



ST. XAVIER'S COLLEGE OF EDUCATION
(AUTONOMOUS)

(Re-accredited (3rd cycle) at 'A' Grade with CGPA 3.67 by NAAC)

PALAYAMKOTTAI - 627 002, Tamil Nadu, India

Phone : 0462 - 2577630 (O)
0462 - 4264218 (R)
Fax : 0462 - 2577631
E-mail : sxcbed@yahoo.com

Rev. Dr. D. Thomas Alexander, S.J.
PRINCIPAL

17.07.2019

SXCE/LIB/IMPRESS-ICSSR-GRANT/2019-1

To

The In-charge,
Impactful Policy Research in Social Science (IMPRESS)
Indian Council of Social Science Research (ICSSR)
JNU Institutional Area,
Aruna Asaf Ali Marg,
New Delhi - 110 067.

Dear Sir,

Sub: Financial Assistance to organize one day National Level Seminar on
Empowering Smart Skills with LIS Professionals in Southern Region- Reg.

Warm Greetings from St. Xavier's College of Education.

Our college of Education has been in existence for 69 years, in serving the cause of teacher education. The College offers B.Ed, M.Ed, M.Phil, (Education) and PhD (Education) Programmes. The college underwent NAAC assessment and it was re-accredited with A⁺ Status in April 2007 and again re-accredited (3rd Cycle) at 'A' Grade with CGPA: 3.67 in February 2013.

The College has the credit of organising five UGC Sponsored Refresher Courses for the college teachers and a number of state and national level seminars/Workshops for the professional enrichment of teachers, teacher educators and Library and Information Science Professionals. Our college also conducted the UGC-NET preparation programmes for last six consecutive years in Faculty of Education and Faculty of Library and Information Science.

In continuation of organization of service, we would like to organise a national level seminar for Library and Information Science professionals, working librarians, postgraduate students and PhD scholars in Library and Information Science.

We have prepared a proposal for partial financial assistance to conduct the national level Seminar on "Smart Skills Empowering LIS Professionals" on ¹⁴09.2019. We have enclosed all the details as per your formal guidelines prescribed in the website. We request you to consider the worth of our proposal and offer financial assistance to the same. Kindly do the needful.

Thanking You

Yours sincerely,



Principal

PRINCIPAL

ST. XAVIER'S COLLEGE OF
EDUCATION (AUTONOMOUS)
PALAYAMKOTTAI
TIRUNELVELI-2.

Encl:

1. Seminar Proposal
2. Forwarding Letter

(18)
17/7/19

IMPACTFUL POLICY RESEARCH IN SOCIAL SCIENCE (IMPRESS)

SEMINAR PROPOSAL

Broad Domain	SCIENCE & EDUCATION
Broad Sub-domain	SKILL DEVELOPMENT

Title of the Proposed Seminar: **EMPOWERING SMART SKILLS WITH LIS PROFESSIONALS**

Library and Information Science Professionals act as information handling managers using various technological tools and traditional methods. Today, the libraries are having printed resources, electronic resources and online resources being disseminated from various tools like internet, databases, and web applications. In this regard, library and information science professionals require additional skills like soft skills, research skills, work place ethics and social responsibility to manage the library in an effective manner for satisfying the customers by providing required information at the right time.

Dr. S. R. Ranganathan "Service Trinity" highlights 1) Users (Customers) 2) The Staff (Service Providers) 3) The information resources and system in his approach. If the library and information science professionals come to know all the smart skills cum soft skills, then the implementation of the Ranganathan Trinity approach is highly possible.

Alex K (2011) "Soft skills are essentially people skills – the non-technical, intangible, personality-specific skills that determine one's strengths as a leader, listener, negotiator and conflict mediator". "Hard" skills, on the other hand, are more along the lines of what might appear on one's resume-your education, experience and level of expertise. Soft skills is a term which refers to personality traits, Social graces, facility with language, personal habits, friendliness, and optimism that mark people to varying degrees. Soft skills play a significant role in one's success in life particularly in one's profession. They help one to excel in the workplace and their importance cannot be denied in this age of information and knowledge. Soft skills in the highly competitive corporate world will help you stand out in crowd regular job seekers with ordinary skills and talent. The ever-changing impact of technology and the style of management pay so much attention to soft skills. Recent survey suggests that the more valuable employee is the one who can grow and learn as the business changes and grows. Soft skills play an important part for the success of an organization. Organizations, particularly those dealing with customers face-to-face, are generally more prosperous if they train their employees to use these skills. With the boom in outsourcing taking root across industries, many professionals and subject matter experts directly dealing with their clients on a regular basis, soft skills have become absolutely essential for the success of the organizations and the individuals. Soft skills are as important as traditional hard skills to an

employer regardless of industry or job type. It is to be understood clearly that soft skills complement hard skills. At the same time hard skills cannot be replaced with soft skills. "Soft skills are very important in business. It is essential to be technically sound, but one should also have the ability to convey the idea to the masses in the simplest possible manner." "Planning is necessary but execution is also equally important. And it takes soft skills to execute any idea because it involves dealing with people directly." For this reason, soft skills are increasingly sought out by employers in addition to standard qualifications. Soft skills cannot be taught. However it can be developed through proper training. Majority of the managers observe that they could find workers who have "hard skills" but many potential job seekers lack the "soft skills" that a company needs.

Nirmala Sundara Raj and Peter Baskaran (2012) explained that soft skills play a significant role in one's success in life particularly in one's profession. Soft skills indispensable role is inevitable for the success of an organization. They help one to excel in the work place and their importance cannot be ignored in this age of information and knowledge. Soft skills are very important in business arena. It is essential to be technically sound, but one should also have the ability to "convey the ideas to the masses in the simplest possible manner." For anything and everything planning is necessary but execution of the same is also equally important because soft skills deal with people directly. Soft skills cannot be taught. They can be developed through proper training. Majority of the employers or managers could observe one's hard skills, but many potential job seekers lack the "soft skills" that a company needs. Employers are increasingly searching for more than academic qualification. Such a situation highlighting one's soft skills can put him in a considerably advantageous position over similarly qualified candidates.

Singh S R (2011) briefly pointed out that, Soft skills or people skills decide how fast and well one can climb the ladder of success. Here are some of the advantages that soft skills can help a person.

1. They help us grow in our career.
2. They give us an eye to identify and create opportunities.
3. They help develop relationships with our colleagues and clients.
4. They develop good communication and leadership qualities in us.
5. They help us think beyond money.

After reading the advantages, one would find the needs of a technical person to grow as a professional.

The desirable soft skill includes Interpersonal skills, Decision Making, Problem Solving skills, Team work, Negotiation Skills, Communication Skills, Time Management and Stress Management.

Some of the significant soft skills required to become an excellent "Library and Information Science Professionals" are listening skills, writing skills, project management skills, presentation skills, public relations, customer services, leadership skills, team work, negotiating skills, teaching skills besides knowing technologies. This seminar will provide the opportunity to know various soft skills related to information on handling and managing the libraries.

References:

1. Alex, K. (2011). *Soft Skills* (1st ed.). New Delhi, India: S. Chand & Company Ltd.
2. Hariharan, S., Sundararajan, N., & Shanmugapriya, P. (2010). *Soft Skills* (1st ed.). Chennai, Tamil Nadu: MJP Publishers.
3. Nirmala Sundara Raj, & Peter Baskaran. (2012). *Soft Skills* (1st ed.). Tirunelveli, Tamil Nadu: Aroma Publications.
4. Ranganathan, S.R. (1957). *The five law of library science*, 2nd ed.: Madras Library Association.
5. Ranganathan, S.R. (1961). *Reference Services*: Madras Library Association.
6. Singh, S. R. (2011). *Soft Skills* (1st ed.). New Delhi, Tamil Nadu: APH Publishing House.

Objectives of the Proposed Seminar:

Library and Information Science professionals are the very essential people of the country in the 21st century, because wide dissemination of information occurs through various channels like printed and online version. In this seminar, fruitful discussions on the soft skills, with library and information science professionals are to be deliberated. It includes the main theme of the seminar like empowering LIS professionals with smart skills, skills of ethics at work place, social responsibility, research skills and web 2.0 skills among LIS professionals. This seminar also will discuss the following sub themes:

- Technical and Human Relation skills
- Information Management Skills
- Professional skills
- Life skills
- Communication skills
- Flexibility, Integrity, Positive Attitude, Interpersonal skills, Responsibility, Team Work, Work Ethics, Professionalism
- Multidimensional aptitude
- Listening skills
- Interpersonal skills
- Presentation skills
- Leadership skills

- Writing skills
- Marketing skills
- Subject Knowledge
- IT Skills (Online Searching, Retrieval, Digitization, database management, Web-page design)
- Customer Services

How will the Seminar benefit the policy making in the mentioned domain and sub-domain area? (Max. 150 words)

Warraich & Ameen (2011) found that analytical capabilities, decision making skills, technological skills and communication skills are indispensable to enhance the employability of LIS professionals.

Okamoto & Polger (2012) found that their studies on marketing and promotional skills, responsibilities such as public relations/ liaison, outreach activities and web communications are increasingly important employability skills for LIS professionals.

Buarki, Hepworth & Murray (2011) pointed out the major issues that affect the employability of fresh LIS professional such as internal promotion policy, proxy librarians-teachers acting as librarians and entry of non-professionals (IT Professionals) into professional positions.

Soft skills are one of the requirements of leadership qualities. The 21st century is experiencing rapid changes in science and technological developments. Library and information professionals play a vital role in the academic institutions by providing information to the scholars, students and faculty members in various ways besides through information and communication technology. In this seminar, the competence in smart skills among LIS professionals is aimed through elaborative deliberations. Library and Information Science Professionals will ensure the attainment of smart skills through this seminar such as analytical, creative, flexible, reflective, detective, adaptable, responsive to needs, self-motivated, enthusiastic, interactive and engaging, tolerant, networking skills, multidisciplinary reader, information literacy, work ethics, and confidentiality. Added to this, LIS professionals are aware of the changing needs of their jobs and are ready learn in order to build their capacity and skill based competencies through this seminar. Hence it is believed that, good leaders in LIS professionals will be produced and the dissemination of information to the customers in traditional and modern technology through various skills will be ensured thereby the LIS professionals are able to support the society.

References:

1. Buarki, h.; hepworth, M. & Murray, I. ICT skills and employability needs at the LIS programme, kuwait: A literature review. *New Library World*, 2011, 112(11/12).
2. Hamada, Dalia and Stavridi, Sylvia (2013). Required skills for children and youth librarians in the digital age ,IFLA WLIC, Singapore Retrieved from <http://library.ifla.org/70/1/105-hamada-en.pdf> (accessed on 05/07/2019)
3. Hanchinal, V. V. (2014). Developing Leadership Qualities In Librarians Through Soft Skills. *Episteme: an online interdisciplinary, multidisciplinary & multi-cultural journal*, 2(4), 1 - 10.
4. Haruna Lawal. (2018, October 19). *Understanding the Dynamics of 21st Century Marketing Tools for the Library Information Services* [PDF]. Retrieved from DOI: 10.13140/RG.2.2.26434.02249
5. Krishan Kumar & Sharma, J. *Library and information science education in India*. Har Anand Publications, New Delhi, 2009.
6. Okamoto, k. & Polger, M.A. Off to market we go: A content analysis of marketing and promotion Skills in academic librarian job ads. *Lib. Learn. Manag.*, 2012, 26(2), 1-20.
7. Shankar Reddy Kalle, & PARMESHWAR, S. (2014). Competencies and Soft Skills for Library Professionals In Information Era. *International Journal of Library and Information Studies*, 4(4), 1 - 4. Retrieved from http://www.ijlis.org/Oct-Dec_2014_Vol-4_No-4.html
8. Todd, R.J. and Southon, G. "Educating for a knowledge management future: perceptions of library and Information professionals". *The Australian Library Journal* 50 .4 (2001): 313-326.
9. Warraich, N.F. & Ameen, k. Employability skills of LIS graduates in Pakistan: Needs and Expectations. *Library Management*, 2011, 32(3), 209-224.

Proposed Date, Duration and Venue	14 th September 2019 at St. Xavier's College of Education (Autonomous), Palayamkottai
Nature of Seminar/Conference/ Workshop	International/National Collaborative: Yes Society for the Advancement of Library and Information Science (SALIS), Tirunelveli Chapter
Type of participations	International : NIL Indian (local area): 40 NO'S Indian (outstation): 10 NO'S
Main Deliverables of the Seminar/Conference/Workshop Papers to be presented with titles and presentations NIL Publication Plan Publication of proceeding (Date of Release) NIL Publication of Book (Edited) with possible list of papers NIL Publications of Lectures of Key Resource persons NIL Publications as papers in Journals NIL	

Key Resource Persons With their specialization and topic of presentation/paper	Name, Position, Title of paper/Presentation
	1. Dr. K.Alex - Developing Soft Skills on Library and Information Science Professionals Associate Professor Department of Commerce St. Joseph's College (Autonomous) Tiruchirapalli
	2. Dr. K. Ramasamy – Skills for LIS Research and Web 2.0 Tools College Librarian, M. V. Muthiah Government College for Women Dindigul
	3. Dr. R. Senthilkumar – Skills on Ethics at Work Place and Social Responsibility for LIS Professionals Senior Librarian Christian Medical College Vellore

	<p>4. Dr. S. Ally Sornam – Inaugural Address Associate Professor & Head Department of Library and Information Science Bishop Heber College (Autonomous) Tiruchirapalli</p> <p>5. Dr. K. Elavazhagan – Valedictory Address Chief Knowledge Officer Indian Institute of Management Tiruchirapalli</p>	
Expected Participants with papers (Title of the papers)	No paper presentation in this seminar	
Total number of Participants	<p>Organizers 25 No's</p> <p>Resource person 05 No's</p> <p>Paper presenters NIL</p> <p>Other participants 50 No's</p>	
<p>Budget under given Heads of Expenditure</p> <p>* Expenses under Travel should not exceed 40% of the total budget. Any relaxation in that would require a permission of ICSSR.</p> <p># Honorarium to speakers include Key paper writers and presenters/lecture deliverers and is subject to publication</p>	<p>Particular</p> <p>Domestic Travel*</p> <p>International Travel*</p> <p>Accommodation</p> <p>Food Expenses & Tea, Snacks</p> <p>Honorarium of speakers</p> <p>Contingency/Office Expenses</p> <p>Any other</p> <p>Total</p>	<p>Amount (Rs.)</p> <p>Rs. 15,000.00</p> <p>NIL</p> <p>Rs. 5000.00</p> <p>Rs. 30,000.00</p> <p>Rs. 15,000.00</p> <p>Rs. 25,000.00</p> <p>Rs. 10,000.00</p> <p>Rs. 1,00,000.00</p>

Expected Receipts	Particular	Amount (Rs.)
	1. Participation/Delegation fee	
	(50 No's X Rs. 300.00)	Rs. 15,000.00
	2. Assistance from any other Institution	
	/collaborative agencies	Rs. 5000.00
	a. ICSSR	Rs. 80,000.00
	Total	Rs. 1,00,000.00
Total Grant expected from ICSSR (In INR)		Rs. 80,000/- (rupees eighty thousand only)

Place: Palayamkottai

Date: 17.07.2019

 = 17/7/19.

Signature of the Convener

Dr. T. RAJA

B.Sc., M.L.L.S., M.P.N.I., SET., P.H.D.

LIBRARIAN

**ST. XAVIER'S COLLEGE OF
EDUCATION (AUTONOMOUS)**

**PALAYAMKOTTAI
TIRUNELVELI-2.**

DOCUMENTS TO UPLOAD

1. Forwarding letter from the Head of the affiliating Institution duly stamped and signed on the letter head.



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PRINCIPAL

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UPLOAD DULY STAMPED AND SIGNED ON THE LETTER HEAD

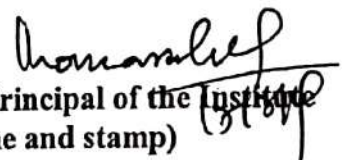
Forwarding Letter by the Affiliating Institution

(By Head of the University/college/Institution)

The In-charge,
Impactful Policy Research in Social Science (IMPRESS)
Indian Council of Social Science Research (ICSSR)
JNU Institutional Area,
Aruna Asaf Ali Marg,
New Delhi - 110 067.

The St. Xavier's College of Education (Autonomous) forwards application of Dr. T. RAJA, College Librarian for the financial assistance for organizing national seminar on the theme **EMPOWERING SMART SKILLS WITH LIS PROFESSIONALS** with an undertaking that this organization agrees to administer and manage the IMPRESS Seminar Grant and provide basic infrastructural facilities for the above-mentioned seminar as rules of the grant.

The institution shall be responsible for submitting the audited statement of accounts and utilization certificate for the grant received by it for this purpose.


Signature of the Principal of the Institute
(With Name and stamp)

Place: Palayamkottai

Date: 17.07.2019

Name: Rev. Dr. D. Thomas Alexander SJ

Designation: Principal
PRINCIPAL
**ST. XAVIER'S COLLEGE OF
EDUCATION (AUTONOMOUS)**
PALAYAMKOTTAI
TIRUNELVELI-2.