



VIVEKANANDA LIBRARY
CHAUDHARY DEVI LAL UNIVERSITY, SIRSA

MINUTES OF THE MEETING OF LIBRARY COMMITTEE HELD ON 24.04.2019 AT 3.30 P.M. IN THE COMMITTEE ROOM OF THE OFFICE OF VICE CHANCELLOR

A meeting of the Library Committee was held on 24.04.2019 at 3.30 P.M. in the office of the Vice Chancellor. The following were present:

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| 1. Prof. Vijay Kayat
Vice-Chancellor | Chairman |
| 2. Dr. Rakesh Wadhwa
Registrar and Finance Officer | Member |
| 3. Prof. Sultan Singh
Dean, Faculty of Commerce & Management and
Chairperson, Dept. of Business Administration | Member |
| 4. Prof. J.S. Jakhar
Dean Faculty of Law
& Chairperson, Dept. of Law | Member |
| 5. Prof. Raj Kumar Salar
Dean, Faculty of Life Sciences
Chairperson, Dept. of Biotechnology, FST, EES,
Botany, Zoology | Member |
| 6. Prof. Dilbag Singh
Dean, Faculty of Physical Sciences
Chairperson, Dept. of Computer Sc. & Appl. & Chemistry | Member |
| 7. Prof. Aseem Miglani
Chairperson, Dept. of Mathematics | Member |
| 8. Prof. Monika Verma
Chairperson, Dept. of Education
& Member nominated by Vice-Chancellor | Member |
| 9. Prof. Sushil Kumar
Chairperson, Dept. of Physics | Member |
| 10. Prof. Pankaj Sharma
For Dean, Faculty of Humanities &
For Chairperson, Dept. of English | Member |
| 11. Dr. Abhay Singh Godara
Chairperson, Dept. of Economics | Member |

12. Dr. Nivedita Chairperson, Dept. of Education	Member
13. Dr. Surender Kundu Chairperson/ In-charge, Dept. of Commerce	Member
14. Dr. Sewa Singh Bajwa Chairperson/ In-charge, Dept. of JMC & Punjabi	Member
15. Dr. Sultan Dhanda Chairperson/ In-charge, Dept. of Musical Vocal & Instrumental	Member
16. Dr. Ravinder Chairperson/ In-charge, Dept. of Geography	Member
17. Dr. Rohtas Chairperson/ In-charge, Dept. of History & Archeology	Member
18. Dr. Kulwant Nominee of Chairperson/ In-charge, Dept. of Hindi	Member
19. Prof. Pankaj Sharma Librarian	Member Secretary

Dr. Rajiv Vij, Assistant Librarian was also present.

At the outset, the Vice-Chancellor welcomed all the members of the Library Committee. The Librarian presented the utilization of budget (Central Library, Departmental Library and under SFS) for the year 2018-19 in detail as under:

Budget utilization (Central Library) details for the year 2018-19 is as under:

Total Budget allotted for 2018-19	Rs.150 Lacs (50 Lacs (re-appropriated) +100 Lacs)
For payment of year 2017-18	Rs. 58,19,452/-
Balance budget for year 2018-19	Rs. 91,80,548/-
For Books	Rs. 41,80,548/-
For Journals	Rs. 42 Lacs
For E-Resources	Rs. 5 Lacs
For University College	Rs. 3 Lacs
UGC	Rs. 15,911/- (Generalia)

Sr. No.	Particular	Budget Allocated (in Rs.)	Expenditure (in Rs.)	Balance
1	Books	4180548	4400548 (4180548+220000)	Excess amount transferred from the provisions for E-Books
2	Journals	4200000	3851526	Rs. 348474/- as the payment of GST amounting Rs.279537/- is pending
3	E-books	500000	220000	1. Amount of Rs. 2,20,000/- transferred for purchase of print books. 2. Bills for the amount of Rs. 2,80,000/- are still pending for payment of Business Source Elite Database (EBSCO) due to non-acceptance of agreement by the firm.
4	University College	300000	0	Rs. 300000/-, as the books have been purchased for University College, but the payment has not been made.
5	UGC	15911	15911	Nil

Budget utilization (Departmental Library & SFS) details for the year 2018-19 is as under:

Sr. No.	Name of Deptt.	DL Budget allocated (in Rs.)	Expenditure (in Rs.)	Remaining Balance (in Rs.)	SFS budget allocated (in Rs.)	Expenditure (in Rs.)	Remaining Balance (in Rs.)
1	Biotechnology	29356	29356	0	--	--	--
2	Business Administration	228	0	228	--	--	--
3	Chemistry	15765	15426	339	--	--	--
4	Commerce	70000	69749	251	--	--	--
5	Comp. Sc.	27857	27787	70	50000	49878	122
6	Economics	48981	48981	0	--	--	--
7	Education	10309	10172	137	10000	9972	28
8	EES	10893	10893	0	--	--	--
9	English	0	0	0	50000	50000	0
10	FST	64304	64304	0	--	--	--
11	JMC	70000	70000	0	20182	20182	0
12	Law	100587	100587	0	--	--	--
13	Math	70000	69051	949	50000	50000	0
14	Physical Education	50064	50044	20	--	--	--
15	Physics	43234	43234	0	--	--	--
16	Pub. Adm.	62091	61408	683	10000	9968	32
17	History & Archeology	100000	99676	324	--	--	--
18	Geography	150000	149922	78	--	--	--
19	Music (Vocal & Instrumental)	100000	98315	1685	--	--	--
20	Hindi	100000	99269	731	--	--	--
21	Punjabi	100000	100000	0	--	--	--
22	Sanskrit	100000	99967	33	--	--	--
23	Botany	300000	300000	0	--	--	--
24	Zoology	300000	299566	434	--	--	--
	Total	1923669	1917707	5962	190182	190000	182

Thereafter the agenda was taken up.

Agenda item I: To consider the matter relating to allocation of funds to various University Teaching Departments for purchase of Books and Journals for the year 2019-20 for Central Library.

Resolution: The Committee approves the proposal for allocation of funds to various heads and departments for the year 2019-20 as following:

Total Budget allotted for 2019-20	Rs.125 Lacs
For Journals	Rs. 50 Lacs
For E-Resources	Rs. 10 Lacs
For Books	Rs. 65 Lacs

The division of funds under books (65 lacs) shall be as under:

Sr. No.	Name of the Deptt.	Central Library Funds (in Rs.)	Departmental Library Funds (in Rs.)	SFS* (in Rs.)	Total (in Rs.)
1.	Biotechnology	3,00,000	1,00,000	Subject to the number of admissions in respective departments. *	4,00,000
2.	Business Administration	2,50,000	1,00,000		3,50,000
3.	Chemistry	3,00,000	1,00,000		4,00,000
4.	Commerce	2,50,000	1,00,000		3,50,000
5.	Comp. Sc.	2,50,000	1,00,000		3,50,000
6.	Economics	2,50,000	1,00,000		3,50,000
7.	Education	2,50,000	1,00,000		3,50,000
8.	EES	3,00,000	1,00,000		4,00,000
9.	English	2,50,000	1,00,000		3,50,000
10.	FST	3,00,000	1,00,000		4,00,000
11.	JMC	2,50,000	1,00,000		3,50,000
12.	Law	3,00,000	2,00,000		5,00,000
13.	Math	3,00,000	1,00,000		4,00,000
14.	Physical Education	2,50,000	1,00,000		3,50,000
15.	Physics	3,00,000	1,00,000		4,00,000
16.	Pub. Adm.	2,50,000	1,00,000		3,50,000
17.	History & Archeology	2,50,000	1,00,000		3,50,000
18.	Geography	3,00,000	1,00,000		4,00,000
19.	Music (Vocal & Instrumental)	2,50,000	1,00,000		3,50,000
20.	Hindi	2,50,000	1,50,000		4,00,000
21.	Punjabi	2,00,000	1,50,000		3,50,000
22.	Sanskrit	2,00,000	1,50,000		3,50,000
23.	Botany	3,00,000	2,00,000		5,00,000
24.	Zoology	3,00,000	2,00,000		5,00,000
25.	Generalia	1,00,000	--		1,00,000
	Total	65,00,000	28,50,000		93,50,000

*SFS amount will be utilized as and when Accounts Branch communicates the department wise amount.

Further the time frame for sending recommendations was resolved as under

- Approximately 40% of the total budget allocated by the end of month of August. (31st August 2019)
- Approximately 30% of the total budget allocated by the end of month of September. (total 70% upto September 30th, 2019)
- Rest 30% of the total budget allocated by the end of month of October.

Recommendations may be made in one go by the end of August by the departments. The Library may keep exhausting it.

Furthermore, the list of recommended books shall be submitted complete in all respect as per requirement of the library on the proforma supplied by the Library. Also, no reminder will be issued in this regard and the responsibility for not utilizing the budget in time will rest with the department. In any case, the recommendation of books submitted after **30.11.2019** may not be entertained.

Agenda item II: Regarding suggestions for Book Exhibition.

Resolution: The Library proposal to organize a Book Exhibition in the next academic session 2019-20 by August 15, 2019, was approved.

Any other items: The following issues were also discussed/ resolved in the ensuing discussions of the meeting:

- 1) It was resolved to introduce cutoff date for seeking membership of the library from the session 2019-20. The cutoff date shall be October 31st or up to one month from the date of admission of the seeker, whichever is later.
- 2) Vice Chancellor emphasized the need of identifying the founding father(s)/ Icons of the subject/stream and lay a special focus on procuring books on/by them.
- 3) Vice Chancellor emphasized that Chairpersons must ensure that there are sufficient number of encyclopedias and other reference books available for the students. Similarly, availability of Government documents like reports, surveys, census and gazetteers should also be ensured.

The meeting ended with thanks to the chair.

Assistant Librarian

Librarian as Member Secretary

**Vice Chancellor
Chairman
Library Committee**