

## **Manifesto for the post of Joint Secretary(Library and Publications)**

I, **Suresh B**, 123190006, First Year M.Tech Student, contesting for the post of **Joint Secretary (Library & Publications)** of IEOR Department shall, if elected, propose to take the following steps:

### **Basic duties**

1. Will ensure systematic placement of books in the library, for easy traceability.
2. Will continue to properly maintain the existing book issue portal.
3. Will continue the existing systematic issue and timely return of books.
4. Will bring out **department magazine**, initially with dedicated columns for academics, research work, sports and cultural activities of the department.
5. Will solve the issues related to library as soon as possible, if any.

### **Additional responsibilities, if time and resources permit**

1. Will try to make **newsletters** like SIAM, OPTIMA, available in library in coordination with faculty.
2. Will try to create a **new online library portal** in coordination with Faculty and Web & Computer Secretary, Books, Dissertations & Theses by IEOR Ph.D students, Articles/Publications by IEOR department shall be made available as a single-stop search solution.
3. Will try to further improve department magazine with additional columns for placement related statistics, applications of IEOR in industry & talks/interviews with IITB IEOR Alumni (to improve academia-industry collaboration).
4. Will propose for dedicated space for **IEOR library** in the new IEOR building, wherein newspaper, journals/newsletters related to IEOR shall be made available.
5. Will try to increase number of books in the library, with the help of faculty and students.
6. Will try to implement **valid suggestions**, as soon as possible, in coordination with the concerned.