

Krishna Kanta Handiqui State Open University

Minutes of the 1st Library Advisory Committee Meeting

Venue: Conference Room, Patgaon, Rani Campus, KKHSOU

Date: 06/03/2018

The Meeting was attended by;

1. Dr. Arupjyoti Choudhury, Dean (Academic)
2. Dr. Pranab Saikia, Associate Professor (Teacher Education)
3. Dr. Limpon Bora, Deputy Registrar (Academic)
4. Dr. Kanta Chakravarty, Assistant Registrar (Administration)
5. Dr. Gautam Kumar Sarma, Assistant Librarian
6. Dr. Bhaskar Sarmah, Assistant Professor (Economics)

The following decisions/ resolutions were adopted at the meeting:

Agenda No 1: Proposal submitted to honourable VC and Registrar by the Assistant Librarian in 22 March, 2017 is confirmed.

Agenda No 2: Library General Rules and Regulations proposed and drafted by the Assistant Librarian have been observed by the other members of the Committee and have suggested for taking approval from the Honourable BOM for implementation.

Agenda No 3: Library Acquisition Rules and Regulations proposed and drafted by the Assistant Librarian has been observed by the other members of the Committee and have suggested for taking approval from the Honourable BOM for implementation.

Agenda No 4: The Assistant Librarian has informed that the subscription of *Sage Journals* was over by December, 2017. The committee has suggested for renewal of *Sage Journals* is for next two years (2018-2019).

Agenda No 5: The Assistant Librarian has informed that the SOUL package which is being used in the library has gone outdated as many features have not been given to the users through it. Regarding the shifting of Library Automation Package from SOUL to Koha, the committee has agreed and advised for open tendering process to adopt the mechanism.

Agenda No 6: Subscription of Popular Print Magazine- *India Today, Prantik, Goriyoshi, Satsori, Prakash, Seminar, Bigyan Jeuti, Katha Guwahati, Baro Othoro* is approved.

Agenda No 7: Subscription of Popular Print Journals *IJOL* (IGNOU), *Dialogue*, *Yojana*, *Kurukshetra*, *EPW*, *OKDISCD Journal*, *NEDFI Database* is approved.

Agenda No 8: Regarding the in-service training for Library Assistant and Book Arranger the committee has suggested that such arrangement should be done as per the KKHSOU norms.

Agenda No 9: The Assistant Librarian has informed that library users are facing problem in searching required document inside the library and hence, OPAC terminal is needed. Also one slip printer has gone out of service. Regarding the purchase of touch screen OPAC terminal and slip printer, the committee has agreed and advised for open tendering process to adopt the mechanism.

Agenda No 10: The Committee has advised to organize in house training programmes as well as training /workshop for external peoples as it is important in NAAC visit point of view.

Agenda No 11: The Committee has suggested for taking membership of various National/International Bodies like IFLA, ILA, IASLIC, etc.

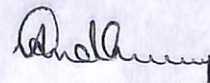
Agenda No 12: In AOB, few committee members suggested to prepare E-Newsletter form the Library. Visitors' record book for all kinds of library patrons of the University has also been suggested. To expand the physical space for the library, particularly to facilitate space for reading, display of SLMs, journals, newspapers, the committee has decided to request the authority to consider for some more spaces for the library. The committee has also drawn the reference of the ensuing NAAC visit in this regard. In view with the social agenda of the University, the committee has suggested to undertake certain social welfare measures, particularly in the adopted villages of the University.

The meeting ended with thanks from the chair.



(Dr. Gautam Kumar Sarma)

Convenor





(Dr. Arupjyoti Choudhury)

Chairperson

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Members Present	Signature
1. Dr. Arupjyoti Choudhury, Dean (Academic)	 6/3/18
2. Dr. Pranab Saikia, Associate Professor (Teacher Education)	Pranab Saikia 6/3/18
3. Dr. Chandrama Goswami, Associate Professor (Economics)	
4. Dr. Limpon Bora, Deputy Registrar (Academic)	Limpon Bora 6/3/18
5. Dr. Kanta Chakravarty, Assistant Registrar (Administration)	Kanta Chakravarty 6/3/18
6. Dr. Gautam Kumar Sarma, Assistant Librarian	Gautam Kumar Sarma 6/3/18

7. Dr. Bhaskar Samal

Bhaskar Samal
6/3/18

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Agenda

1. Confirmation of Proposal submitted to honourable VC and Registrar by the Assistant Librarian in 22 March, 2017
 2. A definite set of General Rules and Regulations to govern the Library
 3. A definite set of Acquisition Rules and Regulations for purchasing documents for the library
 4. Renewal of Sage Journals
 5. Shifting of Library Automation Package from SOUL to Koha
 6. Subscription of Popular Print Magazine- India Today, Prantik, Goriyoshi, Satsori, Prakash, Eclectic
 7. Subscription of Popular Print Journals IJOL (IGNOU), Dialogue, Yojana, EPW, OKDISCD Journal, Assam Don Bosco University Journal
 8. In-service training for Library Assistant and Book Arranger
 9. Purchase of touch screen OPAC terminal and slip printer
 10. Organization of series of workshops on IT applications in various disciplines especially on Library and Information Centres
 11. Membership of National/International Bodies like IFLA, ILA, IASLIC, ALA, etc.
 12. AOB
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