



**KALINGA INSTITUTE OF SOCIAL SCIENCES, (KISS),
(Deemed to be University)
KISS Higher Education Campus-3, Bhubaneswar-751024**

Minutes of the Library Committee Meeting on dt.05.03.2018 at 4.00 pm.


The following Members of the Library Committee were present in the meeting:

1. Prof. Hare Krushna Satapathy, Vice-Chancellor, KISS-DU-Chairman
2. Mr. Julius Lakra, IAS (Retd.), Registrar, KISS-DU
3. Dr. Rajkishore Meher, Dean, SSA, KISS-DU
4. Mr. Manindra Nath Mohanty, Controller of Examinations, KISS-DU
5. Dr. Krupasindhu Nayak, Assistant Professor, KISS-DU
6. Prof. (Dr.) B.N.Ray, Director, Research, KISS-DU
7. Dr. Tripura Mishra, Associate Professor, KISS-DU
8. Dr. Babita Das, Assistant Professor, KISS-DU
9. Dr. Shisir Kumar Tripathy, Assistant Professor, KISS-DU
10. Rabin Kumar Khandayatray, Chief Librarian KISS-DU

The Meeting of the Library Committee of KISS Deemed to be University was held in the office Chamber of the Vice-Chancellor on 05/03/2018 at 4.00PM. The meeting was presided over by the Vice-Chancellor, KISS Deemed to be University.


The following agenda items were discussed and decisions taken in the meeting:

1. All Coordinators of seven new departments of KISS Deemed to be University are requested to submit the final requisition for purchase of books (with List of books, Number of books, publication and Initial) to Prof.(Dr.) B.N.Ray before 5/4/2018.
2. It has been unanimously decided that after the declaration of Kalinga Institute of Social Sciences as Deemed to be University; the Books, Journals, Magazines and other Library resources will be transferred to the new Library of the KISS-DU. Hence 11500 Books, cost of Rs.12483135.00 and Journals Cost of Rs.1106.00 transferred to the new Library of KISS-DU.
3. In order to strengthen the new Library of KISS-DU, An annual Budget of Rs. One Lakh allocated for the purchase of books and Five thousand for the purchase of Journals for Library for the financial year, 2018-19.


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4. It was decided to choose reputed suppliers those who will be able to provide books with proper discount as well as in credit will be taken in to consideration.
5. It was decided to purchase reputed National & International journals for different departments of KISS-DU.
6. It was also discussed regarding updating of various software of library.
7. It was proposed that PhD scholars and campus duty students will help the librarian for different activities of Library. The PhD Scholars will help the Librarian in different activities of Library like issue of books, stamping of books etc. as per the instruction of Prof.(Dr.) B.N.Ray.
8. It was also decided to recruit human resources personnel for the Library.
9. P.G. 2nd year students, PhD scholars and all the students of new departments can avail digital library facility of KISS Deemed to be University.
10. All the Class Teachers of respective Classes are requested to be present in the Library during the time of issue of books.
11. Library committee members of different streams should give information regarding usable and out off syllabus books of their subjects available in the library to the staff of library before 06/04/2018.

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


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Minutes of the Library Committee Meeting on dt.20.03.2019 at 3.30pm.

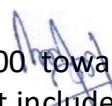
The following members were present in the meeting and the meeting was presided over by Prof. Harekrushna Satpathy, Vice Chancellor, KISS Deemed to be University.

1. Prof. Harekrushna Satapathy, Vice-Chancellor, KISS DU
2. Prof. Nihar Ranjan Patnaik, Pro-V.C, KISS DU
3. Shri Julius Lakra, Registrar, KISS DU
4. Prof. Rajkishor Meher, Dean & Director (Research), KISS-DU
5. Shri Manindra Nath Mohanty, Controller of Examinations, KISS DU
6. Dr. Harischandra Sahoo, Professor Bhima Bhoi Research Chair, KISS-DU
7. Dr. Manoj Ku. Behera, Dean School of THTI, KISS-DU
8. Dr. Rasmita Tripathy, Dean, School of CTLL, KISS-DU
9. Dr. Snigdharani Panda, Dean, School of TRM, KISS-DU
10. Dr. Rasmi Mohapatra Dean, School of CIST, KISS-DU
11. Dr. Yasobanta Das, , Dean, School of IKST, KISS-DU
12. Dr. Ratnakar Mohapatra, Dean, School of TCPE, KISS-DU
13. Dr. Krupasindhu Nayak, Assistant Professor, KISS-DU
14. Dr. Sishir Kumar Tripathy, Assistant Professor, KISS-DU
15. Dr. Mrutyunjaya Nayak, Assistant Professor, KISS-DU
16. Mr. Rabin Kumar Khandayatray, Chief Librarian

The meeting of the Library committee of KISS Deemed to be University was held on dt.20/03/2019 at 3.30 pm in the office of the Vice Chancellor, KISS DU to review the action taken on the previous meeting of the Library Committee.

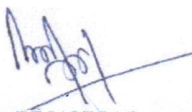
After a healthy discussion the following resolutions were made.

1. The Library Committee In-charge placed the Action Taken Report on the decisions taken in the previous meeting of the Library Committee.
2. The Chief Librarian placed the Bill of Rs. 70080.00 towards the purchase of 1758 number of new Books from different Publishers that include Text and Reference Books for UG and PG Classes. The Bill for the purchased Journals of amount Rs.2621.00 was placed before the Committee.


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3. After Utilisation of the fund for the financial year 2018-19, A budget of Rupees Seventy Five Thousand has been placed for the Financial year 2019-20 for purchase of Journals. It has been unanimously resolved by the esteemed members present.
4. It was decided that, the copies of the Text and Reference Books will be procured keeping in view with the requirements of the Students.
5. It was decided to purchase Magazines of Odia, Hindi and English languages and UGC care listed Journals of national and international repute for Library.
6. It was decided to aware the Faculty Members and other users of Library about the availability of e-resources and its effective use for the users.

The meeting ended with the words of thanks to the Chair.


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MINUTES OF THE LIBRARY COMMITTEE MEETING

Venue- Conference Hall
Administrative Block

Date- 13th March 2020
Time- 3. 30 p.m.

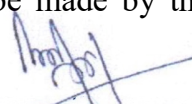
KISS D.U Library Committee meeting was held on 13th March 2020 under the chairmanship of The Hon'ble VC.

The following members were present in the meeting.

1. Prof. Hare Krishna Satpathy, Vice Chancellor, KISS-DU
2. Dr. Krupasindhu Nayak, Library Committee incharge
3. Dr. Sujata Acharya, Associate Professor, KISS-DU
4. Dr. Chittaranjan Bhoi, Associate Professor, KISS-DU
5. Dr. Snigdharani Panda, Dean School of TRM, KISS-DU
6. Dr. Manoj Kumar Behera, Dean School of THTI, KISS-DU
7. Dr. Yasobanta Das, DEAN, School of IKST, KISS-DU
8. Dr. Ratnakar Mohapatra, DEAN, School of TCPE, KISS-DU
9. Dr. Mrutyunjaya Nayak, Assistant Professor, KISS-DU
10. Dr. Sishir Kumar Tripathy, Assistant Professor, KISS-DU
11. Mr. Rabin Kumar Khandayatray, Chief Librarian

The meeting started with the inaugural address by Dr. Krupasindhu Nayak. Then it proceeded with the discussion on the following points.

1. Submission of the Report on the status of the damaged books in the cyclone Funi. With the total numbers of damaged books and the numbers of books in stock. The responsibility goes to The chief librarian.(It was submitted)
2. The Bills of the 24 Journals purchased of worth Rs.74899.00, utilizing the budget sanctioned for the financial year 2019-20, placed before the Committee for information and necessary direction.
3. In order to meet the requirements of the Students / Research Scholars, it was decided to increase the Budget for the purchase of e-Resources. So Rs. 5lakhs allocated for e-journals and Print Journals and Rs. 2lakhs allocated for the purchase of Books for the financial year 2020-21.
4. Verification of the syllabus of each subject to finalize the necessary need for the books for the coming session. It should be made by the help of subject teachers and head of the departments.
5. Inclusion of the journals from scopus publication or UGC cares journals in the journal section of the library.



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6. Introduction of a new section under the title “OUR PUBLICATION” In which the books published and authored by our university members or teachers will be placed for the reference of the students.

The following suggestions were given on the above points of discussion.

- Report of the damaged books should be looked out and checked out by all departmental representatives and heads (subject wise).
- The report of the damaged books should be mentioned categorically as text books and reference books.
- The list of required books should be submitted by the Individual department under the supervision and the responsibility of the head of the each department.
- The deal for Purchasing Books cost for Rs.20,000 and below should be finalized directly with the publishers avoiding the sellers and agents for coming session.
- The journals from the Scopus and UGC care publication must be enlisted in the requirement status for the coming session.
- E-Library should be developed very soon under the responsibility of the library committee and the necessary co-operation of the IT department.
- Library catalogues should be developed very soon systematically and categorically.
- Discussion and necessary plan should be made for the development of library card and to be issued to the students.
- Library should be utilized regularly, properly and sincerely by all the teaching staff.
- Library user attendance should be maintained properly.
- The books written, published or edited by our staff members should be collected and preserved in the library cell of OUR PUBLICATIONS.
- A QUESTION BANK should be developed in the library to collect sample questions, previous year questions both in soft and hard copy form by the help of subject teachers and head of the departments.
- Library committee should organize a workshop on the function, formation and utilization of the question bank under the suggestion and guidance of The Principal.
- There should be the celebration of The Library day, the book day and the reading day by the University Library and its committee members to create reading habits and passion for books.

In this way the meeting was winded up very successfully, with the vote of thanks given by the Chief Librarian.


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MINUTES OF THE LIBRARY COMMITTEE MEETING

Venue- Conference Hall
Administrative Block

Date- 5th Nov 2021
Time- 3. 30 p.m.

The following Members were present in the Meeting :

1. Professor Deepak Kumar Behera, Vice Chancellor , KISS-DU
2. Prof. Jugal Kishore Mishra, Director, IQAC, KISS-DU
3. Prof. Harischandra Sahoo, Chair Professor Bhima Bhoi Research Chair, KISS-DU
4. Prof. Bijayananda Singh, Chair Professor, Gopabandhu Research Chair, KISS-DU
5. Dr. Sujata Acharya, Associate Professor, KISS-DU
6. Dr. Chittaranjan Bhoi, Associate Professor, KISS-DU
7. Dr. Tripura Mishra, Associate Professor, KISS-DU
9. Dr. Snigdharani Panda, Chairperson, Council of Dean, KISS-DU
10. Dr. Manoj Kumar Behara, Dean School of THTI, KISS-DU
11. Dr. Rasmi Mohapatra, Dean, School of CIST, KISS-DU
12. Dr. Rasmita Tripathy, Dean, School of CTLL, KISS-DU
13. Dr. Ratnakar Mohapatra, Dean, School of TCPE, KISS-DU
14. Dr. Krupasindhu Nayak, Assistant Professor, KISS-DU
15. Er. Atul Nag, Associate Professor, KISS-DU
16. Dr. Yasobanta Das, Dean, School of IKST, KISS-DU
17. Dr. Mrutyunjaya Nayak, Assistant Professor KISS-DU
18. Dr. Sisir Kumar Tripathy, Assistant Professor, KISS-DU
19. Mr. Rabin Kumar Khandayatray, Chief Librarian

KISS DU Library Committee held its meeting on 5th Nov, 2021, in the conference hall, Administration Block from 3.30 p.m to 5.30 p. m under the chairmanship of Hon'ble VC. The Registrar, all Deans and Directors, Associate Professors as the Members of the Library Committee, and the invited Resource Persons Prof. Bulu Maharana and Dr. Bijayalaxmi Routray.

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The following are the proceedings of the said meeting:

- ❖ Meeting was presided by the Hon'ble VC as the Chairman of the Committee Prof. Deepak Kumar Behera
- ❖ Inaugural address was made by the Registrar Dr. Prashanta Kumar Routray. He introduced the resource persons and outlines the objective of this meeting
- ❖ Prof. Bulu Maharana, the invited Resource Person on the Topic: "LIBRARY BUILDING AT KISS BBSR: A PROPOSAL.
- ❖ Dr. Krupasindhu Nayak presented a report of the present library activities (Stocks, Expenditure, the List of Members)
- ❖ The Advisory Committee was formed
- ❖ The Action committee for preparing the ROAD MAP was formed.


Discussions---

In his presentation, Prof. Bulu Maharana spoke on the following:

- Mission of the Library
- Guiding Values of the Library
- Basic layout of the Library
- Functions of the Library Building
- Needs of the Users
- Library Project
- Design Tips (Customers-Centric-Large Entrance Area Ground Floor Comfortable Furniture's to Sit for long Time- Ergonomic approach- Trial section Video Conferencing / Practice Presentation Room / Recording Room with Visual elements-Overhead signs-Ceiling or Wall Mounted Banners, Contrasting color combinations Disabled and Old Age Friendly Minimize Interior Walls.
- Circulation section (Circulation Counter- Research Cubical Office for Library staff Seminar room-Property Counter with Security-Library committee room- Document reproduction room / Reprographic Section-Exhibition Room Digital Library (E-library)-Social Spaces-Trainings-Community Events-Group Meetings Book Clubs- Debate Clubs-Study Circles)
- Future Trends (Big data- Artificial intelligence- Library Bookmark Apps User Focused Interfaces & Applications Augmented Reality- Digital Interfaces for Printed Books)
- Eco-friendly Library
- Water Conservation
- Rain Water Harvesting
- Energy Conservation
- Use of Sun Light, Solar Energy & Free Air
- Library technology

Suggestions made, with names mentioned against them:

- KISS-D.U can avail itself of the required databases of E-Resources from the KIIT Library– Dr.Bijayalaxmi Routray (chief-Librarian, KIIT library)
- Barrier-free accesses in the library- Prof. Jugal Kishore Mishra
- Guidelines should be followed for the uploading books of in-house publications under Institutional Repository- Dr.Bijayalaxmi Routray
- Separate website should be developed for the KISS library linked to the KIIT library domain – Prof. Atul Nag
- Documentation and projection of tribal cultural resources and research activities- Prof Deepak K Behera, Hon'ble VC


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- Decision should be taken for the budget development in another separate meeting with management committee and the financial section- given by Prof Deepak K Behera, Hon'ble VC
- A section should be there to transcribe the tribal folkloric collections- Prof. Ashok Mohapatra
- Collection of rare books and digitization of the Same– Prof. Jugal Kishore Mishra
- Content development for library Website – Prof. Atul Nag

Resolutions taken:

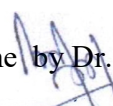
1. Formation of Library Advisory Committee comprising the following members:

The Members

1. Advisor- Dr. Bijayalaxmi Routaray
2. Advisor- Dr. Chandrakanta Swain
3. Dr. Krupasindhu Nayak- -Coordinator
4. Prof. Ashok Mohapatra- Chairman
5. Dr. Kanhu Charan Mahali, Member
6. Prof. Anirban Bandopadhyaya- Member
7. Dr. Chittaranjan Bhoi- Member
8. Dr. Atul Nag -Technical Advisor
9. Dr. Debabrata Dansena -Technical Advisor
10. Mr. Dhanabal Majhi, Ph.D Scholar-Member
11. Mr.Rabin Kumar Khandayataray- Convenor

Book list to be provided subject- department Heads by the end of this week


2. List of books for all competitive Exams.(NET,JRF,OPSC & OTHERS) to be provided by Dr. K.C Mahali,D.G.
3. Collection and display of teachers' publications by the end of this month (November).
4. Collection of names and titles for the subject-wise journals from the HODs & the Deans by the end of this month.
5. Special allocation of budget for Library was done for e-resources. So the e-Journals of Rs.519020.00 and Print Journals of Rs.2130.00 procured for the Library. However the institute bought 59 Books worth Rs.160928.00 to increase the collections of the Library.. In addition to that 30,000e-Books have been donated by Prof. Bhabani Shankar Nayak, which enriched the Library even at a critical Juncture.
6. Preparation of the SOPs for the use of library by the Library-in- Charge under the guidance of the Advisory Committee.
7. A healthy budget allocation of Rs.2.5lakhs for Books, 4Lakhs for Journals and E-journals and E-database for the financial year 2021-22 has been made and approved by the Library Committee for procurement .
8. To arrange for an NDLI User-awareness Programme by Dr. Krupasindhu Nayak


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The following suggestions were received for improving the functions and utility of Library:

- ✚ Formation of Book Bank
- ✚ Formation of Question bank
- ✚ Formation of Reading Club
- ✚ Formation of Open Source Portal with proper link
- ✚ Preservation of year wise hard copy journals
- ✚ Tie up with NDLI
- ✚ Tie up with INFLIBNET
- ✚ Collection of Course pack
- ✚ Access to e-journals, e- books, Sodh Sindhu & Sodh Ganga
- ✚ Formation of Ppt Library Section
- ✚ Photo Gallery Section
- ✚ CD Library Section
- ✚ To hold meetings at regular intervals (at least 3to 4 times in a year)

The meeting ended with a vote of thanks by the Registrar, Dr Prasanta Kumar Rautaray.


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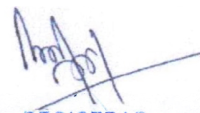


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Minutes of the Meeting of Library Committee held on dt.24.03.2022 at 4PM

The following Members were present in the Meeting :

1. Professor Deepak Kumar Behera, Vice Chancellor , KISS-DU
2. Prof. Jugal Kishore Mishra, Director, IQAC, KISS-DU
3. Prof. Harischandra Sahoo, Chair Professor Bhima Bhoi Research Chair, KISS-DU
4. Prof. Bijayananda Singh, Chair Professor, Gopabandhu Research Chair, KISS-DU
5. Dr. Sujata Acharya, Associate Professor, KISS-DU
6. Dr. Chittaranjan Bhoi, Associate Professor, KISS-DU
7. Dr. Tripura Mishra, Associate Professor, KISS-DU
9. Dr. Snigdharani Panda, Chairperson, Council of Dean, KISS-DU
10. Dr. Manoj Kumar Behara, Dean School of THTI, KISS-DU
11. Dr. Rasmi Mohapatra, Dean, School of CIST, KISS-DU
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13. Dr. Ratnakar Mohapatra, Dean, School of TCPE, KISS-DU
14. Dr. Krupasindhu Nayak, Assistant Professor, KISS-DU
15. Er. Atul Nag, Associate Professor, KISS-DU
16. Dr. Yasobanta Das, Dean, School of IKST, KISS-DU
17. Dr. Mrutyunjaya Nayak, Assistant Professor KISS-DU
18. Dr. Sisir Kumar Tripathy, Assistant Professor, KISS-DU
19. Mr. Rabin Kumar Khandayatray, Chief Librarian



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The Meeting of the Library Committee was convened on 24th March 2022 at 4PM to review for the up gradation of the University Library. Hon'ble Vice Chancellor, KISS-DU chaired the meeting and the following decisions have been taken.

The following points were discussed and accordingly decisions were taken in the meeting.

1. It has been decided to shift the existing Central Library to the newly constructed building adjacent to the New Academic Building.
2. All the logistics of the Library will be taken care of by the Development Officer.
3. It has been decided to shift the Library by the end of November 2022.
4. Chief Librarian will supervise the setting up of New Library as per the structured norms of the UGC.
5. Adequate sitting arrangement in Library and reading room will be made.
6. 24x7 internet connectivity, Photocopy machine, PCs and other requirements for digital Library will be ensured.
7. Out of the allocated amount for the purchase of books and e-resources for the session 2021-2022, an amount of Rs.254414.00 has been spent for the purchase of 1953 Books, Rs.2410.00 for 38 Journals, Rs.329990.00 for 28 e-Journals and Rs.58037.00for e-Database purpose.

The Meeting ended with word of thanks to the Chair.


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