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Office of The Vice-Chancellor
1. No. 0-9402 Date 31/7

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University of North Bengal
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Folio No.

NOTE SHEET

Serial No.



UNIVERSITY OF NORTH BENGAL
UNIVERSITY LIBRARY

Ref.: Lib/3.3/450/2009-10

Dated.....30/07/2009.

The minutes of the 33rd meeting of the Library Committee duly modified as suggested by the Hon'ble Vice-Chancellor are being submitted.

Hon'ble Vice-Chancellor may kindly put his signature in the space specified.

Vice-Chancellor

Seen

Mr. 30/7/09

Librarian

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Librarian

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University Library, NBU
No. Lib/558 Date 03-8-09

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NOTE SHEET

Serial No.



UNIVERSITY OF NORTH BENGAL
UNIVERSITY LIBRARY

Ref. *Lib/33/87/2009-10*

Dated *25.5.2009*

The minutes of the 33rd meeting of the Library Committee of University of North Bengal held on 28th April, 2009 at 12-00 noon in the Conference Hall of the Vice-Chancellor.

The following members were present:

1. Prof Arunava Basumajumdar, Vice-Chancellor, Chairman
2. Prof. Raghunath Ghosh, Dean, Faculty Council for P.G. Studies in Arts, Commerce and Law
3. Dr. Sukhen Saha, Finance Officer(Acting)
4. Dr. Joydeep Sengupta, Department of Mathematics
5. Prof. Joydeb Pal, Department of Zoology
6. Shri Govinda Choudhury, Department of Economics
7. Dr. Karubaki Datta, Centre for Himalayan Studies
8. Prof. S.R. Mandal, Department of Anthropology
9. Shri Saptarshi Ghosh, Department of Library & Information Science
10. Dr. Debika Saha, Department of Philosophy
11. Prof. R.S. Mukhopadhyay, Department of Sociology
12. Dr. A.K. Jana, Department of Political Science
13. Dr. S. Rohatagi, Department of Geography
14. Dr. Anirban Misra, Department of Chemistry
15. Shri R.K. Mandal, Department of Computer Science
16. Prof. I Sarkar, Department of History
17. Shri Pushkar Parajuli, Department of Nepali
18. Dr. Arun Hota, Department of Hindi
19. Dr. B.C. Pal, Department of Physics
20. Prof. B. Basu, Member of the Executive Council-Invitee
21. Dr. D. Mitra, Member of the Executive Council-Invitee
22. Shri Bridaban Karmakar, Deputy Librarian-Invitee
23. Fazlur Rahman, President, NBUEA-Invitee
24. General Secretary, NBU Research Scholar Association
25. Shri Mriganka Mandal, Librarian, Secretary of the Committee(Ex-Officio)

Agenda: 1. *To confirm the minutes of the 32nd meeting held on 19th December, 2008.*

Decision The minutes of the 32nd meeting of the Library Committee were confirmed.

Agenda: 2. *To discuss about subscription of new journals and renewal of journals for 2009.*

&
Agenda: 4. *To consider the note of the librarian to finalise the modalities/procedures for purchase of books and journals. (To be placed in the table)*

Decision: Resolved that payment for renewal of journal subscription for 2009 should be released maintaining present practice for subscription of journals.

NOTE: Confirmed with immediate effect by the Chair

Resolved that new journals for 2009 may be subscribed and the subscription amount should be adjusted with the balance amount after payment of renewal subscription and priority should be given on low cost journals as per demands of the departments.

NOTE: Confirmed with immediate effect by the Chair

Resolved that purchase of books for 2009 will continue as per present practice

NOTE: Confirmed with immediate effect by the Chair

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Dated.....200....

It was also resolved that a sub committee is constituted to frame out the modalities/procedures for purchase of books and journals from 2010. The committee will submit the recommendations within 31st May, 2009. Members of the sub committee are

Prof. Raghunath Ghosh- Chairman, Dr Sukhen Saha, Shri Saptarshi Ghosh, Prof Joydev Pal, Prof Joydeep Sengupta, Prof Joydeep Sen, Dr Dehabrata Mitra, Prof. Basudev Basu, Prof Rajat Subhra Mukherjee and Librarian-Cnoventor. Librarian be requested to take necessary action forthwith.

NOTE: Confirmed with immediate effect by the Chair

Agenda: 3.

a)

To report about the utilization of grant received from the Higher Education Department, Govt. of West Bengal. Annexure-II

Decision:

Noted and approved

b)

To report about utilization of funds received as UGC grant phase II during 2008-09. Annexure-II

Decision:

Resolved that the bills for excess amount of Rs. 2, 74,889/- for purchase of books under UGC XIth Plan grant phase II of various departments should be adjusted amongst the concerned departmental next allocation of funds for books or other purposes. subject to allocation by the University vis-à-vis grant of fund in the respective Head by UGC.

c)

To report about the utilization of funds received as UGC grant phase III during 2008-09. Annexure-III

Decision:

Resolved that the departments/vendors should send the newly purchased books along with bills under the UGC XIth Plan grant phase- III within 10th May, 2009 to the library for processing of books and for onward transmission of bills for payment. After the above period the bills will not be possible to send for payment.

It is also resolved that Library should issue a circular to the concerned departments who have not yet sent their total books along with bills and issue letters to the vendors for supply of ordered books along with bills.

NOTE: Confirmed with immediate effect by the Chair

Agenda: 5.

To discuss about the utilization of grant for Rs. 20,00,000/- as per ref. No. 816(Sanc)/EH/P/Univ/1U(NB)-10/03 dated 24th March, 2009 from the Department of Higher Education, Govt. of West Bengal. Annexure-IV

Decision:

Resolved that the grant of Rs. 20,00,000/- received from the Department of Higher Education, Govt. of West Bengal would be adjusted against the fund for allocation of journals out of State Grant. Till the report of the sub-committee is put up existing procedures for purchase of books & journals be followed.

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Agenda: 6. *To report the purchase of books under UGC SAP (DRS II) for the Department of Botany. Annexure-V*

Decision: Resolved that library will purchase the books as per existing procedure till the report of the sub-committee is placed & approved.

NOTE: Confirmed with immediate effect by the Chair

Agenda: 7. *To consider the purchase of 10 vol. of Tribal Life in India. Annexure-VI*

Decision: Resolved that the books are to be purchased if the fund is available from the budget allocation for reference books.

Agenda: 8. *To discuss about annual subscription for www.indiastat.com. Annexure-VII*

Decision: Resolved that the proposal be keptndisposed.

Agenda: 9. *To consider the purchase of one set of each Encyclopaedia "Encyclopaedia of Intellectual Property Rights" and "International Encyclopaedia of Bioinformatics". Annexure-VIII*

Decision: Resolved that the "Encyclopaedia of Intellectual Property Rights" is to be purchased if the fund for reference books available.

It is also resolved that purchase of the "International Encyclopaedia of Bioinformatics" would be referred to the Bioinformatics Department for opinion.

NOTE: Confirmed with immediate effect by the Chair

Agenda: 10. *To report about the donated books and journals received from the various institutions and individuals. Annexure-IX*

Decision: Noted and approved

Agenda: 11. *To report the payment made by the persons for the damaged and lost books. Annexure-X*

Decision: Noted and approved

Agenda: 12. *To report about outstanding foreign journals*

Decision: Resolved that the money deposited against the damaged books, lost books, overdue books and not supplied the foreign issues of journals by the vendors should be allotted under a different account which will be decided by the finance department.

Agenda: 13. *To report about outstanding books to the teachers*

Decision: Resolved that the teachers should be requested to re-issue the books within 15th June, 2009.

NOTE: Confirmed with immediate effect by the Chair

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Agenda: 14. *To discuss about physical verification of books*

Decision: Resolved that physical verification of books would be done after setting the modalities/procedures and finalise the agencies by the sub-committee constituted by the following members.

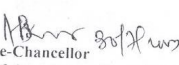
Prof. Raghunath Ghosh, Dean, Faculty Council for P.G. studies in Arts, Commerce & Law-Chairman, Dr.Sukhen Saha, Finance Officer(Acting), Shri Brindaban Karmakar, Deputy Librarian and Librarian-Convener, The sub-committee be requested to submit the report by 31/07/2009.


Agenda: 15. *Any other matter with permission of the chair.*

Decision: Resolved that the proposal from the Employees of the University Library has been referred to the Finance Committee for consideration.

NOTE: Confirmed with immediate effect by the Chair

The meeting ended with a vote of thanks to the Chair


Vice-Chancellor
Chairman of the Library Committee


Librarian
Secretary of the Library Committee
(Ex-Officio)