting as follows:

1. Purchase of Books, Magazines and Journals.
2. Issue of books for students from library.
3. Implementation status of Rules and Regulations in Library.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Mrs. Neelam Kanaujia 
2. Dr. Aditya Kishore Bajpai 
3. Mr. Manish Sachan 
4. Ms. Aanchal Praveen 
5. Mr. Dheeraj Pandey 


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Head, Department of Commerce & Management
4. Head, Department of Arts
5. Head, Department of Science
6. Notice Board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC THE COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/PRINCIPAL/20-21/...0.7.1.0...7.

Date: 08/07/2020

OFFICE ORDER

LIBRARY COMMITTEE

The college is pleased to inform that following Library Committee for the session 2020-21 has been constituted. Following faculties are hereby appointed for the representation of Library Committee.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Dr. Mayank Singh | Member |
| 5 | Ms. Aanchal Praveen | Member |
| 6 | Mr. Manish Sachan | Member |


Prof. Anil Singh

Principal

Principal
Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.

Copy to:

1. Dean Academics
2. Director, IQAC
3. All Concerned Department
4. Notice board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/20-21/...0.24/.....

Date: 11/12/2020





Meeting Notice


Meeting of Library Committee is scheduled on 13/12/2020 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Purchase of Books.
2. Returning of books to Library by the students.
3. Issue of books to the students for Even Semester.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Mrs. Neelam Kanaujia 
2. Dr. Aditya Kishore Bajpai
3. Mr. Manish Sachan 
4. Ms. Aanchal Praveen 
5. Dr. Mayank Singh 


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/20-21/...025.....

Date: 15/12/2020


Minutes of Meeting

Meeting of Library Committee was held on 13/12/2020 in Library at 3.00 PM. Following members were present.

| S. No. | Name | Post |
|--------|------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Mrs. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Mayank Singh | Member |
| 4 | Ms. Aanchal Praveen | Member |
| 5 | Mr. Manish Sachan | Member |

According to agenda following points were covered:

1. After discussion with chairperson all members agreed to call the name of books by the subject teacher for purchase of books.
2. Students should be instructed by librarian to submit their odd semester books with in time frame.
3. All members and Chairperson agreed to issue books for the students with in very short time commencement of even semester.
4. No any other issue was raised by the chairperson.


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Deap Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Date: 02/03/2021

Ref.: LPCPS/COMM/LIB/20-21/..026.....






Meeting Notice


Meeting of Library Committee is scheduled on 05/03/2021 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Review of previous financial year 2020-21.
2. Proposal for allocation of Budget for next financial year 2021-22.
3. Any other points with the permission of Chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia 
2. Dr. Aditya Kishore Bajpai 
3. Mr. Manish Sachan 
4. Ms. Aanchal Praveen 
5. Dr. Mayank Singh 


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/20-21/..027.....

Date: 08/03/2021

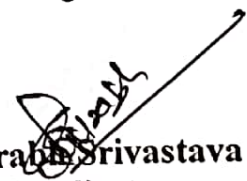
Minutes of Meeting

Meeting of Library Committee was held on 05/03/2021 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Dr. Mayank Singh | Member |
| 5 | Ms. Aanchal Praveen | Member |
| 6 | Mr. Manish Sachan | Member |

According to agenda following points were covered:

1. The output for meetings and implementations of library committee in previous year 2020-21 was found satisfactory.
2. Agenda 2 was raised by one of the committee members and discussed with Chairperson in the meeting. The committee decided to send the **proposal of the allocation of Budget 27,00000** for next financial year to the Management.
3. No any other point was raised by any member.


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/20-21/029.....

Date: 08/04/2021


Minutes of Meeting

Meeting of Library Committee was held on 06/04/2021 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Dr. Mayank Singh | Member |
| 5 | Ms. Aanchal Praveen | Member |
| 6 | Mr. Manish Sachan | Member |

According to agenda following points were covered:

1. Agenda 1 was raised by the members and the same was discussed with chairperson, members reached on conclusion that requirement for books will be asked to the subject teachers, magazines are also essential part of competitive exams so they should be purchased. The Journal is also a part of study so they should also be purchased.
2. Agenda 2 was raised by few members and after discussion with chairperson, committee agreed that the issue of book for students should be done very soon.
3. As per discussion with Librarian the rules and regulations are implemented and they have been pasted on Library notice board.
4. No any other point was raised.


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Swami Vivekanand Library

Year -2021

Roles and responsibilities :-

- Establish and implement library policies and procedures.
- Develop, organize and maintain library collections to meet the demands of specific user groups.
- Responding to requests from faculty, students and staff library users.
- Keep a budget to repair, replace or get new reading materials.
- Library materials must be checked out before leaving the library.
- Fees may be charged for damaged, lost or stolen materials.
- Renew books on time.
- Library cards can only be used by the card owner.
- Checking books in and out at the front desk.
- Maintaining records of books taken out and books brought back.
- Managing the payment of fines.
- Software purchased in 2019-20.
- Maintain records and prepare statistical and analytical reports.
- Assist users in the location of specific material and information.
- Keeps statistical records on usage, circulation, etc.
- Notifies students when reserved books are available..
- Prepares bulletin boards and displays on a regular basis.
- coordinate print and electronic subscription requests
- Select order and catalog relevant publications and multimedia.
- Carry out cataloging and classification of all library resources.
- Guide users regarding internet resources.

Prof. Anil Singh

(Principal)

Anil Singh
Principal

Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.



LUCKNOW PUBLIC THE COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/ PRINCIPAL /21-22/.....07.05...

Date: 14/07/2021

OFFICE ORDER

LIBRARY COMMITTEE

The college is pleased to inform that following Library Committee for the session 2021-22 has been constituted. Following faculties are hereby appointed for the representation of Library Committee.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Mr. Neeraj Singh | Member |
| 5 | Ms. Aanchal Praveen | Member |
| 6 | Dr. Mayank Singh | Member |
| 7 | M. Sachin Verma | Member |

Anil Singh

Prof. Anil Singh

Principal
Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.

Copy to:

1. Dean Academics
2. Director, IQAC
3. All Concerned Department
4. Notice board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/21-22/.030.....

Date: 04/12/2021

Meeting Notice

Meeting of Library Committee is scheduled on 09/12/2021 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Purchase of Books.
2. Returning of books to Library by the students.
3. Issue of books to the students for Even Semester.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Ms. Neelam Kannaujia *Neel*
2. Dr. Aditya Kishore Bajpai *A*
3. Mr. Sachin Verma *Sachin*
4. Mr. Neeraj Singh *Neeraj*
5. Ms. Aanchal Praveen *Aanchal*
6. Dr. Mayank Singh *M*

Saurabh
Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



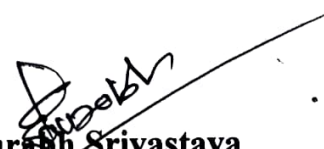
Minutes of Meeting

Meeting of Library Committee was held on 09/12/2021 in Library at 3.00 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Ms. Neelam Kannaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Mr. Sachin Verma | Member |
| 5 | Ms. Aanchal Praveen | Member |
| 6 | Dr. Mayank Singh | Member |

According to agenda following points were covered:

1. After discussion with chairperson all members agreed to call the name of books by the subject teacher for purchase of books.
2. Students should be instructed by librarian to submit their odd semester books with in time frame.
3. All members and Chairperson agreed to issue books for the students with in very short time commencement of even semester.
4. No any other issue was raised by the chairperson.


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/21-22/.....032.....

Date: 03/03/2022






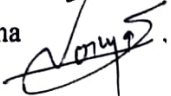
Meeting Notice

Meeting of Library Committee is scheduled on 07/03/2022 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting:

1. Review of previous financial year 2020-21.
2. Proposal for allocation of Budget for next financial year 2022-23.
3. Any other points with the permission of Chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia 
2. Dr. Aditya Kishore Bajpai 
3. Mr. Neeraj Singh 
4. Ms. Aanchal Praveen 
5. Dr. Mayank Singh 
6. Mr. Sachin Verma 


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/21-22/.....033.....

Date: - 09/03/2022


Minutes of Meeting

Meeting of Library Committee was held on 07/03/2022 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Mrs. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Mr. Neeraj Singh | Member |
| 5 | Ms. Aanchal Praveen | Member |
| 6 | Dr. Mayank Singh | Member |
| 7 | Mr. Sachin Verma | Member |

According to agenda following points were covered:

1. The output for meetings and implementations of library committee in previous year 2021-22 was found satisfactory.
2. Agenda 2 was raised by one of the committee members and discussed with Chairperson in the meeting. The committee decided to send the **proposal of the allocation budget Rs. 20, 00000 (2022-23)** for next financial year to Management.
3. No any other point was raised by any member.


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/21-22/.....034.....

Date: 05/04/2022







Meeting Notice

Meeting of Library Committee is scheduled on 07/04/2022 in Library at 2.30 PM. All the members are requested to attend the meeting.

The agenda for meeting as follows:

1. Purchase of Books, Magazines and Journals.
2. Issue of books for students from library.
3. Implementation status of Rules and Regulations in Library.
4. Any other points with the permission of chair.

Signature of the committee members:

1. Ms. Neelam Kanaujia 
2. Dr. Aditya Kishore Bajpai 
3. Mr. Niraj Singh 
4. Ms. Aanchal Praveen 
5. Dr. Mayank Singh 
6. Mr. Sachin Verma 


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board



LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/LIB/21-22/...035.....

Date: 11/04/2022

Minutes of Meeting

Meeting of Library Committee was held on 07/04/2022 in Library at 2.30 PM. Following members were present.

| S. No. | Name | Post |
|--------|---------------------------|----------------|
| 1 | Mr. Saurabh Srivastava | Coordinator |
| 2 | Ms. Neelam Kanaujia | Co-coordinator |
| 3 | Dr. Aditya Kishore Bajpai | Member |
| 4 | Mr. Neeraj Singh | Member |
| 5 | Dr. Mayank Singh | Member |
| 6 | Ms. Aanchal Praveen | Member |
| 7 | Mr. Sachin Verma | Member |

According to agenda following points were covered:

1. Agenda 1 was raised by the members and the same was discussed with chairperson, members reached on conclusion that requirement for books will be asked to the subject teachers, magazines are also essential part of competitive exams so they should be purchased. The Journal is also a part of study so they should also be purchased.
2. Agenda 2 was raised by few members and after discussion with chairperson; committee agreed that the issue of book for students should be done very soon.
3. As per discussion with Librarian the rules and regulations are implemented and they have been pasted on Library notice board.
4. No any other point was raised.


Saurabh Srivastava
Coordinator
(Library Committee)

Copy to:

1. Principal, for kind information
2. Dean Academics
3. Director, IQAC
4. All Concerned Department
5. Notice Board