

The resolutions of the general meeting of the Library Committee dated 29.10.2014

Following members were present in the meeting:

- 1. Prof. Ujjayan Bhattacharya, Dean, Faculty of Arts & Commerce*
- 2. Prof. Debasish Mondal*
- 3. Prof. Pijush Kanti Jana*
- 4. Shri A.M.Sarkar, the Finance Officer*
- 5. Shri Pralay Kr. Ghosh*
- 6. Shri Rajdip Singha, A.G.S, VUSU*
- 7. Shri A.K.Sarkar, the Deputy Librarian*

In absence of the hon'ble Vice-Chancellor, Prof. Ujjayan Bhattacharya, Dean, Faculty of Arts & Commerce presided over the meeting and the Deputy Librarian acted as the Secretary.

Proceedings:

- 1. Confirmation of the minutes of the meeting of the last Library Committee meeting held on 3.6.2014*

The minutes of the previous meeting of the Library Committee held on 03.06.2014 be read and confirmed.

- 2. Allocation of Book Grants received from the State Govt. in the financial year 2014-15.*

Regarding allocation of Book Grants received from the State Government during the F.Y. 2014-15, the following resolution be taken:

- Out of the total grant of Rs. 25 lakhs, 10% (i.e. Rs.2.50 lakh) be deducted first for infrastructure development (of which up to 3% be allowed to spend, with the permission of the Library Committee, for processing of new books as was done earlier).
- Out of the rest of the amount (i.e. Rs.22.50 lakh), Rs.2.50 lakh be spent for renewal of the existing print journals as well as for subscription of some new journals, if required for 2015.
- The rest of the amount (i.e. Rs.20.00 lakh) be divided into all the academic departments (including the central library) in the following proportion:
 - Fifteen (15) Science Departments @ **Rs.75,000/-**

- Thirteen (13) Arts & Commerce Departments @ Rs. 60,000/-
 - The Central Library @ Rs. 95,000/-
 - The Committee further resolved that though the departments had their own choice to spend their allotted amount for purchasing printed books or subscribing / renewing E-books of their subjects, but the Deputy Librarian be advised to send the previous lists of subscribed E-books to the concerned departments as an attachment to the fund allocation papers.
3. *To take a decision of hosting of bibliographic databases created at the affiliated college libraries from the university library servers.*

On the issue of hosting of bibliographic databases, created at the affiliated college libraries, from the university library servers, the house was informed that one of the colleges affiliated to our university had made an appeal to the university authority to upload their library databases into web through our university library server.

Though it had been informed that our library server was capable of hosting book databases of that college library, but after thorough discussion the Library Committee finally resolved that before taking any final decision about such service, an official policy should be framed and the Deputy Librarian be advised not to proceed further before the approval of the authority.

4. *To include another new category of library users in the Library Rules.*

A matter regarding inclusion of a separate category of user(s) in the university 'Library Rules', in connection with a request from Prof. T.K.Banerjee, ex-professor of this university, who had joined our university as the 'National Fellow' of ICSSR, GOI, and stated his willingness to become a member of our university library, was discussed in the meeting.

The Committee, after thorough evaluation, ***resolved that one new special category of user(s) like, 'National Fellow', 'National Professor', 'Emeritus Professor', etc. might be included in the existing library rules with the same borrowing facilities provided to the permanent university faculties.***

At the same time, the committee further proposed to think about imposing a token caution deposit (say Rs. 5000/-) against such categories of members, and the Deputy Librarian be advised to send the proposal of the committee to the Hon'ble Vice-Chancellor for necessary instructions and approval before its implementation.

5. *To take a decision regarding a proposal for conducting a user training programme on using E-Books subscribed by our library.*

On an issue to increase the usage of e-books subscribed by our library and at the same time to solve the problems, as reported by some faculty members, in downloading or accessing to some of the E-books, it was suggested to conduct a user training programme by inviting some publishers / vendors at our university.

The Library Committee in this issue resolved that one such training programme should be conducted in consultation with the publishers in our campus in a suitable date after NAAC team visit and the Deputy Librarian be advised to take initiatives in this regard.

6. **Miscellaneous:**

- (i) *To take decision about violation of service contract by M/s. Tripti Xerox at the central library.*

The matter, regarding non-compliance of the service contract by M/s. Tripti Xerox, the private Xerox Centre operated from the Central Library, was discussed in the meeting, where the house was informed that the said Xerox Centre had become defaulter for not paying the monthly rent since September 2013 (except a couple of months) and had increased the Xerox printing charges as well without intimating or giving any prayer to the authority.

The Library Committee, realizing the seriousness of the matter, resolved that the concerned Xerox Centre should be asked **to clear all the pending dues immediately and to make the payments up to date (within 15 days from issuing the intimation letter)** without creating any further backlog.

The Committee further resolved that no change in printing rate be allowed without the approval of the university authority and thus the Xerox Centre be informed to apply officially with proper justification (in favor of increase in rate) to the authority and till then they would be requested to retain the previous rates as usual.

It was also resolved that any sort of negligence in carrying out the Committee's decision would be taken seriously and proper action be taken for non-compliance of the order after the stipulated time period was over.

- (ii) *To discuss about the procedure of inclusion of Ph.D. theses in the Digital Library collection.*

On the question of inclusion of Ph.D theses in the Digital Library collection, the members discussed about the legal problems of uploading any theses without taking consents from the researchers.

The Committee finally resolved that the university authority be requested to convey a message to all the individual researchers requesting them to give their consent to make their Ph.D theses available at the website in digitized format and after getting their permission the matter would be finalized.

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

A. Jankar 29/10/14