

**UNIVERSITY OF PETROLEUM & ENERGY STUDIES, DEHRADUN
LIBRARY**

**Minutes of the 8th Library Steering Committee Meeting held on
Thursday 29 April 2016, 4:00 PM in Chancery Board Room**

The Meeting of the 8th Library Steering Committee was held on 29th April 2016 in the Chancery Board Room. The following members attended the meeting:

1. Dr. S. K Banerjee – Chairman
2. Dr. Ranjan Sinha Thakur – Secretary
3. Dr. Piyush Kuchhal, Associate Dean - COES
4. Dr. Jitendra Pandey, AVP – R & D – COES
5. Dr. Tarun Dhingra, Assistant Dean – Research – COMES
6. Dr. A. B. Pathan, Assistant Professor (SS) - COLS
7. Dr. P P Sati, Associate Librarian
8. Mr. P Kapoor, Deputy Librarian

The agenda of the meeting was:

1. Recap of last meeting minutes
2. Course Book Issue
3. Branding of each library by Name
4. Reading area for COMES faculty members in COMES Library, Kandoli

The following agenda points were discussed in the 8th LSC meeting:

1. **Recap of last meeting minutes:** The Chief Librarian informed the library committee members about the status of college of library budget as on April 2016.
2. **Course Book issue to students from July 2016 semester:** The committee proposed to stop issuing **printed course book to students if same is available in ebook format** from July 2016 semester. In case, ebook is not available for suggested books, printed books will be procured. The advantages of e-book will be:
 - I. Downloaded books will be available for one year in authenticated Laptop.
 - II. Not necessary to procure multiple copies of course books, however, it is suggest to increase the Library reference books written by various author from the coursebook budget which will be available for lending.
 - III. Immediately available with unlimited access and download, student can read a book offline from outside the campus without any internet connection.
 - IV. Printed Coursebook which are now available, will be available for regular issue, and propose to increase the eligibility of issuing 6 books/per students for 15 days.
 - V. Books can be accessed through Remote access facility.

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However, for making the availability of coursebook in lending section, library needs few library stacks in three library which needs to be procured for shelving. The committee also suggested to give more CAPEX budget for the procurement of standard Library reference books (Printed and ebooks).

As, the issuing course book is a standard University Policy, before implementing the proposed coursebook system it is necessary to take approval from OMC and MC.

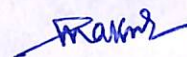
3. **Branding of each library by Name:** It is also proposed to give Unique Name for each library.
4. **COMES Library:** It is proposed to provide separate place for faculty members and access to Harvard Business Case studies for better teaching and learning experience.

The following decisions have been taken at the LSC meeting:

1. Printed coursebook issue to student will be stopped if same is available in ebook format and eligibility of borrowing books per students will be increased from present 4 books to 6 books for 15 days duration subject to the final decision/approval from OMC and MC.
2. Name of the each Library will be suggested by committee members and University Authority and after necessary approval from OMC and MC, it will be implemented.
3. Case study access through OneFolio



Dr. S. K. Banerjee
(Chairperson)



Dr. Ranjan Sinha Thakur
(Secretary)

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**Minutes of the 9th Library Steering Committee Meeting held on
Thursday 22 September 2016, 2:30 PM in Block-1 Board Room**

The Meeting of the 9th Library Steering Committee was held on 22nd September 2016 in the Chancery Board Room. The following members attended the meeting:

1. Dr. S. K. Banerjee – Chairman
2. Dr. Ranjan Sinha Thakur – Secretary
3. Dr. Piyush Kuchhal, Member - COES
4. Dr. Jitendra Pandey, Member – COES
5. Dr. S. C. Gupta, Member – COES
6. Dr. S. Ghosal, Member - SODS
7. Dr. Tarun Dhingra, Member – COMES
8. Dr. A. B. Pathan, Member – COLS
9. Dr. Sam Babu, Member – COLS
10. Dr. P P Sati, Associate Librarian
11. Mr. P Kapoor, Deputy Librarian.

The meeting was also attended by Mr. Abhay Sharma and Mr. Sanjeev Kumar Goyal through Video conference.

The agenda of the meeting was:

- Recap of last meeting and the achievement in 2016
- Report of Stock Verification 2016
- Proposal for RFID security system in three library
- Finalisation of library name
- Proposal for discontinuation of Course-book from next Academic Year
- Proposal for Scopus subscription in place of Taylor & Francis as the renewal cost is now Rs.30 Lakhs+Tax (Last year it was Rs.5.50 Lakhs)
- Library Manpower requirement
- Requirement for Library Reading Room @ Bidholi Campus
- Proposal for extension of Library stack room at Bidholi Campus and requirement for steel racks
- Proposal for giving Library fine amount to library for development purpose.

The following agenda points were discussed in the 8th LSC meeting:

1. **Recap of last meeting minutes:** The Chief Librarian informed the library committee members about achievement during CY 2016.
 - Completed Stock Verification 2016
 - Separate place for Faculty Members at COMES library
 - Hein Online subscription from COLS Budget

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- ProQuest Management Collection subscription
 - 486 ebooks added in Library published by PHI and McGraw Hill
 - Added 24000 documents in CY 2016
 - Access to case studies through Laureate OneFolio
 - Access to World eBook Library through Laureate OneFolio
 - Documentation for NAAC/NBA/ISO audit
 - Extended Library Timings at Bidholi – 9 AM to 7 PM and COLS : 8:30 to 8:00 PM
 - Self Renewal of books from on-campus/off-campus.
2. **Report of Stock Verification 2016** : Chief Librarian presented the stock verification report of Library Reference Books.
- Total no of books considered for stock verification are 34500 (DD1 to DD34500) from Engineering & Management, and 6512 (LA1 to LA6512) from Law. Out of this 23276 of COES library, 11224 for COMES library, and 6512 for COLS library. In total of 41012 books are taken for stock verification.
 - The percentage of missing in 2016 COES library is 0.92% and in 2015 it was 9.76% in 2015, 2016 COMES library is 0.76% and in 2015 it was 4.22%, and 2016 COLS library is 1.51% and in 2015 it was 8.55%. **Average loss in 2016 is 0.97%**. According to standard library rules, in open access library, the chances of loss is 1 to 1.5% per year.
3. **Proposal for RFID security system in three library**: To control the loss of books, the committee proposed to introduce RFID security system for enhancement of library security, proper inventory management etc. The advantages are discussed in detail, some of them are mentioned below:

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Benefits	For libraries	For library professionals	For patrons
Searching	√	√	√
Improved Patron Services	√	√	√
Flexibility & Modularity	√	√	
Security	√	√	
Faster Circulation	√	√	√
Inventory Management	√	√	
Reminders for Due Dates	√	√	√
Patron Card for Identification	√	√	√
Saving of Staff / Patron timings	√	√	√

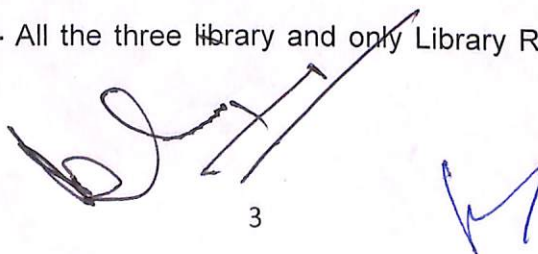
The cost aspects are also discussed, as per the quotation received from Rapid Radio Solutions, Ahemdabad, the cost will be as follows, however, this is just an idea, we hae to call many more vendors/company for the demo and the quotation then we have to decide.

Approximate Cost for Implementation of RFID

Option – 1: All the three library and all books (course books & library books 1.30 Lakhs)
– Rs. 39 Lakhs

Option – 2 :

Phase-1 (CY 2017) - All the three library and only Library Reference books 50,000 –
Rs. 25 Lakhs


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Phase-2 (CY 2018) – All Course Books and new addition books Reference books
110,000 + AMC Rs. 1.5 Lakhs (Approx) – Rs. 16 Lakhs

Action Points:

Mr. Abhay Sharma and Mr. Goyal instructed Committee to include this in proposed library budget.

4. **Course Book issue to students from next Academic** : As per the proposal received from Dean and Director of Colleges, Chief Librarian presented this issue to the committee. The issues which were identified

- Availability of Same title by multiple authors.
- Change of Title / or not following the available title by the faculty member.
- In some cases, there is no course book on some core subject like Petroleum reservoir Engineering, Automotive Chassis design, as well as no course books for B.Plan, M. Plan, B.Des and M.Des. The reason behind is books are very costly and in some cases books are not available in the market. So student has to refer books available in reference section.
- No books cover 100% of the syllabi, so for one or two chapter also student expect course book from library. i.e. we have to distribute more than one book for one subject.
- Some titles available in library as course books are with less quality like, Theory of Machine by Rajput, Workshop Technology by Khurmi etc.
- Computer books gets changes frequently due to the change in concept.
- Library Provide one book for each subject, the problem is if it is mentioned in course grid that Basic electrical and electronics. Library is providing one book as per the availability.
- Budget constraints for replacement of Old edition course books.
- Receiving delayed recommendation from department, due to not allotment of faculty for few subject.
- Sudden increase of price by the publisher after receiving bulk order.
- Some Students and Parents are having compliant on old /reused book

Financial Implications

In the Fee Component in each semester Students pay Academic service Fee, where library also included.

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Utilisation of Course Books

- All course book will be converted as Lending Books, students will get a choice for issuing books as per the requirement
- Library will be increase the borrowing privileges from present 4 Books to 8 books to students for 20 days with two renewal option.
- Books which are having less no of copies and they are available in Reference section may be issued to students for Overnight purpose.

Also the scenario in other Universities are discussed

- DIT – They provide course books – they charge as Library Fee Rs.15000/- for all semester. Books are returnable at the end of each semester.
- UIT- They Provide course book – charge as Library Fee Rs.12000/-for all semester. Books are returnable at the end of each semester. No course books for Law students
- Graphic Era - They Provide course book – charge as Library Fee Rs.12000/- for all semester. Books are returnable at the end of each semester.
- Amity University – They do not provide any coursebook – students get only two books from library lending section for 14 days
- P Jindal – No course book system - students get five books from library lending section for 30 days. It is mandatory for students to buy books from store.
- Thapar University - The facility is meant primarily for students of weaker sections allows lending of textbooks for the whole semester. – Students can borrow 5 books for 1 month.
- Symbiosis University – They do not provide any coursebook
- BITS – No course book provision
- Galgotia University - Galgotia University has taken the initiative to make it mandatory for students to buy GU's recommended textbooks for all classes. All student has to collect the books from the university bookstore after making the payment as decided by the university

Action Points:

It is decided that Course Book system will not be discontinued, and suggested that title available as course books will be standardized in place of substandard author available book. Management should provide budget as per proposed budget requirement for adding the new title, replacement of titles written by substandard author, and replacement of old edition course books.



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3. **Finalisation of library name/ Branding of each library by Name:** Among the suggested name received from faculty members of UPES, the committee short listed the following name

Bidholi Library - **Visvesvaraya Memorial Library**

COMES Library – **Chanakya Library / Sarvepalli Radhakrishnan Memorial Library**

COLS Library - **Dr. B.R. Ambedkar Law Library / Dr. A.P.J. Abdul Kalam Law Library**

Action Points:

The committee finalized the name as follows:

Bidholi Library - **Visvesvaraya Memorial Library**

COMES Library – **Sarvepalli Radhakrishnan Memorial Library**

COLS Library - **Dr. B.R. Ambedkar Memorial Library**

4. **Proposal for Scopus or IEEE ASPP subscription in place of Taylor & Francis** as the renewal cost is now Rs.30 Lakhs+Tax (Last year it was Rs.5.50 Lakhs)
- Taylor & Francis was subscribed in 2015 through INFLIBNET consortia – Subscription was Rs.5.5 Lakhs for Associate Member
 - In 2016 – INFLIBNET is not allowing Associate Member for subscribing any resources, so the renewal rate is increased to 30 Lakhs per year

It is found that usage of Taylor & Francis database during November 2015 to August 2016 is very low, and the renewal cost is high, Committee decided to go for IEEE ASPP database which will cover the information need of Computer Science, Electrical and Electronics students, research scholars and faculty members.

5. **Library Manpower requirement** – Mr. Abhay Sharma directed Chief Librarian to discuss the requirement with HR.
6. **Requirement for Library Reading Room @ Bidholi Campus:** Due to the increased no. of students, per day library footfall at Bidholi campus is 1500+ students daily, and also students has the demand for taking the personal books inside the library for study as they do not have any place in university for study.

Sharma

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Action Points:

Mr. Abhay Sharma directed Chief Librarian to discuss the issue with Brig. Dhillon and Mr. Sanjeev Chug and find out the feasibility and the investment cost.

7. Proposal for new Library stack at Bidholi Campus

Law Library, Comes Library and Bidholi library needs around 50 book stack as in library average 18000 to 20000 books are added every year. Three Pigeon Hole periodicals racks one each for Law, Management and Bidholi library.

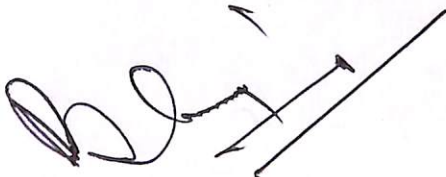
Action Points:

It is directed to find out how many racks can be accommodated and their estimated cost, accordingly the proposal has to be placed in CY 2017 budget.

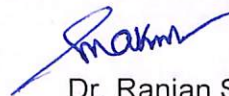
8. Proposal for giving Library fine amount to library for development purpose – Chief Librarian proposed that the fine amount collected may be given to library for non-budgeted expenditure like development of library in terms of facilities. Mr. Goyal directed in case of sudden requirement, additional budget may be demanded by the library.

The following decisions have been taken at the LSC meeting:

1. The course book system will continue. The decision was presented in OMC meeting held on 7th October 2016.
2. The finalisation of library name was presented in OMC meeting held on 7th October 2016. The OMC suggested to deliberate this points further.
3. RFID proposal will be included in the CY 2017 budget
4. Feasibility for new Library Reading Room requirement will be presented after discussion with Brig. Dhillon and Mr. Sandeep Chugh along with plan and investment details.
5. Requirement for library stack will be properly calculated and proposal will be included in CY 2017 budget.
6. IEEE ASPP database will be subscribed in places of Taylor & Francis database. and ACM Digital Library will be subscribed for COES.



Dr. S. K. Banerjee
(Chairman)



Dr. Ranjan Sinha Thakur
(Secretary)



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**Minutes of the 10th Library Steering Committee Meeting held on
Saturday 5 November 2016, 3:30 PM in Chancery Board Room**

The Meeting of the 10th Library Steering Committee was held on 5th November 2016 in the Chancery Board Room. The following members attended the meeting:

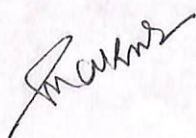
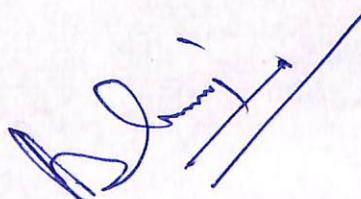
1. Dr. S. K. Banerjee – Chairman
2. Dr. Ranjan Sinha Thakur – Secretary
3. Dr. Piyush Kuchhal, Member - COES
4. Dr. Jitendra Pandey, Member – ~~COES~~ R & D
5. Dr. Manish Prateek, Member - COES
6. Dr. A. B. Pathan, Member – COLS
7. Dr. P P Sati, Associate Librarian
8. Mr. K K Lal, Associate Librarian

The agenda of the meeting was:

- Recap of last meeting and the achievement in 2016
- Budget Proposal 2017

The following agenda points were discussed in the 10th LSC meeting:

1. **Recap of last meeting minutes:** The Chief Librarian informed the library committee members about the following:
 - Extended Library Timings at Bidholi – 9 AM to 8 PM during examination time w.e.f 08th November 2016
 - New Subscription of IEEE ASPP+POP e-journal database, ACM Digital Library, HeinOnline database, Oil, Gas & Energy Law database. Also presented the Rs. 6,51,420/- budget received from R & D for **IEEE ASPP+POP database, ACM Digital Library** Rs. 613976/- from COES Budget, and Rs.3.5 Lakhs for **HeinOnline database** from COLS Budget.
 - It is also discussed the idle budget for a library according to UGC. The UGC Parry Committee recommended that 6% of the total budget of university may be provided to university library.



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UGC Parry Committee (UK) suggested that 6% of the total budget of a university may be provided to university library. Education Commission recommended that 6.5-10 percent of the total university budget should be spent for the university library.

2. **Budget Proposal 2017** : Following recommendations are made by the Library Committee :

CAPEX Budget Requirement for Library – CY 2017

1. **RFID Security System and Inventory Maintenance system: The committee suggested to implement RFID security system in all three library.**
2. Total approximate Cost for all three library – **Rs.36/- Lakhs (Approx)** – considering the product/service requirement derived from the below mentioned tables

No	Description of Product/ Service	Model	Final Price	Unit	Total Amount
A Hardware					
1	Staff Station Reader	RRHFLB03	91891.00	4	3,67,564.00
2	Gate Antenna System	RRHFGA2	395125.00	3	11,85,375.00
3	RFID Handheld Reader	RRHFHH3	102150.00	1	1,02,150.00
4	RFID Tags - Books	RRHFT01 Book	12.00	130000	15,60,000.00
5	Anti Theft Sticker	-	1.50	130000	1,95,000.00
				Sub Total A	34,10,089.00
B Software					
1	Standard Middle Ware Application	RRHFMW01	126500.00	1	1,26,500.00
				Sub Total B	1,26,500.00
C Related Services (Optional)					
1	Job of Tagging books on site		2.28	120000	2,73,600.00
				Sub Total C	2,73,600.00
				Grand Total (A+B+C)	38,10,189.00

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D	Optional Products				
1	Self Check Out Kiosk	RRHFLB02	343615.00	1	3,43,615.00
2	RFID Book Drop Box	RRHFBD01	363175.00	1	3,63,175.00
3	RFID 1Kb Smart Card	RRHFMS01	25.45	11000	2,79,950.00
4	Smart Card Printing Solution		125150.00	1	1,25,150.00

Suggested Alternative Option : Phase-1 : Rs. 2456589

1A. Phase -1 (CY 2017)– Taking into consideration the major equipment requirement for all three library and 50000 Library Reference Books which will be completed in CY 2017.

Sl no.	Description	Unit	Unit cost	Total Amount
Hardware				
1	Staff Station Reader	4	91891	367564
2	Gate Antenna system	3	395125	1185375
3	RFID Handle reader	1		102150
Tags				
1	RFID tag	50000 books	12	600000
2	Anti Theft Sticker	50000 books	1.50	75000
Software				
1	Standard Middle Ware	1		126500
			Total Rs.	2456589

1B. Phase -2 (CY 2018)– Course Books Tag – 100000+ Newly added Reference Books 10000.

Sl no.	Description	Unit	Unit cost	Total Amount
Hardware				
Tags				
1	RFID tag	110000 books	12	1320000
2	Anti Theft Sticker	110000 books	1.50	165000
AMC				150000
			Total Rs.	1635000

Please note that Recurring Cost involved is RFID Tag for Newly added Books i. e. Rs. 13.5 per book and AMC cost. Approximately if we procure 20000 books per year cost will be Rs. 2,70,000 + AMC cost

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3. Library Furniture Requirement: Rs.15.80 Lakhs. details are as follows.

Library Furniture Requirement for COES, COLS and COMES			
Item	No.	Unit cost	Total Cost
Double sided Steel Racks	10	23000	230000
Single Side Steel Racks	40	14000	560000
Library Circulation Desk- COLS Library	1	120000	120000
Library Circulation Desk - Bidholi Library	1	120000	120000
Pigeon Holes Periodicals Racks	3	33000	99000
Multi-purpose Display racks	3	20000	60000
Newspaper Reading Racks	3	17000	51000
Table Round shape for Bidholi Library	15	8000	120000
Chairs	60	1500	90000
Property Counter for COLS Library)	5	17000	85000
Book Stopper	600	75	45000
Total Cost		Rs.	1580000

4. Library Reference Books (Print & E-Books)

College Name	CY 2016	CY 2017 – Proposed
College of Engineering Studies	3600000	50,00,000
College of Management Studies	1200000	15,00,000
College of Legal Studies	1200000	40,00,000
(As point raised during APRM 2016 that Law Department is having less number of reference books, to bring the Law reference collection at satisfactory level, as a special case we propose to increase Law Reference Books budget in CY 2017)		Total : 1.05 crore

5. **Glass with Aluminium frame Partition** in Ground Floor & First Floor (Bidholi Library) to increase the library stacking area as well as for some reading space for students : Rs. 2 Lakhs.
6. **Audio Visual room** – Library Committee also proposed that Library should be equipped with a Audio Visual Room where student can see the Educational Video's, Blended Learning, Online Educational Video's. The requirement is One 42 inch TV and 20 Chairs.

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7. As decided in the library committee meeting, COLS and COMES library, should be equipped with CCTV camera, which require about Rs. 2.5 Lakhs investment.

Summary of the CAPEX requirement CY 2017		
Item	Description	Proposed Amount (Rs.)
RFID	Phase-1	2,456,589.00
Library Furniture (for all library)		1,580,000.00
Library Reference Book		10,500,000.00
Glass Partition in 1 st & 2 nd Floor corridor (Bidholi)		200,000.00
CCTV Camera for COLS & COMES		250,000.00
Audio Visual Room		60,000.00
Total Proposed Requirement	Rs.	15,046,589.00

OPEX Budget proposal CY 2017

1. **In CY 2016 the allotted budget in OPEX was as follows:**

- a. For Course Books to additional students : Rs. 65 Lakhs
- b. For renewal of databases, printed journals, binding and other associated cost : Rs.50 Lakhs
- c. Total OPEX budget in CY 2016 = Rs. 1.15 cr.

2. **IN CY 2017 TOTAL OPEX BUDGET PROPOSAL IS RS. 3,95,39,243.00 /-.**

- a. **E-Database/E-journals requirement :** In CY 2017 Library committee suggested that, as R&D is one of the major activities in UPES and we are not equipped with good e-journals databases to support the R&D activities, and looking into the NAAC audit requirement in CY 2017, library should be equipped with strong e-journal databases. The committee earmarked that Rs.57 Lakhs will be needed for renewal of existing e-databases and proposed for new subscription of Springer e-journal database and SCOPUS database. The subscription for **Springer e-journal database** is Rs. 25.50 Lakhs and **SCOPUS database** is Rs. 15 Lakhs. Total requirement for e-databases renewal plus new subscription will be Rs. Rs.97.50 Lakhs.
- b. **Course Books :** Library Committee also proposed that for course books Rs.2000/- per students provisions for additional students per semester. It is assumed that minimum 4 course books (for a semester) will be issued to each students, approximate net cost per

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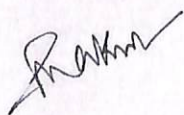
book will be average Rs.500/- (after discount). Also it is assumed that many new titles will have to be added in CY 2017 cost will be approximately Rs.30 Lakhs+.

COURSE BOOK REQUIREMENT		
Additional students	Semester	Amount (Rs.)
1438 proposed additional seat in CY 2017 x Rs.2000 per student	July-Dec 2017	2876000.00
382 additional students admitted in CY 2016 X Rs.2000 per student	Jan-June 2017 & July-Dec 2017	1680000.00
1224 additional students admitted in 2015 x Rs.2000 per student	Jan-June 2017 & July-Dec 2017	4896000.00
New titles expected	Jan-June 2017 & July-Dec 2017	3000000.00
Total expected cost		1,24,52,000.00

The committee also suggested to replace the all old editions course books with new editions. However, the old editions books will be discarded after proper evaluation of concerned HOD and faculty members. The content provided in the new edition of book will have to be compare with old edition books, then the procurement decision will be taken.

c. Details line item-wise OPEX proposed CY 2017 requirements are given below:

Sl No.	GL Code	Item	CY 2017
			Proposed Budget Amount
1	400009	Binding Expenses	250000.00
2	400010	Library Consumables	75000.00
3	400011	E-Database Subscription	9750000.00
4	400011	Newspapers	125000.00
5	400011	Periodical subscription (Hard Copy)	1000000.00
6	440080	AMC for Library softwares	40000.00
7	440010	Membership & Subscription	20000.00
8	440020	Seminar, Library Training	250000.00
9	440081	Shifting & Relocation (Bidholi to Kandholi)	20000.00
	450023	student welfare	36000.00
11	440123	Miscellaneous	250000.00



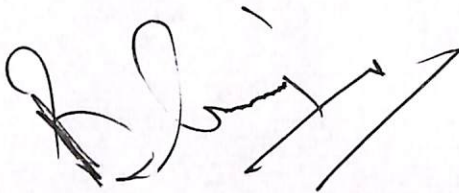

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12	400012	Course Books	12452000.00
		Replacement of old edition course books	
	A.	Engineering - Rs. 73, 23,584	
	B.	Law - Rs. 24,27,764	
	C.	Management - Rs. 50,19,895	14771243
13		Retreat for Library Staff @Rs.25,000 x 20 members	500000.00
		Total	Rs. 39,539,243.00

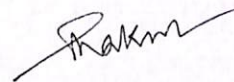
Summary: CY 2017 budget proposal

CAPEX Budget : Rs. 1,50,46,589.00/-

OPEX Budget : Rs. 3,95,39,243.00 /-



Dr. S. K. Banerjee
(Chairman)



Dr. Ranjan Sinha Thakur
(Secretary)



**UNIVERSITY OF PETROLEUM & ENERGY STUDIES, DEHRADUN
LIBRARY**

**Minutes of the Library Steering Committee Meeting held on
Saturday 10 February 2017, 3:30 PM in Block-1 Board Room**

The Meeting of the Library Steering Committee was held on 10th February 2017 in Block-1 Board Room. The following members attended the meeting:

1. Dr. S. K. Banerjee, Chairman
2. Dr. Ranjan Sinha Thakur
3. Dr. Manish Prateek
4. Dr. S Ghosal
5. Dr. S C Gupta
6. Mr. Sanjeev Goyal
7. Mr. Sambabu
8. Mr. K K Lal
9. Mr. P Kapoor
10. *Dr. Surin Kumar*

The agenda of the meeting was:

- Budget highlights CY 2017
- Implementation of RFID system

The following agenda points were discussed in the ~~10th~~ LSC meeting:

1. **Budget CY 2017** : Chief Librarian informed the Line Item wise OPEAX and CAPEX budget approved for CY 2017 and College wise allocation status.

OPEX BUDGET - LIBRARY CY 2017		
		Budget sanctioned
Sl No.	Item	CY 2017
1	Binding Expenses	250,000
2	Library Consumables	75,000
3	E-Database Subscription	4,050,000
4	Newspapers	100,000
5	Periodical subscription (Hard Copy)	500,000
6	AMC for Library softwares	31,000
7	Membership & Subscription	20,000
8	Seminar, Library Training	150,000
9	Shifting & Relocation (Bidholi to Kandholi)	10,000

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**UNIVERSITY OF PETROLEUM & ENERGY STUDIES, DEHRADUN
LIBRARY**

11	Miscellaneous	80,000
12	Course Book	7,500,000
	Total	12,766,000

Proposal for SCOPUS and SpringerLink is not sanctioned. However, Mr. Sanjeev Goyal said that any additional budget may be approved through MC members.

CAPEX Budget CY 2017

LIBRARY CAPEX BUDGET - CY 2017	
Item	Amount (Rs.)
RFID	2,456,589.00
Library Furniture (for all library)	1,580,000.00
Library Reference Book (for all library)	1,05,00,000.00
Partition	200,000.00
CCTV Camera for COLS & COMES	250,000.00
Audio Visual Room	60,000.00
Total budget approved	15,046,589.00

CAPEX Budget CY 2017 for Library Reference Books

College Name	Amount (Rs.)
College of Engineering Studies	45,00,000
School of Design	5,00,000
College of Management Studies	15,00,000
College of Legal Studies	40,00,000
Total : 1.05 crore	

Library Furniture budget : Following furniture will be procured for library in CY 2017.

Item	No.
Double sided Steel Racks	10
Single Side Steel Racks	40
Library Circulation Desk- COLS Library	1
Library Circulation Desk - Bidholi Library	1

Prakash

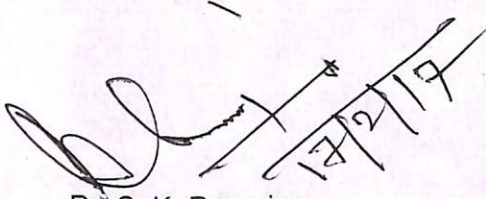
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LIBRARY**

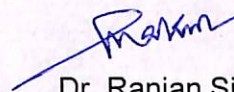
Pigeon Holes Periodicals Racks	3
Multi-purpose Display racks	3
Newspaper Reading Racks	3
Table Round shape for Bidholi Library	10
Chairs	45
Property Counter for COLS & COMES	6
Book Stopper	600
Total Cost	Rs. 1,580,000

2. **Replacement of old edition books:** The committee instructed that replacement of old edition books will be carried out only after the properly reviewed by the concerned faculty members.

3. **RFID Security System:** The committee suggested to implement RFID security system in all three library at one go. The procurement department will invite quotation and vendor will be selected as per the norms. The quotation will be invited by the procurement department. Dr. Manish Prateek will provide necessary help to library in implementation of RFID system.



Dr. S. K. Banerjee
(Chairman)



Dr. Ranjan Sinha Thakur
(Secretary)

