

सेकल्प शैश्या - 04

आज दिनांक 27.07.2016 को समय 11.00 बजे  
कमरा नं० 06 में IQAC की बैठक हुई जिसमें OFFICE -  
AUTOMATION पर चर्चा की गयी जिसमें निम्न  
सदस्य उपस्थित हुए।

Chairpersons - Dr. Vijay Bahadur Singh

V. B. Singh  
27/7/16

Co-ordinator - Dr. Dinesh Kumar -

D. K.  
27/7/16

Members from RLSV College (teacher) :

- Prof. Bhawesh Jha

Bhawesh  
27.7.16

- Dr. Shriti Chaudhary

Shriti  
27/7/16

- Dr. Jaikant Prasad Singh

Jaikant  
27/7/16

- Dr. Neeraj

Neeraj  
27/7/16

- Dr. Rajkumar Singh

Rajkumar  
27/7/16

- Dr. Khaliq Ahmad

Khaliq  
27/7/16

Members from Local Community :

- Prof. J. N. Prasad

- Sri Sudip Kumar Dey

Sudip  
27/7/16

### Proceedings :

Co-ordinator of the cell Dr Dinesh Kumar welcomed all members. The newly inducted member of the cell Prof. Bhawesh Tha was introduced to all members.

Following observations were made by the members of the cell in the meeting.

- (i) Multiple entry of the same information is taking place during the admission/ registration/examination related at different counters by the staffs. This involves wastage of time and resources on recurring basis.
- (ii) Since students related data are not in proper order and in electronically retrievable form, problems are felt while entering data for AISHE, UGC, RU and other agency.
- (iii) Issue and submission of books in library is an integral and important part during the signing of No dues certificate.  
 Owing to workload and staff crunch, human errors can not be ruled out given the manual entry of thousands of student members of library. Computerized operation and handling seems to be the solution.
- (iv) Need of uninterrupted power system and a photocopy machine is felt for the college library.

### Resolutions :

In light of the above observations and others, following suggestions follow naturally -

- (1.) Digitization of library (Room no. 16), online access to books, notes, periodicals etc. is important. For this college can subscribe to INFLIBNET and make provision for atleast 07 Desktop Computers. For power back up to these systems, a UPS of rating 5 KVA must be procured.
- (2.) Given the digital age, one desktop computer system is required in each of the following dept./office  
Physics, Chemistry, Botany, Zoology, Psychology, Geography, Library (for the librarian) and Admission counter. This mounts to 08 desktop computer systems alongwith required power backup. UPS<sup>s</sup>. This will help accessing e-library plus other works.
- (3.) Considering the frequent power cuts, college may consider purchasing of one silent generator of rating 10 KVA to obtain power back up during the power cuts / seminars / workshops / functions etc.
- (4.) For the vocational lab. of B.Sc (C.A.), the use of thin client and server is recommended. This will ease the job of laboratory maintenance and reduce the installation of a number of seperate CPU<sup>s</sup>, UPS<sup>s</sup> at the user terminal. Thin client and server system (Min. Hard disk size of 1TB memory) is

