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No. of The Vice-Chancellor

No. D-2437 Date 6.3.09

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NOTE SHEET

Serial No.



UNIVERSITY OF NORTH BENGAL

UNIVERSITY LIBRARY

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University Library, NBU

No. Lib/ 1545 Date 9.3.07

Ref. L-1 | 3.3 | 668 | 2008-09

Dated 2.1.2009

The minutes of the 32nd meeting of the Library Committee of University of North Bengal held on 19th December, 2008 in the Vice-Chancellor's meeting room at 11-00 a. m.

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. Dilip Kumar Sarkar, Registrar (Ex-Officio)
4. Shri Pradip Kumar Ghosh, Finance Officer (Ex-Officio)
5. Prof. Joydeb Pal, Department of Zoology
6. Dr. Dwipanwita Saha, Department of Biotechnology
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. Anirban Misra, Department of Chemistry
14. Dr. Ranjan Ghosh, Department of English
15. Dr. Rathin Bandyopadhyay, Department of Law
16. Shri R.K. Mandal, Department of Computer Science
17. Dr. Arun Hota, Department of Hindi
18. Dr. B.C.Pal, Department of Physics
19. Dr. Nikhilesh Roy, Department of Bengali
20. Prof. B. Basu, Member of Executive Council-Invitee
21. Dr. A. Saha, Member of Executive Council-Invitee
22. Fazlur Rahman, President, NBUEA-Invitee
23. General Secretary, NBU Students Association
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 31st meeting held on 12th September, 2008.*

Decision The minutes of the 31st meeting of the Library Committee were confirmed.

Follow up action

1. The date was finalized for holding the meeting of the Sub-Committee for restructuring of library rules, but due to unavoidable circumstances it was postponed. A copy of proposed library rules and a copy of existing rules were already sent to the concerned members.
2. A note was sent on 17-09-2008 to the Department of Botany, Biotechnology and Law for opinion regarding purchase of two sets of Encyclopaedia "Encyclopaedia of Intellectual Property Rights" and "International Encyclopaedia of Bioinformatics" Only reply was received from the Department of Law and hence the other two departments are to be requested again to send their opinions.



UNIVERSITY OF NORTH BENGAL

UNIVERSITY LIBRARY

Ref. :

Dated.....200....

3. A note was sent on 19-09-2008 to the Departments of Political Science, Commerce, Economics, Sociology, Mathematics, Geography & Applied Geography, Anthropology and Centre for Himalayan Studies for opinion about annual subscription for www.indinstat.com. Only reply was received from the Department of Economics and hence the other departments are to be requested again to send their opinions.

4. Vacant sanctioned professional posts and the post of Information Scientist will be filled up on priority basis.

5. The work for issuing 5 books at a time to a student for 10 days in place of 4 books has already been started.

Agenda: 2.(a) *To report about the utilization of grant received from the Higher Education Department, Govt. of West Bengal.*
(b) *To report about the utilisation of funds received as UGC grant phase II during 2008-09.*

Decision: Resolved that the book grant received from the Department of Higher Education, Govt. of West Bengal would be utilized within 31-12-2008.

Resolved that a copy of list of purchased books would be sent to the respective departments.

Resolved that Librarian will convene a meeting on 22-12-2008 with the Head of the departments and Deputy Librarian for discussion about the utilization of balance amount to be spent within 31-12-2008.

Resolved that a comprehensive plan will be chalked out regarding purchase of books for next three years during the XIth plan period.

Resolved that an LC will be opened with the SBI, regarding purchase of Foreign Books & Journals.

Resolved that the consultation will be maintained with the Head of the departments regarding the purchase of books once in a month.

There is no sufficient space for shelving the books purchased during the XIth five year plan. Vice-Chancellor advised that an Annexe Building may be constructed for the purpose.

Agenda: 3. *To consider the purchase of 10 vols. on Tribal life in India.*

Decision: Resolved that Librarian will send the brochure for the above books to the Head of the Department of Anthropology for seeking opinion about purchase of the said books. The books will be purchased from the balance amount of the allotted fund of the department if the same are required.

NOTE : Confirmed with immediate effect by the Chair.



UNIVERSITY OF NORTH BENGAL

UNIVERSITY LIBRARY

Ref.

Dated.....200....

Agenda: 4. *To consider the report of the Sub-Committee for restructuring of library rules.*

Decision: The meeting of the Sub-Committee was postponed which was scheduled on 17-12-2008.

Agenda: 5. *To discuss about institutional membership of Current Science Association.*

Decision: Resolved that the Library Committee will recommend to the Executive Council for taking the decision of the above membership.

NOTE: Confirmed with immediate effect by the Chair

Agenda: 6. *To report regarding the subscription of journals for 2009.*

Decision: Resolved that the amount of Rs. 60 lacs is sanctioned for subscribing journals during 2009.

Resolved that an amount of Rs. 51 lacs will be utilized for renewal of journals subscribed during 2008.

A proposal will be invited within 7 days from the HODs of each department for utilization of Rs. 9 lacs for subscription of new journals in 2009.

Resolved that a list of foreign journals for 2009 will be prepared mentioning with foreign currency.

NOTE: Confirmed with immediate effect by the Chair.

Agenda: 7. *To discuss about the membership of the faculty members of the Information Technology Centre.*

Decision: Resolved that an application for library membership of the faculty members of Information Technology Centre is considered for one year against caution money deposit of Rs.2000/ by each faculty member.

It is also resolved that three books may be issued to each faculty member for 15 days at a time.

NOTE: Confirmed with immediate effect by the Chair.

Agenda: 8. *To report about the donated books & journals received from the various institutions and individuals.*

Decision: Noted and approved

Resolved that a list will be prepared according to the following categories:

- (a) Complementary / Free documents
- (b) Donated documents

It is also resolved that a bibliographical list of these, which are added before the each meeting of the Library Committee will be prepared and placed under the head of above agenda.



UNIVERSITY OF NORTH BENGAL

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Dated.....200....

Agenda: 9. *Any other matter with permission of the Chair.*

Decision: With permission of the Chair, the following issues were discussed.

Resolved that library will provide lending facility from 21-12-2008 on Sundays also to the users. It is also resolved that this work will be done against extra remuneration to the existing permanent and casual staff of the library and the lending hour on Sundays will be 11-30 a. m. to 4-00 p. m.

NOTE: Confirmed with immediate effect by the Chair.

Resolved that a Library Sub-Committee is constituted with the members Prof. Raghunath Ghosh (Chairman), Prof. R. S. Mukhopadhyay Prof.B.Basu, Prof. Jaydev Pal, Prof. S.R. Mandal, Dr. Anirban Misra, Dr.Ranjan Ghosh, Dr.Aniruddha Saha, Shri Saptarshi Ghosh, Shri Fazlur Rahaman, Secretary NBUSA, Secretary NBURSA and Librarian (Convener) to decide the numbers of books to be issued to all type of users and the duration of the lending period

NOTE: Confirmed with immediate effect by the Chair.

The meeting ended with a vote of thanks to the Chair

Placed before the Vice-Chancellor for his kind approval.


Vice-Chancellor

Chairman of the Library Committee


Librarian

Secretary of the Library Committee (Ex-Officio)