

MINUTES OF DEI LIBRARIES WORKING COMMITTEE MEETING

A meeting of the D.E.I. Libraries Working Committee was held on 13.10.15 in Central Library at 11.30 A.M. The following members were present.

- | | |
|---------------------------|---|
| 1. Prof Ajay Kumar Saxena | Dean, Engg Faculty & Chairman, D.E.I. Library Committee |
| 2. Prof (Mrs) Ragini Roy | Dean, Arts Faculty |
| 3. Prof (Ms) Vibha Nigam | Dean, Education Faculty |
| 4. Prof Pramod Kumar | Dean, Commerce Faculty |
| 5. Prof Ravinder Kumar | Dean, Science Faculty |
| 6. Prof. S.P. Srivastava | Dean, Social Science Faculty |
| 7. Prof C.M. Marken | Expert & Coordinator, CMC |
| 8. Dr. Mange Ram | Dept of Physics & Commuter Center (Invitee) |
| 9. Sh. Gaurav Agarwal | Incharge, Central Library |
| 10. Sh S. C. Mishra | Asstt Univ Librarian, Central Library (Invitee) |
| 11. Sh. P. D. Sharma | Incharge, Education Faculty Library |
| 12. Sh P. David | Prof Asstt, Central Library (Invitee) |
| 13. Smt Uma Tiwari | Incharge, Engineering Library |
| 14. Sh Gur Saran | Incharge, Commerce Faculty Library |
| | Technical College Library (Invitee) |

The following issues were considered:

1. UPDATING BOOKS & JOURNALS:

The Institute has been assisted by UGC for procuring Books & Journals during Plan periods. But even by making the best efforts for their optimum utilization sufficient facilities could not be procured due to inflation and price escalation. Hence assistance is sought as under:

- | | |
|---|---------------|
| a) Books & E-book | Rs. 4000000/- |
| b) Journals (Print+Online) for new course & updating old Discipline | Rs. 2000000/- |

Rs. 6000000/-

JUSTIFICATIONS:

- UGC assistance for development under various plans has not been found sufficient for the Institute course of studies for DEI libraries.
- The funds received are too meager to provide efficient services for UG, P.G. and research programs, resulting discontinuation of some important Journals and e-journals. The funds sought will be used to procure back volumes also.
- Central Library also wish to establish E-library for which eBooks and e-journals required to facilitate its users.

2. EQUIPMENT FOR LIBRARY UPGRADATION & DIGITAL SECTION/E-LIBRARY:

S.N.	Type of equipment	Quantity	Cost (approx.)
1.	Server for Digital Library	01	400000/-
2.	Scanner for Book & Thesis (Bookey)	01	2500000/-
3.	Printer-Cum Scanner General	02	100000/-
4.	Computer Systems Upgrade	15	450000/-
5.	New Desktop Computers	20	800000/-
6.	Printer Barcode (Thermal) including handy thermal barcode printer	04	80000/-
7.	Barcode Scanner	06	24000/-
8.	Laser Jet Printer	04	100000/-
9.	Vacuum Cleaner	04	60000/-
10.	LCD Projector with Display	01	100000/-
11.	Solar AC/Cooling arrangement	01	400000/-
12.	Photocopy Machine (Black & White)	01	320000/-
13.	Water Cooler	01	50000/-
14.	NVR for CCTV Camera 16 Channel	04	100000/-
15.	CC TV Camera (IP Based)	30	200000/-
16.	Solar Power Backup		2000000/-
17.	Software, Network, Accessories , HDD, RAM for Server & Anti-Virus (Manpower)		600000/-
	Total		8284000/-

JUSTIFICATION:

- The central library required a server, three scanners including special book scanner, software and other accessories with manpower to start the work of **institutional repository (Digital Section/E- Library)** to facilitate the users of DEI libraries. For the purpose library also require software, network and accessories with skilled manpower. (Point 1, 2, 3 &17).
- The 15 computer systems of library are with old configuration and required up-gradation to facilitate internet, e-journal and e-resources facilities to the users of libraries. The central Library also require 20 new pc for all libraries users as the strength of users increased now. Central Library also required a LCD projector as time to time it required for presentation of library services, orientation to the users of library. (Point 4,5 &10)
- Central library maintains library server itself and there is no cooling system for the server of DEI libraries. Central library required a solar ac for cooling the server of library. Central Library also require solar backup cooling for its users. (Point 11&16)
- The present photocopier Canon IR 2200 was purchased in Central Library in 2004-05 session, now machine become 10 years old and its parts not available in the market for repair and maintenance. Central library requires a heavy duty photocopy machine to facilitate the users of libraries. The central Library also require one new water cooler for drinking water facility to its users in additional to existing water cooler (Point 12-13).
- The present DVR and CC cameras not covers all area of DEI libraries so library require new 4 NVR with 30 Cameras (IP Based) for vigilances for all DEI libraries. (Point -14-15).
- The DEI libraries have only one vacuum cleaner, which is not sufficient for all libraries so DEI libraries required 4 Vacuums cleaner to remove dust and insects from books etc. (Point-9)

3. REMODELING OF FURNITURE

S.N.	Item	Quantity	Cost (approx.)
1.	Remodeling of Chairs (Users)	250	250000/-
2.	Office Tables	03	20000/-
3.	Computer Chairs (Revolving)	20	30000/-
4.	File Cabinet	04	60000/-
5.	Electronic Display Board	04	30000/-
Grand Total			390000/-

JUSTIFICATION:

- a. DEI Libraries need to remodel of its furniture keeping in mind view of the readers' long seating in libraries. Besides this libraries also required the update of existing furniture (Racks, Almira, File Cabinet, Electronic Display Board, Computer Chairs, and Table).

4. SECURITIES (CEASE FIRE /SMOKE DETECTOR):

S.N.	Item	Quantity	Cost (approx.)
1.	Cease Fire MAP 90 (4 Kg)	16	125000/-
2	Cease -Fire CO2 (2Kg)	04	30000/-
3	Smoke Detector SD LE	40	200000/-
4	Panel	01	40000/-
Grand Total			395000/-

JUSTIFICATION:

There is no security system (Fire) in libraries. Central Library is required cease fire system and smoke detector for securities system. This is a part of disaster management.

Summary for RUSA Proposal: 1+2+3+4 (6000000+8284000+390000+395000)= **1, 50,69000/-**

Or Say One Crore Fifty Lakh Sixty Nine Thousand

5. EXTENSION OF BUILDING:

S.N.	Item	Quantity	Cost (approx.)
1.	Extension of Building	700 Sq Meter	1500000/-

JUSTIFICATION:

The present building of Central Library is not sufficient as user's strength increased with new courses, beside these, library is also engaged in Shodhganga, Shodhgangotri project of INFLIBNET UGC. There is no separate reading room for user and there is not Digital Section and Cyber lab for users in the library. So, Central Library is required extension of present building minimum 700 Sq. meter to cater the needs of users.

6. LIBRARY LATE BOOK FINE:

The present fine is 50 paisa per day for fifteen days and after that Rs 1 per day. The DEI Library Working Committee resolved that late fine should be Rs 1 per day from the first day instead of 50 paisa per day with immediate effect and notice should be displayed on notice board of all DEI libraries. This is to restrict students to return books in time to facilitate other users to get benefitted by the books.

7. PRINTING/PHOTOCOPY RATES:

The member also discussed that rates of impression of photocopy should be reviewed and committee also discussed that library should charge for printing services of library to avoid misuse of the services. **Here, Incharge central library is authorized by the library committee to fix the charge of printing impression but the charge should not be more than market rate, and get approval of Chairman DEI Library Committee.**

8. COMPUTERIZATIONS/SUPERVISION OF TECHNICAL COLLEGE LIBRARY:

The Library committee members discussed the matter of computerization/ supervision of TC library under Incharge of Engineering Faculty Library. For the purpose library committee resolved that one staff (Clerical having knowledge of library) should be provided to TC library for smooth working & computerization. It is also resolved that **a proposal of requirements for up-gradation should be sent to the Principal, TC through Incharge, CL and Chairmen Library Committee. It is also resolved that rent of Books (Rs 10 per book) under Book-Bank scheme (TC) should be charged from students and these charges should be provided to TC library for the development and procurement of new books.** It is also resolved that a list of unused, outdated and damaged book should be prepared for write-off and this list should be put in next meeting of library committee.

9. PHOTOCOPY MACHINE FOR CENTRAL LIBRARY

Library committee also discussed the requirement of heavy duty photocopy machine for central library. The committee member resolved that Rs 3 Lakh may be provided to Central Library from **suitable Grant on urgent basis. It is also resolved that Chairmen DEI library committee should send request to Director, DEI for approval.**

10. Library Committee also recommended the renewal of Proquest Dissertation & Thesis Abstract- Complete with DVD Backup for the year 2015-16 from Ms Allied Publishers Subscription Agency, Chennai for Rs 5,20,000/- approx. from UGC Maintenance Allocated Grant. DEI Library Committee also recommended the renewal of 12 Journals of NISCAIRS-CSIR, New Delhi for the year of 2015-15 for Rs 32000/- approx. from UGC Maintenance Allocated Grant.

11. WINDOWS OS LICENSE FOR LIBRARIES:


The committee member also resolved that a proposal of requirement of windows OS License should be sent to Prof C. M. Marken as Library have no such License.

12. WRITE-OFF BOOKS

It is also resolved by the Library committee that concerned libraries prepare a list of old, unused and damaged books for write-off and put this list in next meeting of Library committee. Faculty/Departments which have departmental library are also requested to take the work of stock verification of all transferred books and make sorting of books (unused, old, outdate, damaged etc) and submit list of books (with physical book) in next meeting of Library Committee. This work may be completed in summer vacation.

The DEI Library working Committee resolved that point 1 to 4 should be sent to RUSA for the grant. The Library Committee also resolved authorities may be requested to provide suitable grant for extension of building as it required to accommodate increasing no of students due to some new courses opened, cyber lab for users and reading room for students.

The meeting ended with vote of thanks to the Chair.


Chairman
DEI Library Committee
27/10/12

Copy to:

1. Director, DEI
2. Meeting File

Library

27
15-9-15

MINUTES OF WORKING COMMITTEE FOR DEI LIBRARIES

A meeting of Working Committee for DEI Libraries was held on 15/09/2015 at 11.30 a.m. at the office of Chairman, DEI Library Committee. The following members were present:

- | | |
|----------------------------|---|
| 1. Prof Ajay Kumar Saxena | Dean, Engg Faculty & <i>AWA</i>
Chairman, D.E.I. Library Committee |
| 2. Prof Ravindra Kumar | Dean, Science Faculty <i>Ram</i> |
| 3. Prof Pramod Kumar | Dean, Commerce Faculty <i>Pramod</i> |
| 4. Prof. (Mrs) Vibha Nigam | Dean, Education Faculty <i>Vibha</i> |
| 5. Prof. (Mrs) Ragini Roy | Dean, Arts Faculty <i>Ragini</i> |
| 6. Prof. S. P. Srivastava | Dean, Social Science Faculty <i>S.P.</i> |
| 7. Dr. Mange Ram | In-charge, Central Library <i>Mange Ram</i> |

1. Books & Journals:

DEI Library working committee members discussed the requirements of books of all faculties and resolved and make the following allocation of balance of Rs 5.51 Lakh (UGC-XII Plan Grant) for books and journals. DEI Library Working Committee also recommended that there should be an allocation of more funds for purchase of books & journals as there is heavy demand of books for update the existing collection and for new courses. It is requested to Director, DEI kindly make provision of more grants for the purpose.

2. Photocopier & Scanner

DEI Library Working Committee has recommended again the purchase of new photocopier for Central Library to facilitate its user as existing photocopier is 10 year old and out of services. Library committee recommended that Rs 3 lakh may be allocated for new heavy duty photocopier for Central Library from suitable grant. DEI Library Working Committee member also recommended the purchase of Scanner for Central Library to facilitate its user. For the purpose Rs 50 thousand may be allocated from suitable grant.

Allocation of Rs 5.51 Lakh (UGC-XII Plan)

S.N.	Faculty/Centers	Department	Rs (Lakh)
1.	Engineering	<i>Civil + Foodwear + Elcat + Mech + Renewables</i>	0.80
2.	Education		0.55
3.	Commerce		0.55
4.	Science	Botany	0.25
		Maths	0.25
		Physics & Computer Science	0.25
		Zoology	0.25
5.	Social Sciences	Economics	0.18
		Management	0.18
		Psychology	0.18
		Soc. & Political Sc.	0.18
6.	Arts	English	0.18
		Drw & Painting	0.20
		Sanskrit & Core Courses	0.18
		Home Sc.	0.18
		Hindi	0.15
7.	Central Library	Gen & Ref	0.50
Storage & Staff (10%)			0.50
Grand Total			5.51 Lakh

The meeting ended with vote of thanks to the Chair

AWA
Chairman,
DEI Library Committee

15/9/15

CL-113
18-11-15

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MINUTES OF DEI LIBRARIES WORKING COMMITTEE MEETING

A meeting of the D.E.I. Libraries Working Committee was held on 17.11.15 in Central Library at 11.30 A.M. The following members were present.

- | | |
|---------------------------|---|
| 1. Prof Ajay Kumar Saxena | Dean, Engg Faculty & Chairman, D.E.I. Library Committee <i>Am</i> |
| 2. Prof (Mrs) Ragini Roy | Dean, Arts Faculty <i>Ry</i> |
| 3. Prof (Ms) Vibha Nigam | Dean, Education Faculty <i>Vignam</i> |
| 4. Prof Pramod Kumar | Dean, Commerce Faculty <i>Pramod</i> |
| 5. Prof Ravinder Kumar | Dean, Science Faculty <i>Ravinder</i> |
| 6. Prof. S.P. Srivastava | Dean, Social Science Faculty <i>Am</i> |
| 7. Dr. Mange Ram | Incharge, Central Library <i>Mange Ram</i> |

1. DEI Library working committee members discussed the requirements of books of all faculties and approved the following allocation of balance of Rs 35.15 Lakh (UGC-XII Plan Grant) for books and journals. DEI Library Working Committee also recommended purchase of new photocopier for Central Library to facilitate its user as existing photocopier is 10 year old and out of services. Library committee also approve the allocation of Rs 3.25 lakh for photocopier in above total allocation of Rs 35.15 Lakh.

Allocation for Books & Journal (UGC XII Plan)

S.N.	Faculty/Centers	Department	Rs (Lakh)
1.	Engineering	Civil+ Footwear+ Electrical+ Mechanical + Renewable	3.5
2	Education	Foundations + Pedagogical Sciences	1.5
3.	Commerce	Accountancy & Law + Applied Business Economics	1.5
4.	Science	Chemistry	1.7
		Botany	1.5
		Maths	1.5
		Physics & Computer Science	1.5
		Zoology	1.6
5.	Social Sciences	Economics	1.25
		Management	1.25
		Psychology	1.25
		Soc. & Political Sc.	1.30
6.	Arts	English	1.40
		Drw & Painting	1.20
		Sanskrit & Core Courses	1.20
		Home Sc.	1.25
		Hindi	0.60
		Music	0.50
7.	Central Library	Gen & Ref	3.50
	Storage & Staff (10%)		2.90
	Heavy Duty Photocopier for Central Library		3.25
	Grand Total		35.15

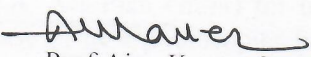
517
20/11/15
Dr Mange Ram
Central Lib
DEI


As far as books only
are concerned please first
spend upto Rs 11 lacs as discussed
19/11-15

not possible
first book shall
be bring
20/11/15

2. DEI Library working committee also discussed and resolved that there should be a one day book exhibition in DEI in month of December for selection of the books. Standard publisher like Tata McGraw-Hill, Pearson Education, PHI, Wiley India, Oxford, Cambridge, Viva Books and North India Publisher etc. and existing vendors should be called for this exhibition. Only venue and furniture will be provided by institute to the publishers and vendors. It is also resolved that selected list of books (with author, publisher, year, price and quantity of books in list) duly signed by the concerned head of the department will be provided to concerned libraries for duplicate checking and orders of books.

The meeting ended with the vote of thank to the chair.


Prof Ajay Kumar Saxena
Chairman 18/11/15
DEI Library Committee


Director, DEI

For approval please

1. Meeting File

MINUTES OF DEI LIBRARIES WORKING COMMITTEE MEETING

A meeting of the D.E.I. Libraries Working Committee was held on 19-03-16 in Central Library at 11.30 A.M. The following members were present.

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|---------------------------|---|
| 1. Prof Ajay Kumar Saxena | Dean, Engg Faculty & Chairman, D.E.I. Library Committee
<i>Ack</i> |
| 2. Prof (Mrs) Ragini Roy | Dean, Arts Faculty
<i>Ragini</i> |
| 3. Prof (Ms) Vibha Nigam | Dean, Education Faculty
<i>Vibha</i> |
| 4. Prof Pramod Kumar | Dean, Commerce Faculty
<i>Pramod</i> |
| 5. Prof Ravinder Kumar | Dean, Science Faculty
<i>Ravinder</i> |
| 6. Prof. S.P. Srivastava | Dean, Social Science Faculty
<i>Am</i> |
| 7. Dr. Mange Ram | Incharge, Central Library
<i>Mange Ram</i> |

The Committee members discussed and approved the purchase of various Journals under UGC Maintenance Grant. The detail of invoices with publisher is a under:

List of Invoices of Journals under UGC Maintenance Grant

Sl. No.	Title	Subject	Vol. & Year	Invoice Detail		Supplier	Amount	
				No.	Date		Foreign	Indian
1	Human Factors	Engineering	Vol. 58 2016	PFI- J/15/04075	29/01/2016	Sage Publications India Pvt. Ltd., B1/11, Mohan Cooperative Industrial Area, Mathura Road, Post Bag No. -7, New Delhi - 110 044	\$900.00	63,180.00
2	International Political Science Review	Political Sc.	Vol. 37 2016	PFI- J/15/04079	29/01/2016		£494.00	52,166.00
3	European Journal of International Relations	Political Sc.	Vol. 22 2016	PFI- J/15/04086	29/01/2016		£880.00	92,928.00

The Committee members also discussed and approved the purchase of Books & Journals under DEI Non-Government Grant. The List of bills is attached as Appendix -A.

The meeting ended with the vote of thanks to the chair

Ack
Prof Ajay Kumar Saxena
Chairman, D.E.I. Library Committee

Appendix –A. List of Bills under DEI Non-Government Grant- Books & Journals

S.N	Firm Name	Bill No	Date	Amount
1	Ms Brijwasi Book Distributors, Delhi	139	18-03-16	14827
2	Ms Brijwasi Book Distributor, Delhi	BW/003505	04-03-16	7295
3	Ms Brijwasi Book Distributor, Delhi	BW/003506	05-03-16	14671
4	Ms Brijwasi Book Distributor, Delhi	BW/003507	06-03-16	17394
5	Ms Brijwasi Book Distributor, Delhi	BW/003508	06-03-16	3213
6	Ms Sharma Brothers, Delhi	SB/108/15/16	17-03-16	19898
7	Ms Sharma Brothers, Delhi	SB/109/15/16	17-03-16	1748
8	Ms Sharma Brothers, Delhi	SB/110/15/16	18-03-16	12712
9	Ms Sharma Brothers, Delhi	SB/114/15/16	18-03-16	6508
10	Ms Book for All, Agra	BFA/3652	12-03-16	10240
11	Ms Books for All, Agra	BFA/3650	12-03-16	7672
12	Ms Books for All, Agra	BFA/3651	12-03-16	3092
13	Ms The Book Corner, Agra	6739	04-03-16	15182
14	Ms Books for All, Agra	BFA/3705	18-03-16	5132
15	Ms Y K Pubisher, Agra	12799	18-03-16	2032
16	Ms Alok Book Center, Agra	284	18-03-16	1996
17	Ms The Book Corner, Agra	6760	18-03-16	3480
18	Ms The Books For All, Agra	244	18-03-16	2908

INCHARGE
 CENTRAL LIBRARY
 D.E.I.

Margie
19/03/16

MINUTES OF DEI LIBRARIES WORKING COMMITTEE MEETING

A meeting of the D.E.I. Libraries Working Committee was held on 20.07.16 in Central Library at 11.30 A.M. The following members were present.

1. Prof S. P. Kaushik

Dean, Commerce Faculty & Chairman, D.E.I. Library Committee

2. Prof S. K. Gaur

Dean, Engineering Faculty

2. Prof (Mrs) Ragini Roy

Dean, Arts Faculty

3. Prof (Ms) Vibha Nigam

Dean, Education Faculty

4. Prof Ravinder Kumar

Dean, Science Faculty

5. Prof. S.P. Srivastava

Dean, Social Science Faculty

6. Dr. Mange Ram

Incharge, Central Library

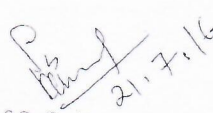
1. DEI Library working committee members discussed the requirements of books & Journals of all faculties and approved the following proposed allocation of Rs 30 Lakh (UGC-XII Plan Grant) for books and journals.

Proposed Allocation Rs 29.98 Lakh under UGC XII Plan-Books & Journal Grant

S.N.	Faculty/Centers	Department	Rs (Lakh)
1	Engineering	(Including 1.25 Lakh for B. Arch Books)	6.25
2	Education	(Including 25 Thousand for purchase of Library Classification & Cataloguing Books)	1.2
3	Commerce	Accountancy & Law + Applied Business Economics	1.5
4	Science	Chemistry (Including Homeopathy Books Rs 1.2 Lakh)	1.76
		Botany	1
		Maths	1
		Physics & Computer Science	1
		Zoology	1
5	Social Sciences	Economics	1
		Management	1
		Psychology	1
		Soc. & Political Sc.	1
6	Arts	English	1
		Drw & Painting	1
		Sanskrit & Core Courses	1
		Home Sc.	1
		Hindi	0.4
		Music	0.3
7	Central Library	Gen & Ref	3.85
Storage & Staff (10%)			2.72
Grand Total			29.98

2. DEI Library working committees also discussed the need of orientation program of students about libraries. It is requested to all Deans of Faculties kindly arrange the schedule of orientation program for newly admitted students about the use of libraries and send students to libraries for the purpose. It is also recommended by the members of library committee that B. Arch books will be processed in Engineering faculty library and after that transfer will be made.

The meeting ended with the vote of thank to the chair


 21.7.16
 Prof S. P. Kaushik
 Chairman, DEI Library Committee

For Approval Please

MINUTES OF DEI WORKING LIBRARY COMMITTEE, CENTRAL LIBRARY

A meeting of DEI Working Library Committee, Central Library was held on 27/03/2017 at 11.00 a.m. at the office of Chairman, DEI Library Committee. The following members were present:

Prof S. P. Kaushik	Dean, Commerce Faculty & Chairman, D.E.I. Library Committee
Prof (Mrs.) Ragini Roy	Dean, Arts Faculty
Prof. K. C. Vashishtha	Dean, Education Faculty
Prof S K Gaur	Dean, Engineering Faculty
Prof. Ravindra Kumar	Dean, Science Faculty
Prof. S. P. Srivastava	Dean, Social Science Faculty
Dr. Mange Ram	In-charge, Central Library


The Committee members discussed and approved the purchase of the "Prowess for Interactive Querying (IP)" Database in Central Library under UGC - XII Plan Equipment Grant. The GB of the institute has approved CIME database vide its resolution no 30 Sr No 1 on dated 04-03-17. The purchase made under the said Grant is approved. The Detail of invoice is given as under.

ABSTRACT

Sl. No.	Supplier	Title	SUBSCRIPTION	Progressive Amount
1	Centre For Monitoring Indian Economy Pvt. Ltd.	Prowess for Interactive Querying (IP)	₹ 2,07,000.00	₹ 2,07,000.00

The members of the committee also discussed and approved the purchase of books and journal against DEI Non-Government -Development Grant (as Annexure-A & A1 Attached).

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


Chairman,
DEI Library Committee

Encls: As above

Annexure-A

Gen & Ref			
S.N	Supplier	Bill No	Amt Rs
1	Ms Brijwasi Book Distributors, N Delhi	528	4256
2	Ms Brijwasi Book Distributors, N Delhi	527	7100
3	Ms Brijwasi Book Distributors, N Delhi	526	5956
4	Ms Sharma Brother New Delhi	SB/63/16/17	16634
5	Ms Sharma Brother New Delhi	SB/64/16/17	1720
6	Ms Suvidh Book Distributors, Agra	352	6632
7	Ms Suvidh Book Distributors, Agra	353	8656
8	Ms H MV Books & Periodicals Agra	HMV/4050	13764
9	Ms Books for All, Agra	BFA/4069	12824
10	Ms Books for All, Agra	BFA/4070	7192
11	Ms Brijwasi Book Distributors, N Delhi	531	680
12	Ms Brijwasi Book Distributors, N Delhi	549	6304
13	Ms Suvidh Book Distributors, Agra	356	3092
14	Ms Suvidh Book Distributors, Agra	357	3776
15	Ms Books for All, Agra	BFA/4078	920
16	Ms Suvidh Book Distributors, Agra		11256

106506

Botany			
S.N	Supplier	Bill No	Amt Rs
1	Ms Alok Book Center Agra	372	9990

Dr & Painting			
S.N	Supplier	Bill No	Amt Rs
1	Ms Banke Bihari Prakashan, Agra	50	5980
2	MS H MV Books & Periodicals , Agra	HMV/4049	4175


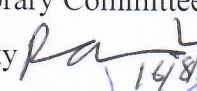
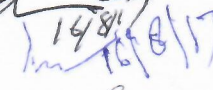
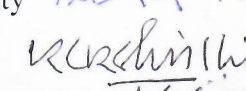
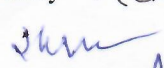
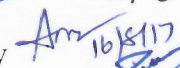
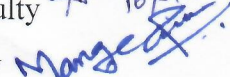
Hindi			
S.N	Supplier	Bill No	Amt Rs
1	Ms Banke Bihari Prakashan, Agra	51	13972
2	Ms Suvidh Book Distributor, Agra	354	8848
3	Ms Suvidh Book Distributor, Agra	355	7072

Education			
S.N	Supplier	Bill No	Amt Rs
1	Ms Brijwasi Book Distributors, New Delhi	544	17208
2	Ms Brijwasi Book Distributors, New Delhi	545	5468
3	Ms Rakhi Prakashan, Agra	1600/RPPL/2016-17	5457
4	Ms Rakhi Prakashan, Agra	1606/RPPL/2016-17	443
5	Ms D J Book Distributors	2307	700

Maese

MINUTES OF WORKING COMMITTEE FOR DEI LIBRARIES

A meeting of Working Committee for DEI Libraries was held on 16/08/2017 at 11.00 a.m. at the office of Chairman, DEI Library Committee. The following members were present:

- | | | |
|---|--|---|
| 1. Prof S P Kaushik | Dean, Commerce Faculty &
Chairman, D.E.I. Library Committee |  |
| 2. Prof Ravindra Kumar | Dean, Science Faculty |  |
| 3. Prof S. K. Gaur | Dean, Engineering Faculty |  |
| 4. Prof. K. C. Vasishth Vasishth <i>Vasishth</i> | Dean, Education Faculty |  |
| 5. Prof. J. K. Verma | Dean, Arts Faculty |  |
| 6. Prof. S. P. Srivastava | Dean, Social Science Faculty |  |
| 7. Dr. Mange Ram | In-charge, Central Library |  |

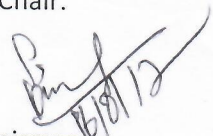
1. Books & Journals:

DEI Library working committee members discussed the requirements of books of new course only for all faculties and resolved and make the following allocation of balance of Rs 3 Lakh (UGC Grant) for books and journals. DEI Library Working Committee also recommended that there should be an allocation of more funds for purchase of books & journals as there is heavy demand of books for update the existing collection and for new courses. It is requested to Director DEI kindly make provision of more grants for the purpose.

Allocation of Rs 3 Lakh (UGC Grant)

S.N.	Faculty/Centers	Department	Rs (Lakh)
1.	Engineering	Civil, Footwear, Architecture	0.60
2.	Education	For New Course only	0.35
3.	Commerce	For New Course only	0.30
4.	Science	Botany (Dairy etc.)	0.40
5.	Social Science	Management (MBA Agriculture etc.)	0.25
		Sociology (Human Right etc.)	0.17
6	Arts	English	0.18
7.	Central Library	Gen & Ref	0.45
Storage & Staff (10%)			0.30
Grand Total			3.00 Lakh

The meeting ended with vote of thanks to the Chair.


Chairman
DEI Library Committee

MINUTES OF DEI LIBRARIES WORKING COMMITTEE MEETING

A meeting of the D.E.I. Libraries Working Committee was held on 24-11-17 in Central Library at 11.00 A.M. The following members were present.

- | | |
|---------------------------|---|
| 1. Prof S P Kaushik | Dean, Commerce Faculty & Chairman, D.E.I. Library Committee |
| 2. Prof J. K. Verma | Dean, Arts Faculty |
| 3. Prof K. C. Vashishtha | Dean, Education Faculty |
| 4. Prof S. K. Gaur | Dean, Engineering Faculty |
| 5. Prof G.S. Tayagi | Dean, Science Faculty |
| 6. Prof. S. P. Srivastava | Dean, Social Science Faculty |
| 7. Dr. Mange Ram | Incharge, Central Library |
| 8. Sh P. D. Sharma | Prof Asstt, Central Library (Co-Opted Member) |

The Committee members discussed and approved the purchase of various Journals under UGC Maintenance Grant. The detail of invoices with publisher is as under:

List of Invoices of Journals under UGC Maintenance Grant

S. N.	Supplier	Title	SUBSCRIPTION AMOUNT				
			Foreign	Indian ₹	GST %	GST ₹	Total ₹
01	Sage Publications India Pvt. Ltd.	Human Factors	\$1,002.00	₹ 64,699.14	0.00	₹ 0.00	₹ 64,699.00
02		International Political Science Review	₹550.00	₹ 46,431.00	0.00	₹ 0.00	₹ 46,431.00
03		European Journal of International Relations	₹979.00	₹ 82,647.18	0.00	₹ 0.00	₹ 82,647.00
04	Allied Publishers Sub Agency, Chennai	ProQuest Dissertation & Theses Abstracts - Complete, Section A & B (online e-journal)	\$8,169.00	₹ 5,44,872.30	18.00	₹ 98,077.01	₹ 6,42,949.00
05	Allied Publishers Subscription Agency, New Delhi	Science (Print only)	\$1,897.00	₹ 1,27,668.10	0.00	₹ 0.00	₹ 1,27,668.00
06		American Journal of Psychology (Print only)	\$339.00	₹ 22,814.70	0.00	₹ 0.00	₹ 22,815.00
07		American Journal of Sociology (Print only)	\$595.00	₹ 40,043.50	0.00	₹ 0.00	₹ 40,044.00
08		Journal of Applied Psychology (Print only)	\$1,616.00	₹ 1,08,756.80	0.00	₹ 0.00	₹ 1,08,757.00
09		Applied Ergonomics (Print only)	\$2,120.00	₹ 1,42,676.00	0.00	₹ 0.00	₹ 1,42,676.00
10		Economic Botany (Print only)	₹ 240.00	₹ 19,080.00	0.00	₹ 0.00	₹ 19,080.00
11		Journal of Educational Research (Print + online)	\$459.00	₹ 30,890.70	18.00	₹ 5,560.33	₹ 36,451.00
12		Canadian Journal of Zoology (Print + online)	\$2,460.00	₹ 1,65,558.00	18.00	₹ 29,800.44	₹ 1,95,358.00
13		Modern Language Review (Print + online)	₹295.00	₹ 25,960.00	18.00	₹ 4,672.80	₹ 30,633.00

Total = ₹ 15,60,208.00

R. V. Shrivastava

Mange Ram

J. K. Verma

P. D. Sharma

P. S. Kaushik

DEI Library Working Committee also discuss the received binding rate of books and journals from different binders and approved the rate after comparison. The comparison of received rate is as follow:


Comparative Chart

S N	Items	M/S Kushal Mangal, 39/12, Karwan, Lohamandi Road, Agra	दिनेश बुक वाइण्डर, 26/248, वाडा चरनसिंह, राजा की मण्डी, आगरा	महेश बुक वाइण्डिंग हाऊस, 9/7, अशोक नगर, सिंधी कॉलोनी, आगरा	ललित बुक वाइण्डिंग हाऊस, वाडा चरनसिंह, गोकुलपुरा, राजा की मण्डी, आगरा	देवेन्द्र बुक वाइण्डिंग, वाडा चरनसिंह, आगरा
01	Repairing and Binding of Books of al size	₹ 30.00	30.00	40.00	40.00	40.00
02	Full Cloth Binding of Books	---	---	70.00	---	80.00
03	Full Cloth Binding of Journals	---	60.00	150.00	70.00	---
04	Leather Binding of Journals with, Golden Embossing	---	140.00	---	160.00	150.00
05	Project Binding Simple	---	---	50.00	---	---
06	Loose Paper Binding	---	---	---	---	50.00

After analyzing above comparison the committee member discussed that two binder quoted the same rate of Rs 30 for binding of books so it is resolved that binding rate of all size of books will be Rs 30/- per book. Library may give the binding work of books to any binder after check of quality of work and performance of binder at the rate of Rs 30/- per book (for all size books).

It is also resolved that rate of Rs 60 for cloth binding and Rs 140 for leather binding of Ms Dinesh Book Binder 26/248, Bara Charan Singh, Raja ki Mandi, Agra is approved for the all size of journals.

The meeting ended with the vote of thanks to the chair


Prof S. P. Kaushik
Chairman, D.E.I. Library Committee

MINUTES OF DEI LIBRARIES WORKING COMMITTEE MEETING

A meeting of the D.E.I. Libraries Working Committee was held on 17-08-2018 in Central Library at 2.00 P.M. The following members were present.

- | | |
|----------------------------|--|
| 1. Prof S. P. Kaushik | Dean, Commerce Faculty & Chairman,
D.E.I. Library Committee |
| 2. Prof Ragini Roy | Act Dean, Arts Faculty |
| 3. Prof K. C. Vashistha | Dean, Education Faculty |
| 4. Prof K. Hans Raj | Dean, Engineering Faculty |
| 5. Prof G. S. Tyagi | Dean, Science Faculty |
| 6. Prof. Kamal Jeet Sandhu | Dean, Social Science Faculty |
| 7. Dr. Mange Ram | Incharge, Central Library |
| 8. Sh Gaurav Agrawal | Asstt University Library, CL (Co-opt) |
| 9. Sh P. D. Sharma | Incharge, Periodical Section, CL (Co-Opt) |
| 10. Sh. S. C. Mishra | Incharge, Education Faculty Library |
| 11. Sh P. David | Incharge, Engineering Faculty Library |
| 12. Smt Uma Tiwari | Incharge, Commerce Faculty Library |

The following issues were considered

1. Write-off (Outdated and damaged Books)

It is resolved that 7746 books (WTC, REI, Arts, Social Science, Science, Education Library, Commerce Library and Engineering Library and Book Bank Books) costing of Rs 316979.67 should be considered for write-off as the physical condition of the books are very poor as they are torn, beyond repair and out of use (Abstract given below). And most of the book- bank books have not been borrowed since past fifteen years approximately, as the information contained in them is obsolete.

The committee member also discussed and resolved that after write-off, the books will be displayed in concerned library for sale (Small Size Book Rs 5 and Big Size Book for Rs 10) for faculty and students (after stamping of Write-off). Remaining books will be sale to sellers as Raddi with stamping of Write-Off.

S.N	Library	Section	No of Books	Cost
1.	Education	WTC, REI & Education	2350	71678.00
2.	Engineering	Engineering library	2854	116179.50
		Book Bank	841	38672.81
3.	Commerce	Commerce	556	51728.00
		REI	567	22512.80
4.	Central Library	WTC	351	4108.16
		REI	110	1428.62
		Arts & Social Science	117	10671.78
			7746	316979.67

2. Requirements of Libraries

The library committee members also discuss and resolved the following requirements of grant in DEI Libraries:

2.1 Books & Journals

Proposed allocation for Requirement for Books & Journals

Faculties		Rs in Lakh
Engineering		
	Civil	10
	Electrical	02
	Mechanical	02
	Footwear	02
	Architecture	02
Science		
	Zoology	02
	Chemistry	02
	Physics & Com Science	03
	Botany	03
	Maths	02
	Agri Botany	02
	Agriculture	01
	Dairy Botany	02
B. Voc		
	Apparel	02
	Food Processing	02
	Textile	02
	Renewable Energy	02
Education	B Ed & D Ed	05
Commerce		05
Arts		
	Dr & Painting (BFA)	05
	English	03
	Music	01
	Hindi	01
	Home Science	04
	Sanskrit	02
Social Science		
	Economics	02
	Management	04
	Soc & Pol Sc	03
	Psychology	03
Ayush		05
Gen & Ref		10
Print Journals, e-Journals & eBook		30
		126

2.2. Equipment & Furniture

The library committee members also discuss and resolved the following requirements of Equipment & Furniture of Libraries of DEI:

S.N	Library	Equipment	Cost in Approx. Lakhs
1.	Engg Library	PC, Printers Vacuum Cleaner and CCTV Camera etc.	5.00
2.	Education Library	PC, Printers Vacuum Cleaner and Fire Equipment etc.	4.00
3.	Commerce Library	PC, Printers Vacuum Cleaner and Fire Equipment etc.	3.00
4	Central Library	Remodelling of Furniture & Other ICT related items	5.00
Total			17.00

2.3. Building Extension

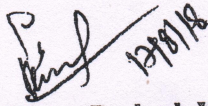
The Committee members also discussed, observed and resolved that there is acute shortage of space in all DEI Libraries. Space should be increased via extension in Commerce Library, Education Library and Engineering Library. The committee members also recommended the 736 Sq. Meter extension in North Side of Central Library as the G. B. of the institute approved the extension of Central Library vide its resolution no 63 at Sr No 7 on dated 03-10-09 but building could not extended to yet). The estimate of extension may be got from Works Department of DEI.

2.4. Staff Requirement

There is an acute shortage of staff in Central Library as 4 staff position are vacant due to transfer of Mr B. P. Singh, Sh Ajay Kumar Prof Asstt deputed at Amritsar, Sh D. C. Sharma Retired and Mr Pooran expired on 29-07-18. Library works (Data Entry Maintenance, Book Maintenance, Barcode, Shodhganag work, Digital Institutional Repository and Digitization of Rare Books) are going to pending.

The Members of Library Committee strongly recommended that 4 staff should be provided to Central Library in additional 2 staff Clerical Grade (Computer Operator). The Member also recommended that one Clerical Staff should be provided to Education Library.

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


Prof Satya Prakash Kaushik
Chairman, DEI Library Committee

DAYALBAGH EDUCATIONAL INSTITUTE
Dayalbagh, AGRA

Dated: 02-11-2018

The under – mentioned purchase proposal is being submitted in duplicate for administrative approval of Director/ Governing Body, financial clearance and nomination of expert/nominees. *over-certified by Rs. 98.88 lakhs*

The expenditure would be booked under UGC Where a balance of Rs is available.

S.N	Particulars/Name	No.	Rate Per Unit (Rs)	Total amount(Rs)	Existing number & Justification/Remarks	Requirement of Electricity per month (in k.w.), if any
B.	Non Recurring					
	Books & Journals			1.26 Crore	DEI Libraries have not got any grant for last two years. Books and Journals also required for new course. General and Reference Collection has not updated for last two years.	N.A
Grand Total				1.26 Crore		

Acct. Dept.
No. 555
Dt 6/11/18

Acct. Dept.
No. *[Blank]*
Dt *[Blank]*

[Signature]
2/11/18
Chairman
D.E.I. LIBRARY COMMITTEE

PI/Proposer Deputy Librarian (in charge) Chairman, DEI Library Committee

[Signature]
केन्द्रीय पुस्तकालय
Central Library
(For use at Treasurer's Office)

No. TR/.....

Dated: 6/11/2018

The above proposal has our financial clearance and is VALID for 6 months from the date of issue OR till the end of utilization period of relevant grant whichever is earlier. *by 31/3/2019.*

Nominee of the Treasurer, if any: *AR(A)*

Funds are available

Noted in A.R. No. *84/Plan/Capital Assets*

[Signature]

Books & Journals / Rs. 126 Lakhs. ACCOUNTANT

[Signature]
6/11/18

[Signature]
TREASURER

(For Director's Approval)

Director's Remarks:

Name of Director's Nominee, if any:

Name of Expert:

[Signature]
6/11/18
DIRECTOR

Sh. Muneem
clib