

MINUTES OF THE 19TH MEETING

THAPAR INSTITUTE OF ENGINEERING AND TECHNOLOGY: PATIALA

REF:TI/LIB/MEET-19/

DATED: 5.1.1990

MINUTES OF THE 19TH MEETING OF THE LIBRARY
COMMITTEE HELD ON DEC.15,1989 AT 11.00 A.M.
IN THE COMMITTEE ROOM OF THE INSTITUTE,

Present

Professor V.V.Sastry, Deputy Director (In the Chair)
Sh. P.N.Sharma, Head Library and Inform. Services
Sh. V.K.Verma, Assistant Professor
Sh. A.K. Khanna, Assistant Professor
Sh. Inderjit Singh, Lecturer
Dr.K.K.Raina, Lecturer(represented Sh.T.K.Bansal)
Dr.Janak Raj, Librarian.

Professor Dr.T.R.Anantharaman, Director, being unwell could not attend the meeting so Professor V.V.Sastry, Deputy Director chaired the meeting.

Professor Dr.G.Singh, Dean of Academic Affairs could not attend the meeting as he had a meeting at Chandigarh and Smt. Surekha Bhanot was out of station. No student representative was present as they were away from the Institute due to postponement of examinations.

Opening Remarks by the Chairman

The Chairman welcomed the members to the 19th meeting of the Library Committee, especially Sh.A.K.Khanna who was attending the meeting for the first time.

He suggested that the Committee should appreciate the services rendered by the outgoing members of the Library Committee, if not done already.

The Chairman further added that when the Committee discusses Library Budget, it should keep in view the new Departments, Schools, Centres proposed to be developed on the Institute Campus in the nineties.

PART I (FOR CONFIRMATION)

- 19.1 TO CONFIRM THE MINUTES OF THE 18TH MEETING OF THE LIBRARY COMMITTEE HELD ON AUGUST 22, 1989.
Minutes of the 18th Meeting of the Library Committee were circulated vide office letter No. TI/LIB/Meet/18 dated 18.9.1989. As no comments were received from any member, the committee, therefore confirmed the minutes as circulated.
- 19.2 TO CONSIDER THE STATUS REPORT ON THE DECISION TAKEN BY THE LIBRARY COMMITTEE
The Committee noted the actions taken with observations made on some of the items as under:

PART A (PREVIOUS MEETINGS)

16.2(15.3,14.10) EDUCATIONAL FACILITIES ABROAD

Miss Pushp Malik, Education Officer of the British Council Division Library, New Delhi, may be requested to visit the Institute to address our students and faculty in the month of Feb., 1990.

17.3 PURCHASE OF BACK VOLUMES OF JOURNALS

1989-90 being the last year of the 7th Plan, it was agreed to initiate the purchase of back volumes of journals for which the institute is currently subscribing. Back volumes would be procured from the year 1980 and onwards only.

PART B (LAST MEETING)

18.3 TO NOTE THE EXPENDITURE STATEMENT FOR THE YEAR 1988-89.
Noted.

18.4 TO CONSIDER TO ALLOCATE THE VARIOUS GRANTS FOR THE YEAR 1989-90.
Noted.

18.5 TO OBTAIN PHOTOCOPIES OF RESEARCH PAPERS PROVIDED BY THE INTERNATIONAL PHOTOCOPY SERVICE OF THE BRITISH LIBRARY DOCUMENT SUPPLY CENTRE, U.K.
Noted.

18.6 USER EDUCATION

●Noted and observed as under:

(a) Provision be made in the Institute Time-Table that the 7th and 8th periods be kept free on every Wednesday so that User Education Lectures, Library User's Forum activities and the activities of other Societies may be conducted during these periods.

(b) What is Available Where: charts/write-ups be prepared on coloured papers and displayed from time to time.

(c) Occassionally some room in the TIET Newsletter may be utilised to inform Users.

18.7 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE LIBRARY FOR THE YEAR 1988-89.
Noted.

18.8(i) ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.
Noted.

18.8(ii) USE OF PERSONAL BOOKS INSIDE THE LIBRARY

Deputy Director would talk to the Heads of the Departments to earmark some space in some laboratory where students could sit and read from their personal books.

PART - II (FOR CONSIDERATION)

- 19.1 TO NOTE AND APPROVE THE ACTION TAKEN BY THE CHAIRMAN IN ANTICIPATION OF THE APPROVAL BY THE LIBRARY COMMITTEE REGARDING SUBSCRIBING TO THE JOURNALS FOR THE YEAR 1990.

Sanction given by the Chairman to send the subscription to journals for the year 1990 was noted and ratified by the Library Committee.

- 19.2 TO NOTE THE EXPENDITURE STATEMENT FOR THE YEAR 1988-89 AND FROM APRIL TO NOVEMBER 1989

Noted.

- 19.3 TO CONSIDER AND APPROVE THE BUDGET FOR THE YEAR 1990-91 FOR THE INSTITUTE LIBRARY

Resolved to defer the approval of the budget for the year 1990-91 for the time being. Since it is proposed to start some new Departments, Schools and Centres in the near future, the Librarian may obtain information from the respective departments about their needs in terms of amount required by them in the five years to come for the purchase of reading materials. The Library Budget prepared in the light of that information may be considered by the Library Committee in its next meeting.

- 19.4 TO CONSIDER AND APPROVE THE RECOMMENDATIONS OF THE SUB-COMMITTEE WHICH MET ON 14.9.1989 REGARDING THE DISPOSING OF POPULAR MAGAZINES.

Resolved to approve the recommendations of the Sub-Committee which met on 14.9.89 regarding the disposal of popular magazines.

- 19.5 TO ALLOCATE THE GRANT OF Rs.5,00,000/-

Resolved to allocate the grant of Rs. 5,00,000/- received from the Ministry of Human Resource Development for Modernisation and Removal of Obsolescence of the Institute Library as under:

Computerisation	Rs. 4,00,000/-
VCP's with Head Phones	Rs. 20,000/-
Inter-Communication System	Rs. 20,000/-
Training Library Staff	Rs. 10,000/-
Air Cooling	Rs. 20,000/-
Furniture	Rs. 15,000/-
Books	Rs. 15,000/-
	<u>Rs. 5,00,000/-</u>

However, regarding computerisation the Librarian may have a word with Dr. Raj S. Mehta to seek his advice. Resolved further that any saving from the above allocation may be utilised for the purchase of books and video-tapes.

19.6 ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR.

(i) Retiring Members

The Committee went on record to appreciate the useful services rendered by Sh. P.L.Bali, Assistant Professor from August 1987 to April, 1989 and Sh. Nehru Lal, Assistant Professor from Sept. 1987 to April, 1989 as Members of the Library Committee. It was further decided to place on record the meritorious services rendered by the following outgoing student members of the Library Committee during the period July, 1988 to May, 1989.

- i) Sh. Syed Riaz (118/85)
- ii) Kmi.B.Anjana Rao (8/85)
- iii) Sh. Vikas Kukreja (64/85)
- iv) Kmi.Narinder Kaur Bajwa (34/85)
- v) Sh. Bhupinder Paul Singh(143/85)

(ii) Book Fair

Members of Faculty from all the Departments maybe taken to pay a visit to some Book Fair whenever it is on for a minimum of three days for selection of reading material for the Institute Library. However, it may be done when funds are available.

(iii) Additional Budget for the Department of Humanities and Liberal Arts

Request be made to the Director to make provision for additional budget for the new school of Humanities and Liberal Arts for the current financial year.

(iv) Library User's Forum

A Library Users' Forum may be formed under the auspices of which a Library Week may be celebrated. The Forum may arrange talks, essay competitions, preparation of charts, scripts etc. Informative Service Like appetizers to reading may be started by the Forum.

(v) Information Resource Centre

To shift emphasis from artifacts of documents to information, it may be considered to give the name of Information Resource Centre to the Institute Library.

The meeting adjourned with a vote of thanks to the Chair.

Sd/-
LIBRARIAN