

Resolution-12

Action Taken Report

Action taken report on the minutes of the meeting held on 3rd July, 2021.

1. Review of the minutes of Meeting held on 17th April, 2021.

Action Taken: No action needed.

2. Status of new members registration.

Action Taken: Registration status -
B. Ed. - 120.
M. Ed - 14.
D. Ed. Ed - 31.

3. Facilitate to open bookshelves for students and teachers.

Action Taken: No action needed, as the proposal was turned down.

4. Issue books ~~for~~ to students for 15 days instead of 7 days.

Action Taken: The books are issued to student for 15 days with effect from 5th July, 2021.

5. Issue more than two books to students.

Action taken: The students are issued four ~~books~~ at a time for 15 days with effect from 5th July, 2021. And teachers are issued five books for 21 days, with effect from 5th July, 2021.

6. Procurement of New Books (e-books & Print)

Action Taken: The list of e-books were sent to ^{course} co-ordinators and IQAC co-ordinator ^{at the principal.} on 13th July. No reply received from course co-ordinators. IQAC co-ordinator was not satisfied with the list. Therefore, no further action has been proceeded.

7. Status of Subscription to ^{DGC} CARE Listed Journals.

Action Taken: 20 numbers of DGC CARE listed journal were already subscribed so far. New subscriptions to new journals are yet to be done.

8. Stationary Purchase

Action Taken: List of stationaries was sent again to the IQAC. So far only four registers (No. 9) were received by the librarian. Rest of the items of stationary are yet to be received.

9. Suggestions & Grievance Box for Library.

Action Taken: No action was implemented so far.

10. Shifting the library from to the Ground floor.

Action taken: No action taken.

11. Status of processing of newly purchased books

Action Taken: The accession of newly purchased books ~~has~~ been completed and the cataloging and shelving are under process.

12. Extend the time of 'Library Hours'

Action Taken: No action taken. ~~the resolution was turned down.~~

glo
14th August 2021.

Coordinator,
Library Committee, DRSER.

Resolution - 13 Action Taken Report

Action Taken Report on the minutes of the meeting of library committee, held on 16th August, 2021.

1. Review of the minutes of the last meeting -
(a) status of New Members Registration.

Action Taken: Though computerised registration was done only for 120 B.Ed. students, 31, D.El.Ed. students and 14 M.Ed. students, but all the students of all the programmes are issued books manually and the regular functions of the library is normal.

(b) Facility to open the bookshelves for students and teachers to see the books before issue (Grievance).

Action Taken: The action is pending.

(c) Issue books to students for 15 days, instead of 7 days (Grievance)

Action Taken: The books are issued to students for 15 days, w.e.f. 5th July, 2021.

(d) Issue more than two books to students (Grievance)

Action Taken: The students are issued 4 (four) books (maximum) for 14 days. And the teachers are issued 5 (five) books (maximum) for 24 days, w.e.f. 5th July, 2021.

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(e) Procurement of New books (Print & e-books)

Action Taken: Action is pending.

(f) The status of subscription to the UGC CARE listed Journals.

Action Taken: 20 Journals of UGC CARE listed has been subscribed already and 10 more Journals are yet to be subscribed.

(g) Stationary Purchase.

Action Taken: only four registers (No. 9) and two Xerox machine cartridges were received so far. Rest of the items are yet to be received.

(h) Suggestions and Grievance box for library.

Action Taken: NO action has been taken so far.

(i) Shifting of library to the ground floor.

Action Taken: NO action has been initiated.

(j) Current status of Newly Purchased books.

Action Taken: - The processing of the newly purchased books have been completed and the books are issued to the students and teachers.

(k) Extension of Library Hours.

Action Taken - No action ~~has~~ been taken so far.

2. Repairing the main Server Computer of the library

Action Taken: The management has been communicated about the problem and the process has been initiated but yet to be completed.

3. Registration status of newly enrolled students.

Action Taken: Manual registration has been done for all the students and books are issued.

4. Accession of new books

Action Taken: The processing has been completed and the books are available to be issued.

5. Status of stationary purchase.

Action Taken: No stationary received after 1st August, 2021.

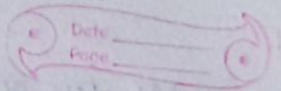
6. E-library

Action Taken: No action has been initiated to purchase e-library resources.

4th Oct. 2021

Resolution - 14


Action Taken Report



Action Taken Report on the decisions of the meeting held on 5th October, 2021

1. Review of the minutes of the last meeting.
 - (a) Manual process of registration is being done.
 - (b) Action is pending.
 - (c) Action is pending.
 - (d) No action has been taken so far.
 - (e) Stationary and other requirements of library have been received except spine label & scanner. It was assured by the secretary that soon these items will come.
 - (f) Principal Madam was requested to provide the suggestion box for library.
 - (g) The action is pending.
 - (h) The processing of newly purchased books have been completed.
 - (i) The action is pending.
2. The process of repairing main server is going on.
3. Except 'Spine label' and 'Scanner' all items were received.
4. MIS for library is going on. Dissertation information has been uploaded. The library module has been structured as per the requirement of the library. The work of data feeding is going on.

Prepared by


12.11.2022

Kumud Ranjan Tripathi,
Coordinator
Library Committee.

Resolution- 15

Action Taken Report

Action taken report on the decisions of the meeting held on 13th Nov, 2021.

1. Review of the minutes of the last meeting.

(a) Status of new members registration.

Action Taken: No action needed.

(b) Facilitating to open bookshelves for students and teacher to see books before issue.

Action Taken: The issue has been communicated to the Secretary, DSSP & DIPSER for needful action.

(c) Procurement of new books (e-books & Print)

Action Taken: No action has been initiated so far.

(d) Status of subscription to 10 new UGC-CAJ Journals.

Action Taken: NO action has been initiated so far.

(e) Stationary Purchase:

Action Taken: Stationary and other requirements of the library have been supplied, except Spine label & Scanner.

(f) Suggestion & Grievance Box for Library.

Action Taken: The box has not been installed.

(g) Shifting the library to Ground floor.

Action Taken: The issue has been communicated to the Secretary, DSSP & DIPSER.

~~Action Taken~~

(h) The status of processing of newly purchased books for 2020-21.

Action Taken: The processing completed.

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(i) Extension of library hours.

Action Taken: The issue has been communicated to the Secretary, DSSP & DIPSER.

(j) Repairing main server.

Action Taken: The process is underway.

(k) The status of MIS.

Action Taken: Re-structuring of library module has been completed. Dissertation list has been uploaded. Uploading of books and quer items are going on.

(h) 2. The LLMS as per requirement of NAAC.

Action Taken: The action has not been taken so far.

(3) New server computer purchase.

Action Taken: The has been communicated to the Secretary by the librarian.

(4) NCTE books purchase process.

Action Taken: The list of books with price has been handed over to the Chief accountant - Shri Malay Baisya for preparing Demand Draft in the name of NCTE.

(5) Any quer issue -

(A) Record Keeping in library for students and teachers using library for self study courses.

Action Taken: The action has not been initiated so far.

KJP
02/12/2021

Kunind Romyon Jha,
Coordinator, Library Committee.

B. B. B. B.
02.12.2021

Principal

Dev Sangha Institute of Professional
Studies & Educational Research
(DIPSER) Deoghar (Jh.)

Resolution - 16 Action Taken Report

Action taken report on the decision of the meeting held on 3rd December, 2021.

2. Review of the minutes of the last meeting.

(a) Facility to open bookshelf for students and teachers to see books before issue:

Action Taken: The issue has been communicated to the Secretary, DSSP & DIPSER, on 01.12.2021, for decision and needful action.

(b) Procurement of new books (Print & e-books)

Action Taken: ~~The action is pending.~~ The issue has been discussed in the UGAC meeting (01.12.2021)

(c) The status of subscription to 10 new DGC-CARE Journals:

Action Taken: The action is pending because the journals were not identified so far.

(d) Stationary purchase:

Action Taken: Stationary purchase has been completed except spine label & scanner. No more action is needed.

(e) Suggestions & Grievance Box for library:

Action taken: The issue has been communicated to the Officiating Principal.

(f) Shifting the library to the ground floor:

Action Taken: The issue has been communicated to the Secretary, DSSP & DIPSER for decision and needful action, on 01.12.2021.

(g) Extension of library hours:

Action Taken: The issue has been communicated to the Secretary, DSSP & DIPSER on 01.12.2021, for decision and needful action.

(h) Repairing the main server computer:

Action Taken: The ~~act~~ issue has been communicated to the Secretary, DSSP & DIPSER on 01.12.2021, for needful action.

(i) The status of MIS.

Action Taken: The library module has been re-structured and data feeding were done, but, because of slow internet, it was not functional. The slow internet issue has been communicated to Shri Nirupam Mallick, IT Executive & Technical Support to the library, for needful action.

(j) ILMS as per requirement of NAAC:

Action Taken: The KOHA ILMS software has been installed and thus, ILMS has been implemented for library automation.

(k) New Server Computer purchase:

Action Taken: The issue has been communicated to the Secretary, DSSP & DIPSER, on 01.12.2021, for decision and needful action.

(l) NCTE book purchase process:

Action Taken: The order for the identified books were sent to NCTE along with a demand draft of Rs. 2800/- against the price of those books, on 11/12/2021.

(m) Record keeping in the library for self study course.

Action Taken: The instructions was given to the Assistant Librarian Ms. Bipasa Dasgupta, but so far, action has not been taken.

(n) Repairing the Photocopy Machine of the library.

Action Taken: The action issue has been communicated to the Secretary, DSSP & DIOSER on 25th Sept. 2021. But, no repairing has been carried out so far.

(o) Any other issue with the permission of the chair.

(i) The submission of one month notice for resignation by the librarian Shri Ashis Some.

Action Taken: The librarian Shri Ashis Some handed over the charge of the library to Ms. Bipasa Dasgupta, Assistant Librarian in the presence of officiating Principal, Dr. Babita Kumari, S.O. Ed. Coordinator, Dr. Shanti Kumari, M. Ed. & Academic Coordinator, Dr. Kalpana Kumari, I & A C Coordinator Shri Manoranjan Kumar & Library Coordinator, Shri K.R. Dasg, before that Shri Some was relieved from his duty at DIOSER. (23.12.2021)

Prepared by:
Kc 10.1.2022

Kcenu Ranjan Jha.
Coordinator, Library Committee.

Prabir
10.01.2022

Principal
Dev Sangha Institute of Professional
Studies & Educational Research
(DIPSER) Deoghar (Jh.)

Resolution - 17

Action Taken Report

Action taken report - on the decisions of the meeting held on 11th January, 2022:

1. Review of the minutes of the last meeting.

(a) Procurement of ^{new} books (Print & e-books).

Action taken: The preparation of booklist to be purchased is under process (Print version).

(b) Suggestion and Grievance Box for Library
Action is pending.

(c) Shifting of the library / a part of library to the ground floor.

Action taken: The action is pending.

(d) Repairing of ~~new~~ server computer.

Action taken: No action needed now as LMS KOHA started functioning.

(e) Status of MIS for library.

Action taken: MIS for the library is ready to be used.

(f) NCTE books purchase

Action taken: The order for 4 books were sent to the NCTE on 11/2/2021. The books are yet to be received from NCTE.

(g) Record keeping for self study courses & Assignment preparation.

Action taken: The action is yet to be taken.

(b) The repairing of photocopy machine of the library.


Action taken: The action is pending, though the issue has been communicated to the management.

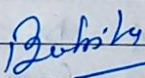
(c) Resignation of Librarian Shri Ashis k. Saha.

Action taken: The charge of the library has been handed over to the Assistant Librarian on 23/12/2021.

(d) Procurement of books for the session 2021-22.

Action taken: The list of books are is being prepared by Mrs. Bipasa Dasgupta.


03/02/2022.
Kuntal Ranjan Das,
Coordinator, Library Committee.


03/02/2022
Principal
Dev Sangha Institute of Professional
Studies & Educational Research,
(DIPSER) Deoghar (Jh.)

Resolution - 18

Action Taken Report

Date: _____
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Action Taken Report- on the minutes of the meeting of library committee, held on 04.02.2022.

1. Review of the meeting minutes of the last meeting.

(a) Procurement of new books.

Action: The list of books has been prepared by the Assistant Librarian.

(b) Suggestion & Grievance Box for library.

Action: Suggestion & Grievance Box has been installed.

(c) Shifting the library / parts of library on the ground floor.

Action: The issue has been communicated to the management. So far, no concrete action has been taken.

(d) Repairing server computer.

Action: No action needed as the library automation has been re-installed with KOHA ILMs software with available computer.

(e) Status of MIS for library.

Action: Restructuring with Call No. has been completed. Now, the service provider is working on the access issue of the library, materials.

(f) Evening library for Hostel students


Action: The action is yet to be implemented.

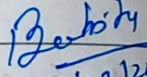
(g) Pest control for library

Action: The action is yet to be implemented.

(b) Any other issue with the permission of chair
Action: IT infrastructure address in library.

- (i) Computers - 04.
- (ii) Rack (POE) - 01
- (iii) LAN modification is yet to be done.

Prepared by. 
Kuntal Ranjan Jha. 03/03/2022
Coordinator, Library committee.
DIPSER.


03/03/2022

Principal
Dev Sangha Institute of Professional
Studies & Educational Research
(DIPSER) Deoghar (Jh.)

Resolution - 19

Action Taken Report

Action Taken Report on the minutes of the meeting of library committee held on 04-03-2022.

1. Review of the minutes of the last meeting

(a) Procurement of Books.

Action taken: The list of books has been prepared, finalized and sent to the Secretary, DIPSER, & DSSP, on 13th March, 2022.

(b) Suggestion & Complaint Box for library.

Action taken: The said box has been installed. Now no action is needed.

(c) Shifting the library / part of library on the ground floor.

Action taken: The issue has been communicated again on 13th March 2022 to the Secretary, DIPSER & DSSP.

(d) Repairing Server Computer.

Action taken: It was resolved in the last meeting that there is no need to repair the server computer and therefore, it was decided to ~~test~~ hard over all dead computers of the library including the server computer to the ICT department. But, so far, ~~for~~ the ICT department did not take the charge.

(e) Status of MIS

Action taken: MIS for the library is completely ready for use. At present

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Students and teachers are able to see the list of books, journals, magazines and dissertation in the MIS. But circulation of books through MIS has not been started so far.

(f) Evening library for hostel students.
Action taken: The issue has been communicated to the management again on 13th March 2022.

(g) Pest control in the library.
Action taken: The issue has been communicated to the management again on 13th March 2022.

(h) LAN modification in the library.
Action taken: The action is pending.

2. Subscription of magazines for library.
Action taken: The issue has been communicated to the management on 13th March 2022.

Prepared by
KRP
02.04.2022

Kuntal Ranjan Singh,
Coordinator,
Library Committee
DIPSER, Deoogarh.

Principal
Dev Sangha Institute of Professional
Studies & Educational Research
Deoogarh, Jharkhand

Resolution - 20
Action Taken Report

Date - 07.05.2022

The Action Taken Report on the minutes of meeting of the library committee held on 13.04.2022.

1. Review of the minutes of the last meeting.

(a) Procurement of ^{Need.} books.

The revised list of books was submitted to the Secretary, DIPSER & DSSB on 04.05.2022 for needful action.

(b) ^{Part of library} It was enforced that the issue had been discussed on last GB meeting held on 24th April, 2022, but the decision has been pending so far.

(c) Status of MIS.

The newly accessioned books were being entered/ fed on the MIS portal and it is likely to be completed by 10th of May 2022.

(d) Evening library for Hostel students.

The Assistant Librarian demanded additional remuneration for providing the facility of evening library to Hostel students. The matter has been communicated to the authority on 13th ^{part} March 2022, but not concrete decision has come so far.

(e) Pest control in the library.

The issue has been communicated to the authority on 13th April, 2022.

(f) LAN modification in the library.
The last modification in the library has been done on 5th May 2022. by IT Executive Sri Nirupam Mallik.

(g) The subscription of Magazine.
~~Subscription of Magazines are awaits.~~
The issue has been communicated to the authority on 13th April again. so far no decision was received from authority.

(h) Book binding for damaged books.
The issue has been communicated to the authority on 14/4/2022 but no decision was received so far.

(i) Need of curtains for library doors & windows.

The issue has been communicated to the authority on 14/4/2022 so far no decision was received.

(j) Reimbursement of price of books if purchased by teachers for library.

The issue has been communicated to the authority on 14/4/2022. no decision received so far.

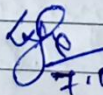
① Extreme heat condition prevent students and teacher visiting library.

It was proposed ~~decided~~ to start morning college to prevent heat condition in the library but that was not implemented.

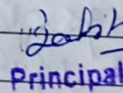
② The number of standard books & Journals submitted to NAAC 2013 to be submitted to IQAC.

The Assistant Librarian Ms. Bipra Dasgupta assured to submit the same to the IQAC but so far that was not submitted.

Prepared by


7.05.2022

(Kuntal Ranjan Dasgupta)
Coordinator, Library Committee.


7.05.2022

Principal
Dev Sangha Institute of Professional
Studies & Educational Research
Deoghar, Jharkhand

Resolution - 21 Action Taken Report.

Action taken report on the minutes of the meeting of library committee held on 19.05.2022.

1. Review of the last minutes of the meeting.

(a) Procurement of new books.

Action Taken: The list of books was sent to the honourable secretary on 21.05.2022 again.

(b) Shifting of library / part of library to the ground floor.

Action Taken: The issue has been communicated to the management again on 23.05.2022.

(c) MIS for the library (Status)

Action taken: So far 716 books have been entered properly.

(d) Evening library for hostel students.

Action taken: So far no concrete action has been initiated.

(e) Pest control ~~for~~ in the library.

Action taken: No action has taken so far.

(f) ~~LAN~~ modification in the library.

Action taken: LAN modification has been completed. on 5/5/2022.

(g) Subscription of the magazine for the library.

Action Taken: The issue has been communicated to the authority on 23/5/2022 but no instructions were received so far.

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(d) Book binding of damage books.
Action Taken: The issue has been communicated to the authority, on 23.5.2022 again.

(e) Need of sustain in the library.
Action Taken: The issue has been communicated to the authority on 23.5.2022.

(f) Re-imburement of the price of books to be purchased by any teacher for library.

Action Taken: The issue has been communicated to the authority again on 23.5.2022.

(k) Library is not a comfortable place for user (in summer).

Action taken: The issue has been communicated to the authority again on 23.5.2022. ~~But no response received.~~

(h) Number of standard books & journals submitted during NAAE visit. 2013.

Action Taken: The required data was not submitted by the Asst. Librarian. So far.

2. Status of Subscription of magazines & journals.

Action Taken: So far the status has not been submitted satisfactorily.

3. Status report of books issued, return & outstanding (^{books} out of library)

Action Taken: Status updated for books out of library is 321 (19.05.2022).

4. Library Inventory (stock verification) to identify missing books.

Action Taken: The process of library inventory began on 18.5.2022. So far 104 books were verified.

5. Any other issue with the permission of chair

(a) Need of rubber stamps for library

Action taken: The list of stamps were provided to the principal but so far we did not receive any of the rubber stamps.

(b) How many books were never issued? and how many books have single copy?

Action taken: Though the librarian assured to provide the required data after 13.6.2022. But so far the data were not provided to L.O. Ac.

prepared by

~~30.7.2022~~

Kunnu Ranjan Jha.

Coordinator Library Committee

Babita
30.07.2022

Dr. Babita Kumari

Dev Sangha Institute of Professional
Studies & Educational Research

Dumraon, Jharkhand

2. X/amb/ku/en.