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## Minutes of the Fourth Meeting of the Council of INFLIBNET Centre

The fourth meeting of the Council of INFLIBNET Centre was held on 20<sup>th</sup> February, 2001 at UGC HQ, New Delhi. The meeting started at 12.20 p.m. and ended at 1.45 p.m. Following persons were present:

**In the Chair:**

Dr. Hari Gautam ----- Chairman, UGC & President of the Council

**Members:**

Dr. Arun Nigavekar – Vice-Chairman, UGC  
Dr. N. Vijayditya, Acting DG, NIC  
Prof. M.P.Kapoor, Director, TIET  
Dr. N.S.Ramegowda, Vice-Chancellor, Karnatak Open University  
Prof. R.K.Jha, Emeritus Professor, BHU  
Dr. T.A.V.Murthy, Librarian, CIEFL  
Dr. H.K.Kaul, Director, Delhi Library Network  
Shri Pramod Kumar, Director, INFLIBNET Centre & Member Secretary To the Council

**Invitees:**

Shri O.P.Nigam, FA, UGC  
Dr. Dasthakur, Jt. Secretary, UGC  
Dr. P.Prakash, Dy. Secretary, UGC  
Shri S.M.Salgar, Scientist "G", INFLIBNET Centre  
Dr. T.S.Kumbar, Scientist "D", INFLIBNET Centre  
Shri C.K.Shah, Admn. Officer-III, INFLIBNET Centre

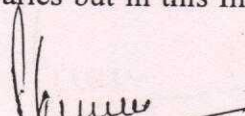
Dr. R.A.Mashelkar, Prof. M.L.Sondhi, Prof. H.P.Dikshit, Dr.Y.V.Reddy, Prof. Naresh Ved, Dr.G.K.Mehta, Prof. S.K.Kak, Dr.G.G.Dandapat and Prof. R.S.Nirjar could not attend the meeting.

The deliberations on various agenda items are summarised below:

### **Agenda Item No. 1: President's Remarks**

Shri Pramod Kumar, Member Secretary, informed that since the last meeting of the Council, held in December 1998, a number of members have changed. He introduced the new members and requested the President to give his opening remarks.

Dr. Guatam welcomed the new members to the Council. He appreciated the contribution made by the past members of the Council, whose terms had ended. Dr. Gautam said that INFLIBNET was established with certain objectives in mind. Initially main focus was on modernisation of libraries but in this Internet era, the focus has changed to networking and related services. This



JC has a major role to play in the changed environment. He said that members of the Council were experts in various fields and they should provide guidance to INFLIBNET to help it meet its goals. Dr. Gautam then requested Dr. Nigavekar to address the members.

Dr. Nigavekar said that last GB meeting of INFLIBNET Centre was held recently. Some guidelines were given as to how INFLIBNET should proceed in future in more meaningful way to meet its goals. He informed that at the fag end of the 9<sup>th</sup> plan, UGC has done detailed exercise on providing network connectivity to universities and colleges. Efforts will be made to provide reliable and assured bandwidth to all the academic institutions. Backbone of ERNET will play a major role in this. Each university will have sufficient bandwidth available for downloading and uplinking. He informed that a number of universities had established fibre-optic LANs in their campuses and had about 1MB network connectivity. About 40 universities have already got single point connectivity of 1 MB. In some universities, certain departments had established their own departmental LANs. Some universities had individual connectivity through ISPs. But unfortunately, the winds of changes brought about by IT, have not yet touched large number of universities at all. Therefore, the role of INFLIBNET becomes very important in this changing scenario. Dr. Nigavekar ended his remarks by asking the Council to give guidance about the direction, INFLIBNET should take. The expertise and collective wisdom of the members is our strength.

### **Agenda Item No. 2: Confirmation of minutes of last Council meeting**

The minutes of the third meeting of the Council, held on 24<sup>th</sup> December, 1998 were confirmed. It was pointed out by the President that there was no quorum in the last Council meeting. Shri Pramod Kumar informed that due to lack of quorum, the meeting was adjourned for half an hour and it was then reconvened as per rules. This fact has been duly recorded in the minutes of the last meeting.

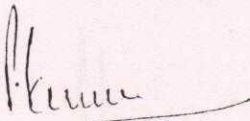
### **Agenda Item No. 3: Action Taken Report**

Shri Pramod Kumar briefed the members about actions taken on various action items generated in the last Council meeting. Prof. Kapoor noted that INFLIBNET had a meeting with NASSDOC in August, 1999 where-in several areas of co-operation were identified. He wanted to know about further progress made and suggested that it should be reported in the next Council meeting.

Regarding establishment of UGCNET, members were informed that ERNET, India was entrusted with the responsibility of providing high speed connectivity to universities by the UGC. Prof. Kapoor wanted that progress made by ERNET should be reported in the Council meetings and suggested that a person from ERNET may be co-opted on the Council of INFLIBNET Centre for this purpose.

### **Agenda Item No. 4: Status Report by the Director**

Since the Status report of the Centre was given in the agenda papers in sufficient detail and the members might have gone through it, the President asked the Director, INFLIBNET Centre to summarise it in 15 minutes. Accordingly the status report was presented by the Director.



Prof. Rame Gowda was of the view that expert database was of great use to universities, who require this information. Though this information may be available on INFLIBNET's web site, till the culture of web sites gets established in most of the universities, he suggested that INFLIBNET should prepare compendium, may be in the form of CDs, and provide it to universities.

Dr. Vijayditya said that in this IT field, a number of players have emerged and to survive in such a fiercely competitive environment, INFLIBNET has to really work hard. Efforts have to be made to collect upto date information from universities. A structure has to be created at the Centre for collecting such information expeditiously and for running services and operations. He said that running operations, providing variety of services to the universities is no mean task. Dr. Vijayditya and Prof. Kapoor advised that if universities are not sending required information to INFLIBNET, private agencies may be hired for collecting information from universities.

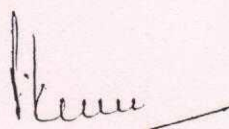
Dr. Kaul was of the view that training being imparted by INFLIBNET Centre to library staff should be of international standard and should include MARC format. College library staff also should be imparted training. Duplication of efforts in creating databases should be avoided. He felt that instead of only six chosen university libraries, all universities should contribute to document delivery. A work force should be created to give proper training for retroconversion. He suggested that minutes of the MHRD meeting and meeting of the sub-committee set up by the MHRD should be sent to Council members.

Dr. Murthy informed that MHRD has set up a manuscript committee which is responsible for creating databases of manuscripts in the country. INFLIBNET should not attempt to do it.

Regarding university information system, Director informed that this activity of creating home pages of universities has been stopped pursuant to the decision taken in the MHRD meeting. Prof. Kapoor felt that this activity should not be totally stopped. INFLIBNET should at least give one page write-up on each university on its web site. For more details, hyper links can be provided to respective web sites of universities.

Shri Nigam suggested that Experts database should be integrated with UGC's web site. He advised that instead of listing the number of universities funded, the Council should be informed about achievements of the universities, and what more facilities are required by them. Council should be told as to how many university libraries are actually using SOUL software and what is its effect on library operations. Director informed that most of these details are available in the form of a report based on the Annual Review meeting taken during February 2000, but not included in the summary report prepared for the Council.

Dr. Murthy pointed out the difficulty faced by universities in recruiting Information Scientists for libraries in view of the ban imposed by the UGC. Discussion took place on the need to have such post in library in view of the fact that nearly all the universities had computer expertise available at their computer centres whose help can be taken by libraries. Members felt that there was no need to have a separate computer person in the library. If help from computer centre was not available, then university libraries can give contract to private agencies for maintaining their hardware and software.



Dr. Kaul pointed out that this meeting of the Council was taking place after a very long gap. He wanted Council to meet more often. President decided that henceforth Council will meet as per the schedules prescribed in MOA & Rules.

### Agenda Item No. 5: Presentation of Audited Accounts

Audited accounts for F.Y. 1998-99 and F.Y. 1999-2000 were presented to the Council for approval. Following queries were raised by the IUC bureau :

Accounts for F.Y. 1998-99 :

1. To whom advance has been given in respect of franking machine?
2. There is no provision for credit society. So why is it appearing in the audited accounts?
3. An amount of Rs. 1,82,490/- has been shown as reimbursement for machines. Details are required.
4. Details required on amount spent on cosmetic maintenance.
5. Leased accommodation facility is stopped by the Government, then why is it appearing in the accounts report ?

Accounts for F.Y. 1999-2000

1. Details regarding pre-paid expenses required.
2. Details on interest received to be given.
3. Why credit society is appearing again in the report ?

Answers to all the above queries are enclosed with these minutes as separate enclosure.

Audited accounts for F.Y. 1998-99 were passed by the Council subject to clarifications to be given to queries of IUC bureau.

Audited accounts for F.Y. 1999-2000 were passed by the Council subject to clarifications to be given to queries by IUC bureau and Internal Audit.

### Agenda Item No. 6: Presentation of Annual Reports

Annual reports of the Centre for 1998-99 and 1999-2000 were presented to the Council for approval. Since the members had not gone through the reports, they were requested to send their comments by 20<sup>th</sup> March to the Director, INFLIBNET Centre for incorporation in the annual reports.

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

Minutes prepared by

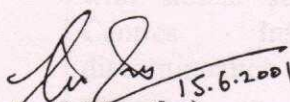
Sd/-

(Pramod Kumar)  
Member Secretary

Minutes approved by

Sd/-

(Dr. Hari Gautam)  
President

  
(T. A. V. Murthy)  
Director

15.6.2001

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## INFLIBNET Centre

(An IUC of U.G.C.)

Ahmedabad : 380 009

Replies to the observation made by IUC Bureau on Audited Accounts for F.Y.1998-99 and F.Y.1999-2000 which were presented to the 4<sup>th</sup> G.C. for approval.

### Accounts for F.Y.1998-1999

OBSERVATION	COMMENT
1. To whom advance has been given in respect of Franking Machine.	The advance is given to Postmaster, Navrangpura Post Office, Ahmedabad, Department of Post, Govt. of India for refilling the postage value in the franking machine. This is the standard practice followed in all offices using franking machines.
2. There is no provision for Credit Society. So why is it appearing in the audited accounts.	The Centre has no financial commitment or obligation towards the Credit Society run by the Centre staff. Monthly installments are recovered from salary of the staff members and remitted to the President, Credit Society through a cheque. This information has been ignore by the Software. being used for Accounts. However, we confirm that no expenditure has been incurred by the Centre on this head. In the Balance Sheet no expenditure has been shown against the Society which can be verified.
3. An amount of Rs.1,82,490.00 has been shown as reimbursement for machine. Details are required.	It is a reimbursement of medicines to the staff and not reimbursement for machine.
4. Details required on amount spent on cosmetic maintenance.	An amount of Rs. 14,400.00 was spent as cleaning and maintenance charges on Director's bungalow. Head cosmetic maintenance has been taken from the Rules No.1.3of IUCAA, Pune. As per the suggestion of the 6 <sup>th</sup> FC, nomenclature of this expenditure head will be changed in current financial year.
5. Leased accommodation facility is stopped by the Government, then why is it appearing in the accounts report ?	Leased accommodation scheme, for a few staff members, was in operation as approved by the Governing Board in line with similar scheme followed at other Centres. Instructions for the discontinuation of the scheme were received in F.Y.1999-2000 only. Accordingly, the scheme has now been discontinued w.e.f. 31 <sup>st</sup> May, 2000.

Accounts for F.Y.1999-2000

OBSERVATION	COMMENT
1. Details regarding Pre-paid expenses required.	Pre-paid expenditure of Rs.2,06,901.00 is for subscriptions to technical journals & Institutional membership fees of various institutions during the F.Y. 1999-2000.
2. Details of Interest received to be given.	Interest received, as shown, is in respect of interest accrued through Short Terms Deposits made by the Centre with nationalised banks for unutilised networking grants and other accumulated misc. receipts during the F.Y.1999-2000.
3. There is no provision for Credit Society. So why is it appearing in the Audited Accounts.	The Centre has no financial commitment or obligation towards the Credit Society run by the Centre staff. Monthly installments are recovered from salary of the staff members and remitted to the President, Credit Society through a cheque. This information has been ignore by the Software being used for Accounts. However, we confirm that no expenditure has been incurred by the Centre on this head. In the Balance Sheet no expenditure has been shown against the Society which can be verified.