

## Minutes of Meeting Library Committee

A meeting of the Library Committee was held on 25<sup>th</sup> November 2019 in Conference Hall. It was attended by the all the library committee members as below:

Prof. Shaleen Singhal (Member)  
Dr. Nandan Nawn (Special invitee)  
Dr. Chander Kumar Singh (Convenor)  
Mr. Ratan Kr. Jha (Member)

**Absent:** Dr. Naqui Anwer (Informed), Dr L N Venkataraman, Dr. Shantanu De Roy (Informed)

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LC members have discussed and finalized in the “**Library Committee**” Meeting.” on TERI SAS Library Budget for 2019-2020. The following components/sub-heads are required to be procured to fulfil the NAAC requirement as per the IQAC.

**1) Text-Books:** As the Text-books are crucial for diverse academic Programmes and Courses, the Library Committee recommends a minimum of 5 Lakh Rupees for the forthcoming financial year (2019-2020). This is in line with the current year’s (approximate) expenditure of 4.3 Lakhs Rupees.

**2) Reference Books:** There is no separate provision of budget for reference book as of now in TERI SAS library. The reference book is generally consulted by library user on specific information. LC members have recommended to start build-up reference collection with INR 10000 thousand separately.

**3) e-Books:** An electronic book which is also known as e-book or eBook. It is available in digital format which is easy to preserve and disseminate among the library users. The basic philosophy of electronic book is to make available on the concept of anywhere and anytime. TERI SAS library does not have provision of budget for e-Book, therefore Library committee has proposed to build-up eBook collection to make separate budgetary provision for e-Book with an investment of INR 3.5 lakh in this financial year which is one of the required components in IQAC under library services.

**4) Journals (Print):** Journal is very important information source to the faculty, research scholar and student. It is also an important library services component in IQAC parameter to show progressive data on print journal. To keep this compulsion of IQAC, LC members have suggested to start budgetary provision under this sub-head minimum with INR 15 thousand which is also a separate component of library services in IQAC

**5) e-Journals:** An electronic journal (e-journals) is easy to subscribe, maintain, preserve, disseminate and access to the library users. As TERI SAS is research-based university which focus on interdisciplinary curriculum where library aims to provide update and latest global knowledge with peer-reviewed journal content to their users. To provide original and high-quality research articles to library users, TERI SAS library has been subscribing Elsevier product’s Science direct with two subject collection (Energy and Environment approximately 240 journal titles) since 2018 with amount USD \$ 42250 (INR 28.5 lakh approx.) and 2019 with amount USD \$46475 (INR 32.5 lakh approx.). LC has recommended science direct

collection for TERI SAS library as per discussion with TERI and TERI SAS resource sharing policy guided by VC, TERI SAS. **The renewal is due 31<sup>st</sup> December and thus requires urgent attention by the VC as we might lose on several available resources of Science Direct from 2014 if not renewed at the earliest.**

**6) Digital Database:** It is one of the components in library services which is a part of IQAC data requirement which is progressive. TERI SAS library is procuring currently five digital databases to fulfil to user requirement such as Capitalineplus, Manupatra, Knimbus, DELNET etc. Total expenditure under this head for the previous year was INR 2.25 lakh approx. LC members have suggested keep it with INR 2.5 lakh in this financial year as according to base on previous year expenditure.

**7) CD & Video:** TERI SAS library would like to make budgetary provision for CD & Video subscription from this financial year. Library will also explore more CD and Video database which will help us to making university curriculum and syllabus for courses. It will also help our research scholar, master student and library users to get benefited at large. Library Committee has recommended budgetary provision for this sub head minimum with INR 10,000 which is also essential component of library services in IQAC.

**8) Library Automation:** TERI SAS Library was automated with LIBSYS software till 2018 which was provided and supported by TERI library (IHC). As TERI Library has been moved on KOHA library automation software in 2018, to keep data integrated and benefited for both TERI & TERI SAS Library. As discussed, and approval has taken by VC & Library committee, TERI SAS, to move on the same software platform. Library has moved on KOHA automation software from December 2018. The installation cost of the software was INR 30,000 which TERI SAS library is yet to pay. TERI SAS Library is working currently on KOHA software which is satisfactory till date special OPAC (Online Public Access Catalogue) feedback is highly encouraging. LC members suggested to make budgetary provision for AMC (Annual maintenance charge) of this KOHA Software with INR 20,000 for 2020.

**9) Scopus:** It is facilitating the evaluation of authors citations and publications with metrics at the journal, article and author. These sophisticated analytical capabilities include the metric for serial citation impact CiteScore™; the article-level metrics and altmetrics powered by PlumX from Plum Analytics; and SCImago Journal Rank.

Teach students how to assess journals and articles of relevance, find ideas for research topics, and identify graduate schools working in areas of interest. TERI SAS needs to fill up IQAC every year (serial number 3.4.5) bibliometrics of the publication during the last academic year based on average citation index in Scopus/Web of Science or PubMed/Indian Citation Index and Serial Number 3.4.6 is h-index of the Institutional publications during the year (based on Scopus/Web of Science). LC members have suggested to propose budgetary allocation separately for Scopus database subscription in future.

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