MINUTES OF THE FIRST MEETING OF THE TWELFTH LIBRARY COMMITTEE
HELD ON TUESDAY THE 21ST MARCH, 2017 AT 3.00 P. M. IN THE CONFERENCE HALL, ADMINISTRATIVE BLOCK, GOA UNIVERSITY, TALEIGAO PLATEAU, GOA

The first meeting of the 12th Library Committee was convened on Tuesday 21st March, 2017 at 3.00 p.m. in the Conference Hall, Administrative Block, Goa University under the Chairpersonship of Vice - Chancellor Prof. Varun Sahni

Members Present

Registrar
Finance Officer
Dr. Bipin Tiwari
Dr. S.S. Umraskar
Ms. Scarlet Fernandes
Dr. Prakash Pariekar
Dr. Seema S. Risbud
Dr. Joanna P. Coelho
Shri. M. D. Aiholi
Dr. P. Sriram
Dr. R. Nirmala
Prof. Aftab Ahmed Can
Dr. Sanjeev C. Ghadi
Dr. Anthony Viegas
Dr. M. Tamba
Dr. Bholanath Pahari
Prof. I. K. Pai
Dr. Nandakumar Kamat
Ms. Lakshangy Chari
Dr. V.V. Kamat
Dr. Anjali Chaubey
Dr. J. S Parab
Dr. Mamta Kumari
Dr. Alaknanda Shringare

Registrar
Finance Officer
Dr. Bipin Tiwari
Dr. S.S. Umraskar
Ms. Scarlet Fernandes
Dr. Prakash Pariekar
Dr. Seema S. Risbud
Dr. Joanna P. Coelho
Shri. M. D. Aiholi
Dr. P. Sriram
Dr. R. Nirmala
Prof. Aftab Ahmed Can
Dr. Sanjeev C. Ghadi
Dr. Anthony Viegas
Dr. M. Tamba
Dr. Bholanath Pahari
Prof. I. K. Pai
Dr. Nandakumar Kamat
Ms. Lakshangy Chari
Dr. V.V. Kamat
Dr. Anjali Chaubey
Dr. J. S Parab
Dr. Mamta Kumari
Dr. Alaknanda Shringare

Department representatives present in place of Member/HOD

Ms. Natasha Gomes
Prof. Aprajita Gangopadyay
Prof B. R. Shrinivasan
Prof. Sanjayot Pai Vernekar

Ms. Natasha Gomes
Prof. Aprajita Gangopadyay
Prof B. R. Shrinivasan
Prof. Sanjayot Pai Vernekar

Members Absent
President P.G. Union

Members Absent
President P.G. Union
Minutes of the 12th Meeting of the Library Committee

Date: 21st March, 2017

Time: 3.00 p.m.

Venue: Conference Hall, Goa University, Taleigao Plateau, Goa.

A list of members who attended the meeting of Library committee and those who sought leave of absence is appended.

The Chairperson welcomed the members to the First Meeting of the 12th Library Committee of the Goa University Library and requested the member secretary to proceed with agenda.

Thereafter, the agenda was taken up for discussion

<table>
<thead>
<tr>
<th>A</th>
<th>DISCUSSION ITEMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1</td>
<td>CONFIRMATION OF MINUTES</td>
</tr>
<tr>
<td>A.1.1</td>
<td>To Confirm the minutes of the 1st. Meeting of the 11th Library Committee held on 4th August 2014.</td>
</tr>
<tr>
<td></td>
<td>Chairperson noted that last library committee meeting was held in August, 2014 and later it was not conducted till date and was of the view that it is inappropriate not to conduct meetings of the library committee at least twice in a year. As such it was decided to conduct the next library committee meeting before the end of September, 2017.</td>
</tr>
<tr>
<td></td>
<td>The minutes of the First Meeting of the 11th Library Committee held on 4th August, 2014 was confirmed.</td>
</tr>
<tr>
<td></td>
<td>(Action: Librarian)</td>
</tr>
<tr>
<td>A.2</td>
<td>REPORT OF EXPENDITURE</td>
</tr>
<tr>
<td>A.2.1</td>
<td>Report of expenditure incurred on plan budget (books and journals) for the year 2015-16 was approved.</td>
</tr>
<tr>
<td></td>
<td>Report of expenditure incurred on plan budget (books and journals) for the year 2016-17.</td>
</tr>
<tr>
<td></td>
<td>It was approved after discussion. Finance Officer noted some discrepancies in the expenditure statement of current financial year. It was decided to correct and circulate the same along with minutes of the meeting.</td>
</tr>
<tr>
<td></td>
<td>(Action: Librarian)</td>
</tr>
</tbody>
</table>
### A.2.2. Report on the expenditure incurred on Book Bank Scheme and other funds for the year 2015-16 was approved.

**Report on the expenditure incurred on Book Bank Scheme and other funds for the year 2016-17.**

It was approved after discussion. Finance Officer noted some discrepancies in the expenditure statement of current financial year. It was decided to correct and circulate the same along with minutes of the meeting.

(Action: Librarian)

### A.2.3. Report on the expenditure incurred on UGC XIIth plan (2012-13 to 2016-17).

Expenditure statement was presented. Registrar suggested that if there is balance left in the grant, then the bills paid under plan funds or pending bills could be adjusted against it.

The Chairperson suggested that departments can send recommendations within 3 days of Library Committee meeting (i.e before 24/3/2017).

(Action: Librarian)

### A.3 Proposal for E-books procurement

The member secretary proposed the need for a policy for procurement of e-books. Prof. Nandakumar Kamat, Dept. of Botany felt that we should rethink on the procurement of e-books. Some members of Library Committee also supported him as the cost of e-books is very high.

Chairperson advised librarian to select e-books and e-journals with perpetual access. He also suggested that library may conduct a session for the library committee members on various publishing models of e-books by inviting major publishers. This will help in evolving an e-book procurement policy for the Goa University Library.

(Action: Librarian)

### A.4 Databases and Software purchased directly by departments

There are departments which procure or subscribe for software and databases used exclusively by them.

It was suggested that such purchases be made by the library and make it available to the entire campus through campus network.

(Action: Librarian)
| A.5 | **Uploading the Minutes of the Meeting of Library Committee on University Website.**  
It was decided to upload the minutes of the committee meeting on the university website based on the request of Prof. Nandakumar Kamat.  
He also suggested that we may approach the legislative secretariat, Government of Goa for getting the copies of assembly proceedings and related literature. 

(Action: Librarian) |
| A.6 | **Pattern of Funds allocation to various departments**  
There was discussion on the pattern of funds allocation to various departments in the case of purchase of books and journals. Member secretary explained that present allocation is based on a formula developed by Prof. Sudarsan of Economics Department. Some members suggested that the present formula is not reflecting the actual number of students in the department. It was decided to have a new committee constituted with the following members for evolving new formulae for the allocation of funds.  
Following members were selected to form a committee for allocation of funds for purchase of books and journals.  
For books  
Prof. P.K. Sudarsan, Dept. of Economics  
Prof. Nandakumar Kamat, Dept. of Botany and  
Dr. Anjali Chaubey, Dept. of English  

For Journals  
Prof. P.K. Sudarsan, Dept. of Economics  
Dr. Prakash Pariekar, Dept of Konkani and  
Dr. R. Nirmala, Dept. of Management Studies  

(Action: Librarian) |
| A.7 | **OTHER ITEMS** |
| A.7.1 | **Intimation of receipt of ordered books**  
It was also decided that intimation regarding receipt of books recommended by faculty should be informed to the concerned faculty or heads of departments.  

(Action: Librarian) |
| A.7.2 | **Cataloguing of Portuguese books**  
The representative of Portuguese department has agreed to help in the cataloguing of Portuguese books available in the library.  

(Action: Librarian) |
### A.7.3 Installation of scanner in the library
Member secretary informed the committee about the procurement and installation of a book scanner in the library purchased by IQAC, Goa University.

### A.7.4 Proposal of establishing “Learning Commons” in the Library
The member secretary proposed to establish “Learning commons” in the library. He also made presentation on ‘Learning Commons’ of the library which was unanimously appreciated and suggested that Detailed Project Report may be prepared and presented in the next library committee meeting.

(Action: Librarian)

The meeting ended at 5.30 p.m. with thanks to the chair.

Sd/-
(Dr. Gopakumar V.)
University Librarian and
Member Secretary

Sd/-
(Professor Varun Sahni)
Vice-Chancellor
Performance Report of Goa University Library

Goa University Library is catering to the information needs of the students, research scholars and faculty of the university. Our services are also provided to students and faculty who come from of the affiliated colleges. The major services we provide are

- Book loan
- Journals & periodicals
- Ensuring access to digital resources
- Documents delivery
- Literature search support
- Reprographic service
- Academic writing support
- Reference service
- and plagiarism checking. The online library catalogue and the website are heavily used facilities.

Statistics on the performance.

Enrollment in the library
Total P.G. students: 968
Total Ph.D Students: 32
Membership (Others): 08

Users of the Library
Footfalls: on an average 125 people
Issue of books per day: 150 books on an average

Fines Collected:
Rs. 154595/- for the year 2015-16
Rs. 180742/- for the year 2016-17 (till date)

Photocopying Charges
Rs. 11842/- for the year 2015-16
Rs. 18284/- for the year 2016-17 (till date)

Plagiarism checking conducted
On an average 650 per year, that includes the PG dissertations from affiliated professional colleges.
### Expenditure on purchase of books (plan budget).

<table>
<thead>
<tr>
<th>Year</th>
<th>No. of Books</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012-13</td>
<td>1293</td>
<td>13,73,498/-</td>
</tr>
<tr>
<td>2013-14</td>
<td>273</td>
<td>4,56,212/-</td>
</tr>
<tr>
<td>2014-15</td>
<td>1074</td>
<td>9,99,972/-</td>
</tr>
<tr>
<td>2015-16</td>
<td>1607</td>
<td>13,94,445/-</td>
</tr>
<tr>
<td>2016-17</td>
<td>1269</td>
<td>1039791/-</td>
</tr>
</tbody>
</table>

### Expenditure on purchase of books (Book Bank).

<table>
<thead>
<tr>
<th>Year</th>
<th>No. of Books</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012-13</td>
<td>1958</td>
<td>6,60,000/-</td>
</tr>
<tr>
<td>2013-14</td>
<td>1909</td>
<td>11,87,189/-</td>
</tr>
<tr>
<td>2014-15</td>
<td>1435</td>
<td>13,19,869/-</td>
</tr>
<tr>
<td>2015-16</td>
<td>1308</td>
<td>11,03,529/-</td>
</tr>
<tr>
<td>2016-17</td>
<td>1210</td>
<td>980965/-</td>
</tr>
</tbody>
</table>

### Subscription to Journals

<table>
<thead>
<tr>
<th>Year</th>
<th>No. Journals</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012-13</td>
<td>230</td>
<td>60,02,487/-</td>
</tr>
<tr>
<td>2013-14</td>
<td>275</td>
<td>65,19,834/-</td>
</tr>
<tr>
<td>2014-15</td>
<td>305</td>
<td>71,23,199/-</td>
</tr>
<tr>
<td>2015-16</td>
<td>257</td>
<td>69,90,888/-</td>
</tr>
<tr>
<td>2016-17</td>
<td>199</td>
<td>63,74,508/-</td>
</tr>
</tbody>
</table>