

OFFICE OF THE PRINCIPAL ☎ 9776709053

KARILOPATNA DEGREE COLLEGE, KARILOPATNA

At/Po-Karilopatna

Via-Karilopatna

Dist-Kendrapara

Pin-754223



Letter No.

Date:- 01.12.2021

Website: - karilopatnadegreecollege.ac.in & Gmail:-karilopatnadegreecollege@gmail.com

The library of the college is considered as the Learning Resources. It is the mirror of the teaching and Learning process. It is like the guiding star for the teachers and students. A college cannot be treated as full-fledged college without a resourceful library. So, considering the importance and value of the library the G.B as well as the staff and principal of the college intended to constitute a library committee for the enhancement of library Infrastructure and to create a study atmosphere in the college campus. The sole duty of the committee is to look after the proper management and optional use of library books to increase the academic standard of both teachers and students. The principal is the sole authority of the library who takes care of constitution and reconstitution of the library committee for its overall development.

The committee has been assigned with basic functions to perform which are as follows.

1. To place suggestive measures for the development of the library.
2. To look after the smooth management of the library.
3. To see that the students are properly utilising the resources available in the library.
4. To suggest the principal to enhance the budgetary provision for boost of lib. Resources.
5. To consider the matter referred to it by the staff council and Academic council.
6. To encourage the students for use of library for their academic development.
7. To take steps to create Academic atmosphere with the growth of lib. Resources.

The committee constituted yearly by the principal will sit once in a year or more considering the need and urgency of the time / situation

Brijod Bihari Sahoo
Signature of the Library Advisory Committee
01.12.2021

[Handwritten Signature]
01/12/21
Signature of Principal
Karilopatna Degree College
Kendrapara-754223

MEETING NO. 1

DATE-03.01.2022

MEMBERS PRESENT

1. Chinmayee Dalai (Lect. in Edn.)
2. Prasanta Dalei (Lect. in Math.)
3. Banshidhar Mishra (Lect. in Hist.)
4. Binod Bihari Sahoo (Librarian)

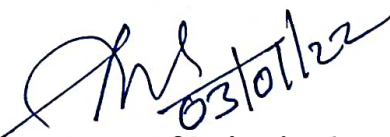
Agenda

1. Smooth functioning of the library.
2. To take step to providing reading room to both students and staff.
3. To take step to purchase books, journals & magazines.
4. Matters if any with the permission of the chair.

The meeting was conducted under the chairmanship of the principal on dt. 03.11.2022 in the principal chamber to discuss the above mentioned agendas for the development of the library.

1. In the meeting the Librarian. Mr. Binod Bihari Sahoo placed before the committee about the problems faced by the library. After thorough discussion it was resolved that necessary steps will be taken for appointment of staff exclusively for library to supply necessary furniture for the students and racks for counter for issuing books to the students smoothly.
2. As the college is functioning with minimum infrastructural facilities so there is no provision for reading rooms for students and staff, which is basic requirement. Considering the necessity urgently it was resolved that the room which was laying unused since long adjacent to the classroom will be renovated at an early and provide to the students for reading purpose in the first phase.
3. After verification of the stock register of the library the principal along with members regrated for not having sufficient books in the library so it was unanimously decided to make provision extra budget besides library. Besides Prof. Mr. Samiranjan Sethy members of library Committee suggested to find out a donor who will donate either book on funds for increasing library resources.
4. In the meeting it was resolved that each and every students will be issued with minimum two nos of books and in case of ST/SC students one more books may be issued to them.

The meeting is ended with vote of thanks to the chairs as well as the members present in the meeting.


Signature of Principal
03.01.2022
PRINCIPAL
Karilopatna Degree College
Kendrapara-754223

MEMBERS PRESENT

1. Chinmayee Dalai (Lect. in Edn.)
2. Prasanta Dalei (Lect. in Math.)
3. Banshidhar Mishra (Lect. in Hist.)
4. Binod Bihari Sahoo (Librarian)

Agenda

1. Conformation of the proceedings of the last meeting.
2. To review the library activities.
3. To purchase books and journals.
4. To enhance library infrastructure.
5. Matters if any with the permission of the chair.

Resolution

1. The minute of the last meeting are confirmed.
2. In the meeting the library in charge and the librarian placed the reports of the functioning of the library. After thorough discussion it is resolved that the working hours of the library should be strictly mentioned i.e. from 10:30 Am to 4:00 Pm. The issue register should be maintained properly. Fixed dates should be allotted for each class for issue of books and to see that no students will be debarred from availing library facilities.
3. In the meeting the library-in -charge apprised the committee about the collection of library funds and funds to be allotted from other sources to purchase new books for the library for the session 2022-23 After thorough discussion it was resolved that required books, journals & magazines will be purchased of per budgetary provision to enhance the library resources.
4. In the meeting it was resolved that a proposal of Rs. 15,00000/- will be sent to the department of Higher Education. Govt of Odisha for construction new library building & reading room.
5. In the meeting it was unanimously resolved to use the library resources optimally for students.

The meeting is ended with vote of thanks to the chairs as well as the members present in the meeting.


Signature of Principal

PRINCIPAL
Karilapatna Degree College
Kendrapara-754223

MEETING NO. 3.

DATE-18.04.2022

MEMBERS PRESENT-

- 1 Chinmayee Dalai (Lect. in Edn.)
2. Prasanta Dalei (Lect. in Math.)
3. Banshidhar Mishra (Lect. in Hist.)
4. Binod Bihari Sahoo (Librarian)


Agenda

1. Minutes of previous meeting.
2. To purchase books, journals, and magazines for the New session.
3. To make library student centric.
4. Matters if any with the permission of the chain.

The meeting was conducted under the chairmanship of the principal Lalita Mohan Samantray in his office chamber. Initiating the agenda items the following resolutions were made in the presence of the members dully signed above.

1. The proceedings of the last meeting held on dt.18.02.2022 were read out by the officer in charge library and after discussion it was confirmed in the meeting.
2. In the meeting it was discussed about the purchase of books, journals, and magazines for the new session 2023 After thorough discussion it was decided that books, journals, references, and magazines will be purchased amounting of Rs. 1,15,000/- (one lakh fifteen thousand) or more considering the needs.
3. In order to make the library student centric it was decided that internet facilities are to be provided in the library by which students will be able to search study materials through internet. As automate library facilities are available so students are advised to take advantage from this. As computer along with printers have been provided for students and public access so students are advised to take printing materials for their academic growth.
4. In the meeting it was resolved that the lib. Staff will be instructed to be during working hours i.e. 10.30 Am to 4:00 Pm to provide effective service to both students and staff. Further it was resolved that to cap up with the age the facility of e-resources to the students so that they will be more age centric.

The meeting is ended with vote of thanks to the chairs as well as the members present in the meeting.


Signature of Principal
18/04/22
PRINCIPAL
Karilopatra Degree College
Kendrapara-754223

MEETING NO.4**DATE-20.03.2022****MEMBERS PRESENT-**

- 1 Chinmayee Dalai (Lect. in Edn.)
2. Prasanta Dalei (Lect. in Math.)
3. Banshidhar Mishra (Lect. in Hist.)
4. Binod Bihari Sahoo (Librarian)

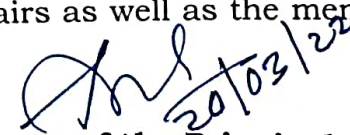
Agenda

1. Proceeding of previous meeting
2. Regarding the purchasing of books, journals, & magazines for the new session.
3. Library automation.
4. To make provision for Question Bank in the library.
5. Matters if any with the permission of the chair.

The meeting was conducted under the chairmanship of the principal on dt.20.03.2022 in his office chamber to discuss the agenda items mentioned above.

1. The proceedings of the last meeting held on dt.20.03.2022 were placed in the meeting and after discussion it was confirmed unanimously.
2. In the meeting it was discussed about the purchase of books, journals, magazines for the session 2022-2023 After thorough discussion it was resolved that text books, references books, e-resources amounting of Rs approx. Rs.2,50,00000/- (Two lakh fifty thousand) will be purchased during the session 2022-23 to enhance both infrastructural development and academic standard of the students.
3. Keeping in view of the accreditation of the college by NAAC it was resolved that our college library will be automated and books will be issued by the students & staff by the process.
4. Considering the demands of the students it was resolved that special provision will be made inside the library with rack & Amirah for the stock of old questions of last university exams and model questions prepared by the departments. The same will be issued to the students as per the demand which will help them to prepare for the university exam.
5. Considering the demands of the students & staff it was resolved in the meeting that cataloguing of all resources available in the library for easy access of resources. The lib. I/C & librarian will be instructed to do the same in was basis. Further it was resolved to increase the literacy standard of the students a wall magazine will be there inside the literacy and the students will be notified to give articles for the same. The best articles of the students will be taken into consideration in the publication of college magazines.

The meeting is ended with vote of thanks to the chairs as well as the members present in the meeting.


Signature of the Principal
Karilopara Degree College
Kendrapara-754223

MEETING NO.5

DATE-30.04.2022

MEMBERS PRESENT-

1. Chinmayee Dalai (Lect. in Edn.)
2. Prasanta Dalei (Lect. in Math.)
3. Banshidhar Mishra (Lect. in Hist.)
4. Binod Bihari Sahoo (Librarian)

Agenda


1. Conformation of the proceedings of the last meeting.
2. Purchasing of new books, journals, & magazines for the session 2022-2023
3. To make library student centric.
4. Matters if any with the permission of the chair.

A meeting of the library committee is held under the chairmanship of the principal in his office chamber on dated 30.04.2022 to discuss on the above agenda.

Resolution-

1. The library-in-charge Mr. read out the proceedings of the last council meeting & after thorough discussion it was unanimously confirmed.
2. Considering the Accreditation of the college by NAAC this session it was resolved that more numbers of books, journals, magazines and other resources amounting of Rs. 5,00000/- (five lakh) from the college funds will be purchased. So that more and more books can be issued to both staff and students, which will help them to increase their academic standard.
3. In the meeting it was resolved that to fulfil the demands of the students at least 10 nos of computers with printers will be provided to the library for use of students. As internet facilities are available with the library so students can search the study materials of new syllabus of C.B.C.S. and download the same for rigorous study at home. Besides to make the library more students centric the automation system will be more effective, the sitting capacity will be enhanced & cataloguing system will be provided to the students.
4. In the meeting the library-in-charge and the librarian brought the matter before the committee that instead of 2 nos of books to the pass students and 3 nos of books to the Hons students , 03 & 04 books may be issued respectively. It is resolved that the librarian will be instructed to go through the guidelines of the library and maintain all registers for verification by the NAAC peer Team members.

The meeting is ended with vote of thanks to the chairs as well as the members present in the meeting.


Signature of Principal
30.04.2022
Karilopatna Degree College
Kendrapara-754223