

The resolutions of the general meeting of the Library Committee dated 18.7.2016

Following members were present in the meeting:

1. *Prof. Ranjan Chakrabarti, hon'ble Vice-Chancellor*
2. *Prof. Subrata Kr. De, Dean(Actg.), Faculty of Science*
3. *Prof. Damodar Mishra, Dean (Actg.), Faculty of Arts & Commerce*
4. *Prof. Debasish Mondal*
5. *Prof. Debidas Ghosh*
6. *Prof. Pijush Kanti Jana*
7. *Shri A.M.Sarkar, the Finance Office*
8. *Shri Pralay Kr. Ghosh*
9. *Shri A.K.Sarkar, the Deputy Librarian*

Prof. Ranjan Chakrabarti, hon'ble Vice-Chancellor, presided over the meeting and the Deputy Librarian acted as the Secretary.

Proceedings:

1. *Confirmation of the minutes of the last meeting of the Library Committee held on 30.3.2016.*

The minutes of the previous meeting of the Library Committee held on 30.3.2016 were read and confirmed.

2. *To place a report on the meeting of the Expert Committee (constituted by the Library Committee to decide about utilization of space and requirements of furniture in the annex library building).*

Regarding relocation of some service units in the annex library building, the report of the Expert Committee was placed before the Library Committee. After a thorough discussion, it was finally resolved that two Deans be requested to visit the entire area where some existing units would be shifted and also that area where the Expert Committee had suggested to install the central air-conditioning system. But at the same time it was also resolved that the matter regarding installation of air-conditioning system might be considered, if required, only after increase of the load capacity of the transformers.

3. *To place a report on the meeting of the Expert Committee (constituted by the Library Committee to decide about utilization of space and requirement of furniture in the annex library building).*

Regarding requirements of some furniture mainly for the annex building before shifting (as discussed and decided in the meeting of the Expert Committee), the *Library Committee resolved that the amount for purchasing those furniture be spent from the RUSA fund and thus Deputy Librarian be requested to estimate the cost of the required furniture and place it before the RUSA Monitoring Committee. The Library Committee further resolved that proposal for construction of a small PVC shade upon the Xerox window (as discussed in the last LC meeting) be approved and the Deputy Librarian be requested to take necessary steps accordingly.*

4. *To discuss about a proposal regarding engagement of some (about 3-4) professional / semiprofessional manpower through any agency to help us in different library activities (including stock verification work).*

Regarding a proposal placed by the Deputy Librarian about engagement of few professional manpower (with Library Science background) on contract basis through any agency (the name of one such agency was provided by the Deputy Librarian) to help in different library activities including stock verification process which was not done for a long time. *The Library Committee strongly agreed to complete the stock verification process soon and resolved that 3-4 contractual persons might be engaged for a specific period to complete the stock verification process as early as possible and thus the Deputy Librarian be advised to contact with any such available agency and ask them to submit their rates for completion of the entire stock verification procedure within a fixed time frame and the same be placed to the authority for further action.*

5. *To place a report about the requisitions of some departments for subscription to few online international journals (as resolved in the Library Committee meeting).*

On the issue of subscription of online international journals, a requisition of some such journals (received from seven academic departments) along with the probable cost, was placed in the Library Committee meeting for discussion and finalizing the matter. Taking into consideration of the involvement of a huge amount of money vis-à-vis the usage of those journals, *the Library Committee resolved that the Deputy Librarian be requested to organize a meeting of the heads of all those departments (submitted their requisitions) with the hon'ble Vice-Chancellor before finalizing any decision.*

In the same issue, hon'ble chairman suggested to archive all those online journals (if subscribed) in our Institutional Repository for access to the

users and at the same time he also advised to prepare the digital archive of the Ph.D. theses awarded from our university for incorporating in the institutional repository.

6. *To place a proposal for RFID solutions at the Central Library of Vidyasagar University.*

The proposal for RFID solution at the Central Library of Vidyasagar University (placed by the Deputy Librarian) was accepted by the Library Committee in principle and it was *finally resolved that the complete proposal (along with estimated initial costs) be placed before the RUSA Project Monitoring Unit for seeking approval to start the tender procedure.*

7. Miscellaneous:

- (i) *To discuss about the request from IIT, Kharagpur regarding harvest our Institutional Digital Repository.*

As a part of the NDL Project of MHRD, Govt of India (conducted by IIT, Kharagpur), the IIT Library requested us to allow them to harvest the digital contents stored in our Institutional Repository. The matter was placed before the Library Committee, where it was accepted in principle and it was resolved that the principle for accessing the digital repository would be set by a small committee (to be framed in consultation with the hon'ble chairman).

- (ii) *To take a decision about reducing the amount of library caution deposit for the DDE students.*

Regarding an appeal made by one of the honorable members, for reducing the amount of caution money deposit for providing lending facilities to the students of the DDE, the Library Committee discussed further and after due deliberation finally **resolved that the amount of the present caution deposit (i.e. Rs. 10,000/-) be reduced to Rs. 5000/-, keeping the terms and conditions of the borrowing facilities same, and the Deputy Librarian be requested to make necessary amendments in library rules and to intimate that decision to the Director of the DDE requesting him to publicize the matter for the benefit of their students.**

- (iii) *To discuss about a proposal (submitted by Prof. Abhitit Guha) for subscribing some international periodicals.*

Regarding a proposal for subscription of three international periodicals (as suggested by Prof. Abhijit Guha in a meeting with hon'ble Vice-Chancellor on 14.6.2016), the Library Committee resolved that for the sake of all users' community, those three wide circulated international periodicals, viz. '**Nature**', '**Scientific American**' and '**The Times literary supplement**' be subscribed (in print version) and the Deputy Librarian be advised to take necessary action in that regard.

The meeting ended with a vote of thanks to the chair.

A. Jankar 18/7/16