

## Library Advisory Committee Meeting

### Minutes

The sixth Library Advisory Committee was held on 4<sup>th</sup> November, 2013 in Shimla at Director's office. The following members attended the meeting:

1. Prof. Chetan Singh, Director (In the Chair)
2. Dr. Sunita Raina (Fellow)
3. Dr. Priyambada Sarkar (Fellow)
4. Dr. Jagdish Arora (External Member)
5. Shri Prem Chand, Librarian (Member Secretary)

Dr. Aleksendra Wenta (Fellow) and Dr. Shivani Chpra, (Fellow) could not attend the meeting due to prior commitments.

The Director welcomed the member of Library Advisory Committee. Thereafter, the members discussed the agenda items.

#### **Item No 1: To confirm the minutes of 5<sup>th</sup> LAC held on 30<sup>th</sup> July 2012.**

The minutes of the 5<sup>th</sup> Library Advisory Committee meeting held on **30<sup>th</sup> July 2012** were placed before the 93<sup>rd</sup> FC meeting and 141<sup>th</sup> GB meeting held on 8<sup>th</sup> and 9<sup>th</sup> November, 2012, respectively. The minutes were approved.

#### **Item 2. Action Taken Report**

The Library Advisory Committee (LAC) noted the action taken on the minutes of 5<sup>th</sup> LAC held on 30<sup>th</sup> July 2012.

#### **Item No 3. To consider the renewal of print journal and E-resources subscription for the year 2014-15.**

The Committee approved the subscription of print and electronic journals as per the details given at **Annexure \*B\** The tentative cost of the subscription of periodicals for the year is. **Rs. 1820862/-**(Eighteen Lakh twenty thousand eight hundred and sixty two only) .

#### **Item 4: TO consider and approve the minutes of th\* Library Sub-Committee meeting held on 09 September 2013**

The recommendations of the Library Sub Committee were approved.

#### **Item 5: Digital Preservation of rare books, periodicals and Institute publications.**

The Committee deliberated on the proposal of the digital preservation of the library materials at the Institute. It was recommended that a committee would be constituted to identify books to be digitized. After finalization of a list of books, further action on the matter would be initiated.

**Item 6: Subscription of ACLS Ebooks.**

The Librarian placed the proposal of ACLS Ebooks and appraised the Committee about the products and its use in the Library. The Committee observed that the most of "the titles in ACLS product are published by prestigious University Presses which are useful for the library to fill the existing gap in its collection. After the deliberation, the Committee approved the subscription of ACLS EBook at the fee of \$800 for single site wide for one year.

**Item 7: Issue of CD and DVD from Audio Video Centre.**

The Committee discussed the proposal of issuing DVDs to Fellows and staff. After deliberation the Committee recommended the following:

1. DVDs and CDs should not be issued to anyone in the Institute as there is possibility of copyright violation and getting it damaged. Those interested to watch the movies can use the facility of the Audio Video section in the Library.
2. Overnight issue to the film society of the Fellows for the purpose of screening the movie in the Pool Theater.
3. Uploading of all the DVDs to mirror server and exploring the possibility of extending the access on LAN of the Institute.

**Item 8: To consider the disposal of unclaimed books.**

The Committee recommended that the Library should prepare a list of unclaimed books in its possession, and place it before the new Fellows who are likely to join in the month of March 2014. It was decided that books that were important and appropriate for the library's collection development policy, should be added to its collection under the gifted category.

**Item 9: Any other item with the permission of the Chair.**

The Librarian raised the issue of shortage of trained professionals in the Library which is affecting the acquisition process and collection development policy of the Library. In order to address this issue, the Librarian proposed to increase the number of Interns from two to four. Dr Suneeta

Raina advised the Librarian to motivate the existing staff to extract maximum work from them. After deliberation, the Committee recommended the following to address the shortage:

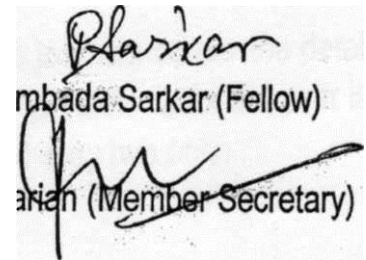
1. Invite proposals from the Universities to nominate meritorious students as Interns for a one year period. In order to formulate the programme, the signing of an MOA with some Universities could be considered, which should address the issues of proper training of Interns in emerging trends in libraries.
2. Alternatively, to hire library professionals on contract basis through outsourcing to meet urgent requirement. . The agency would be asked to send the list of professionals having a Masters Degree in Library Science. Keeping in view of the workload in library, the Institute would select suitable professionals on purely contract basis through outsourcing.

**The meeting ended with a vote of thanks to the Chair.**

Dr. Jagdish Arora, (External Member) Dr. Priyambada sarkar  
(Fellow)

Dr. Sunita Raoma (Fellow)

Prem Chand, Librarian



Priyambada Sarkar (Fellow)  
Prem Chand, Librarian (Member Secretary)