

Bhavan's College, Andheri-West, Mumbai

Minutes of Library Committee of Bhavan's College, Andheri-West, Mumbai - 40058

Date: 23/02/2021

Time: 2.30 p.m. to 3.30 p.m.

Venue: Virtual Google Meet Platform

Link: meet.google.com/vuo-anqj-ukc?hs=224

The Library Committee Meeting was held on 23rd February 2021 and the following members were present in the meeting.

| The Members Present for the Meeting | | |
|--------------------------------------------|--------------------------|-----------------------------|
| 1 | Dr. Rekha Sharma | Vice-Principal In-Charge |
| 2 | Mr. Ramesh Paloti | Convener |
| 3 | Prof. Prakash Degadwala | Member |
| 4 | Prof. Raana Abdul Rehman | Member |
| 5 | Prof. Rutam Mulay | Member |
| 6 | Mrs. Manisha Padikar | Invitee - Library Staff |
| 7 | Mr. Balu Ovhal | Invitee - SFC Library Staff |

Agenda for the meeting:

1. To confirm the minutes of the last meeting
2. To prepare an action plan for the academic year 2020-21
3. The Budget for the Year 2020-21
4. Library Requirements for the Year 2020-21
5. To discuss any other matter with the permission of the chair
6. Vote of Thanks

The following matters were discussed and resolutions were made.

1. To confirm the minutes of the last meeting: Dr. Rekha Sharma, Vice-Principal In-Charge presided over the meeting and introduced newly inducted members to the committee. Mr. Ramesh Paloti welcomed the library committee members and read the minutes of the last meeting. After due deliberations Minutes of the last meeting were confirmed.

2. To prepare an action plan for the academic year 2020-21: The Librarian, Mr. Ramesh Paloti informed the members that a plan of activities has been prepared and submitted to the office of the Principal.

3. The Budget for the Year 2020-21: The Budget for the Year 2020-21 was discussed in detail and following resolutions were made.

Subscription of Periodicals: The committee suggested the librarian to prepare a list of periodicals (Journals and Magazines) and get the approval from Heads of the Departments for further course of action.

Renewal of N-LIST Database: The committee approved the renewal of N-LIST database for the period 1st April 2021 to 31st March 2022 as the cost of the database is subsidized for aided colleges in India i.e. Rs. 5900/- and it is very much required for accessing academic and research information on the internet.

Purchase of Books: The committee resolved that the purchase of books can be considered depend upon the re-opening of the college. However, Prof. Prakash Degadwala suggested that in case of any urgent requirement from department for purchase of books be considered after prior permission from the office of the Principal.

4. Library Requirements for the Year 2020-21: The Librarian discussed the problem of current Library Software and requested the committee members to approve and sanction the required amount for the purchase of new library software. The Librarian was asked to call for quotations from vendors and present before the Office of the Principal and Committee Members.

5. To discuss any other matter with the permission of the chair: The following other matters were discussed and decisions were made.

Library Services and Facilities: It was resolved that, the library services and facilities only be resumed after getting permission from competent authority (Government / University of Mumbai). The committee suggested the librarian to follow proper guidelines and take safety measures while re-opening the library for students and staff.

Online Services: Prof. Raana Abdul Rehman and Prof. Rutum Muley suggested the librarian to provide PDF Copies of books which are available online. The librarian agreed to their suggestion and assured them to provide PDF Copies of books which are out of Copyright Act and without violating the Intellectual Property Rights of the author/s.

Webinars on Use of E-Resources and Memory Techniques for Students: The Librarian informed the Committee members about the proposals received for organizing webinars on the aforesaid topics. The Committee suggested the librarian to discuss with office of the Principal and IQAC to decide on the dates.

Online Books Exhibition: The Committee suggested the librarian to speak to different publishers and explore the possibilities of organizing book exhibition online. It was decided to organize the exhibition in the month of March 2021.

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