

SAO CHANG COLLEGE
LIBRARY ADVISORY BOARD MEETING AGENDAS

Notice

Date: 05/10/2023

This is to inform all the members that there shall be Library Advisory Board meeting at 1:00 P.M the 9th of October, 2023. Therefore, all members are requested to attend the meeting positively.

Meeting Agendas:

1. Library Software.
2. Library Fund.
3. E-Newspaper.
4. Photocopy Service.
5. Purchase of library books.
6. Purchase of shelves.
7. Budget allocation for computer laboratory maintenance.
8. Any other.



(Mantok Konyak)

Librarian

Member secretary

Library Advisory Board

**SAO CHANG COLLEGE
LIBRARY ADVISORY BOARD MEETING**

Date: 09/10/2023

Time: 1:00 P.M

Venue: VP office

Attendance:

- a) Shri Longtichang Tzudir (Principal Incharge)
- b) Ms. A Chaubasangla Chang (Education)
- c) Ms. Dekhingpila Sangtam (Sociology)
- d) Mr. Akyuba Sangtam (English)
- e) Mr. Yanchangmongko Chang (Chemistry)
- f) Ms. Bendangla sangtam (Political science)
- g) Ms. Tiamenla (Economics)
- h) Mr. Mantok Konyak (Librarian)
- i) Mr. Dipak Nath (Physics)
- j) Ms. K Vidila Jing (Zoology)

Agenda 1: Library software

Resolution: KOHA software of library which was crashed recently shall be reinstalled only after getting needful information from different sources. The matter shall be finalized in the upcoming meeting. Tentative budget allocation for the same is Rupees 1 lakh (Rs 100000/-).

Agenda 2: Library Fund

Resolution: The financial status of library fund was highlighted by the librarian and it was discussed that the library fund shall only be used only for library development matter and maintenance of computer laboratory (As per the resolution of the meeting held on 20-11-2019)

Agenda 3: E-newspaper

Resolution: E-newspaper can be accessed during college hour from the College library Computers for which an official notification shall be given to the students for needful instruction.

Agenda 4: Photocopy Service

Resolution: Timing for Photocopy service at the college is rescheduled from 10:00 AM to 12:00 noon.

Agenda 5: Purchase of Library books

Resolution: Amount sanctioned to the departments for purchasing books during Odd semester 2023 are mentioned below:

1. **Physics, Mathematics and Environmental Science – Rs. 10,000/- each**
2. **Botany, Zoology, Chemistry, English, Education, Economics, History and Political Science – Rs. 15,000/- each**
3. **Sociology – Rs. 20,000/-**

Last date for submission of relevant books list by each department to the librarian shall be 25th October 2023.

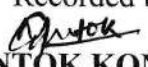
Agenda 6: Purchase of Shelves

Two shelves will be purchased amounting approximate amount of Rs 40000/- only.

Agenda 7: Budget allocation for Computer Laboratory Maintenance.

It was decided that an amount of **Rupees fifty five thousand only** (Rs 55000/-) was sanctioned for computer lab maintenance for Odd semester 2023.

(New Computer set: Rs 35000/-, Carpet:- Rs 10000/-, Computer tools: Rs 10000/-)

Recorded by

(MANTOK KONYAK)
Member Secretary
Library Advisory Board

Action Taken report:-