



# VICTORIA INSTITUTION (COLLEGE)

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Date 12.07.2018

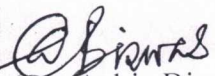
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## NOTICE

A meeting of Library Committee will be held on **19.07.2018 at 2 pm** in the Library. All the members of Library Committee including IQAC Coordinator and Bursar are earnestly requested to attend the said meeting to discuss the following agenda.

### Agenda

1. Purchase of Books
2. Weeding out of obsolete books
3. Extension of Library space
4. Miscellaneous

  
(Dr. Ashis Biswas)  
Convenor  
Library Committee

  
(Dr. Nibedita Chakrabarti)  
12/7/18  
Principal  
VICTORIA INSTITUTION  
(College)

# Library Committee Meeting

Date: 19.07.2018

Time: 2 PM

## Members Present

1. NChokinbarhi
2. ~~Shis Biras~~
3. ~~Manoj Simirisan~~
4. Patralekha Mukhopadhyay
5. Suchismita Khanna
6. Anup Kumar Sinha.
7. Ananda Sena.
8. Krishnakali Bhattacharya
9. —
10. —

## Minutes of Meeting

- 1) Books for CBCS system have to be purchased. Books will be purchased centrally. Quotations at least from three vendors have to be collected. Rs 10,000/- will be allocated for each Hon. Dept and Rs. 5000/- for Pass & ENVS. Requisition will be submitted by each department to the librarian. In this regard, it is mentioned that dept. of Commerce, has been sanctioned Rs. 20,000/- for both 1st and 2nd semester. All the books will be listed.
- 2) To accommodate new books, proper space must be created by removing / out dated and torn books. Weeding out of library books should be done in consultation

with departmental faculties. For the time being four almirahs (steel) will be purchased immediately and will be kept in the library passage to manage the space.

2) Purchase of new magazines like Competition Success, India Today and Employment News has been granted.

3) It has been advised to maintain all the records properly which the present librarian has already started after his joining (20 April, 2010)