USTM

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Library Management Committee

UNIVERSITY OF SCIENCE & TECHNOLOGY MEGHALAYA

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UNIVERSITY OF SCIENCE & TECHNOLOGY, MEGHALAYA

Minutes of the 19th Meeting of the Library Management Committee held on December 27, 2022

Time: 11.00 am   Venue: Office of the Vice Chancellor, USTM

The nineteenth meeting of the Library Management Committee of University of Science & Technology, Meghalaya (USTM) was held on 27th December, 2022 under the Chairmanship of Dr. G. D. Sharma, Honourable Vice Chancellor of USTM. The attendees are:

Sl. No	Name of Members	Designation	Status
01	Dr. G. D. SHARMA	Vice Chancellor, USTM	Chairman
02	Dr. R. K. SHARMA	Advisor, USTM	Advisor
03	Dr. BALENDRA KUMAR DAS	Pro VC	Advisor
04	Dr. SUJIT SIKIDAR	Professor, Commerce	Vice Chairman
05	Dr. JATINDRA NATH GANGULY	Professor, Chemistry	Vice Chairman
06	Dr. A.C. TALUKDAR	Dean, School of Social Sciences & Humanities	Member
07	Dr. ENAMUL KARIM	Dean, School of Applied Sciences	Member
08	Dr. AMIT CHOUDHURY	Dean, School of Business Sciences	Member
09	Dr. PRADIP KUMAR BARUAH	Prof & HOD, Botany	Member
10	Dr. BAHARUL ISLAM	Dean I/C University School of Law & Research	Member
11	Dr. BHAIRAB SARMA	Associate Professor & HOD, CSE	Member
12	Dr. PALLAB KALITA	Vice Principal, School of Pharmaceutical Science	Member
13	Dr. HABIBUL ISLAM	Dean, School of Allied Medical Sciences	Member
14	Dr. GAYATREE GOSWAMI	Dean, PQH School of Education	Member
15	Dr. NURUJJAMAN LASKAR	COE & Finance Officer	Member
16	Dr. MD. MUKUTOR RAHMAN	Librarian I/C	Convener

The Hon'ble Vice Chancellor welcomed all the members to the 19th meeting of the Library Management Committee and briefed about the latest developments in the university library both in terms of collection and services to the esteemed members. Thereafter, the convener initiated the discussion as per the agenda.

The resolutions taken against the agenda items are narrated below:

Agenda	Resolution
Agenda No.: 19.1: Confirmation of the minutes of 18th Library Management Committee Meeting held on 29th July 2022 The minute of the 18th meeting of the Library Management Committee was place before the committee.	**Resolution: Library Management Committee: 19.1:** The Library Management Committee has resolved to confirm the Minutes.
Agenda No.: 19.2: Action Taken Report A report on the follow up action taken based on the resolutions adopted by the Library Management Committee in its 18th meeting was briefed.	**Resolution: Library Management Committee: 19.2:** The Library Management Committee has approved the action taken report (Annexure 4).
Agenda No.: 19.3 To consider the tentative plan of Maulana Azad Central Library for 2023 by Library Management committee **19.3.1** To digitized the library books as per the norms. **19.3.2** To report to Library Management Committee the progress on digitization. 750 books have been digitized in the year 2022. **19.3.3** To digitized 20350 titles of books.	**Resolution: Library Management Committee: 19.3.1** The committee has approved the proposal of digitization of books. **19.3.2** The committee have been appreciated the work of digitization and advised the librarian to expedite the process of digitization. **19.3.3** The committee has approved the proposal.

The meeting ended with the vote of thanks from the Librarian I/C.

Signature
Librarian   27/12/2022
LIBRARIAN I/C
Maulana Azad Central Library
University of Science & Technology
Meghalaya

G. D-S Ray
28.2.2023
Signature
Vice Chancellor

Vice Chancellor
University of Science & Technology
Meghalaya

LIBRARIAN
Maulana Azad Central Library
University of Science & Technology
Meghalaya

Registrar
University of Science & Technology,
Meghalaya

Agenda	Resolution	Action Taken
Library Management Committee 18.2 Subscription of new online database in place of I-Scholar Database.	18.2 As I-Scholar database service provider unable to give service, The library committee decided to subscribe EBSCO database in place of I-Scholar.	18.2 Followed the resolution. Requirement sent to purchase section in the date of 21/09/2022 EBSCO Database subscribed in 01/12/2022 for the year 2022 (print copy of mail is attached)
Library Management Committee 18.3 To consider to write off the fine on returning of books due to corona.	18.3 The Library Management Committee consider the proposal to write off the fine of the students due to corona. The committee will decide the date of recollection of fine also the amount of fine per book per day.	18.3 Following the resolution. As per the decision of the Library Management Committee the fine has been written off which was imposed due to corona.
Library Management Committee 18.4 To propose to established the task Circulation of books from departmental library	18.4 The committee has approved the proposal and the committee advised the librarian to give training in Library Management Software Koha to the Academic Officer from each department and he/she will be responsible for circulation of books from the departments.	18.4 As per the decision of the Library Management Committee the library professional gave the training to the academic officers but 'Book Circulation from Department in KOHA' was not established due to their various issues like 1. Block officers (Academic Officer) are engaged in various duties, 2. Department do not have a computer set for the job. 3. Some of the block officers mentioned that it is a un accepted responsibility in their busy schedule (Feedback taken from the HODs and academic officers). 4. Departments have been using manual issue return system in a register.

Signature
Librarian, MACL, USTM

27/12/2022