


MINUTES OF THE MEETING

On 02.07.2020 an extra ordinary meeting was held in the conference hall of the Government Degree College Ganderbal . The meeting was called by Coordinator IQAC with Principal on chair . The agenda of the meeting among other things was to discuss about the mode of Purchase of books for College library for the current session . The meeting was presided over by the Principal of the College and attended by Convener Advisory Committee Prof. Akhter Hussain, Convener Admission Committee Dr. Sheikh Bilal Ahmad , Coordinator Examinations Prof. Naseer Ahmad Sofi , All Heads of Departments including the Librarian of the Vollege Mr. Masood Ahmad , Sr. Assistant Mr. Mohd Saleem Shawl and Accounts Assistant Mr. Shabeer Ahmad Rather . In the outset Principal informed the participants about the financial position , allocation of funds by administrative departments for the purpose of purchase of books . He took stock of previous purchases and sought updated information from the librarian of the college . In his reply Mr.Masood Ahmad Bhat appraised the chair and other present about the previous purchases , placement of orders , process of bills , reimbursement as well as pendance of bills thereof. He further highlighted various issues that needs to be resolved before hand inorder to make the purchases for the current session hassel free . During the proceedings staff members also raised many queries regarding the collection of books, their standard andrelevance from the point of students . Regarding the speedy disposal of bills section officer and accounts assistant also gave their suggestions and they also highlighted the things which become hindrances in the final and speedy disposal of bills. After a thorough discussion consensus was built and it was resolved that College will follow a framework which shall have following provisions :

1. Expression of interest has to be invited through an advertisement in a local daily news paper having wide circulation for the empanelment of publishers / Book sellers.
2. Only registered publishers / book sellers are to be empanelled .
3. Preference will be given to those publishers / booksellers who will provide the maximum discount after negotiation with College Library Committee in front of Principal. However there will be no compromise on quality and standard of the books.
4. All the empanelled publishers shall have to deposit 20,000/- for the current financial year with the college .
5. Non fulfillment of intended promise or breach of trust by any empanelled vendor , publisher / bookseller shall warrant action under rules and auto suspension of any order placed to such vendor / bookseller .
6. No hardbound books shall be acceptable to the college library henceforth . Library committee shall enforce the same .
7. The quantity of books and title of books shall come from the HOD's of respective departments keeping in view the allocation of funds to the said departments.
8. HOD's shall keep one copy of the requisition with them so as to verify whether the vendor / bookseller has provided the books in verbatim or not and recommend the bills accordingly .

  
Co-ordinator  
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