BHARATI VIDYAPEETH'S

COLLEGE OF ENGINEERING FOR WOMEN, PUNE-411 043.

LIBRARY

Dr. Shiyali Ramamrita
Ranganathan
(1892 – 1972)

Julinah Sabria Binte Abu Bakar
V. Somasundram
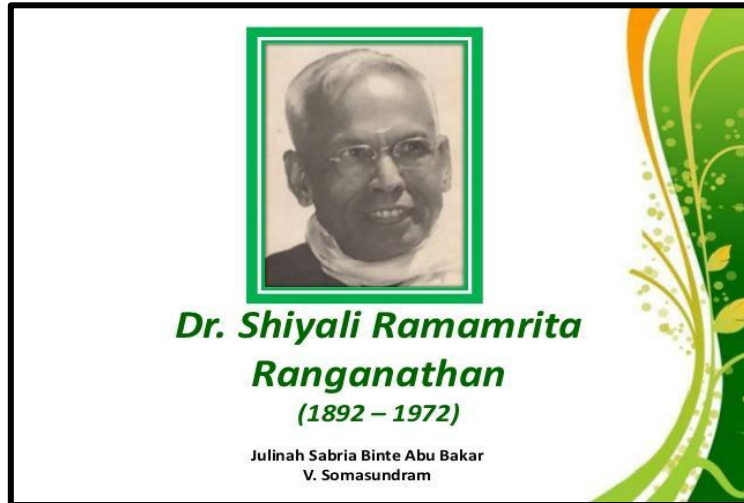
Dr. Shiyali Ramamrita Ranganathan's Five Library Laws of Library Science	
Sr.No.	Laws
1	Books are for use
2	Every reader his/her book.
3	Every book its reader.
4	Save the time of the reader.
5	The Library is a growing organism.

Mr. Birajdar V. S.,
Librarian,
M. A., M. Lib. & I. Sc., SET

ABOUT LIBRARY:

Our college library has sufficient number of reference books, textbooks, National and International Journals/Periodicals to satisfy the requirements of the AICTE and syllabus of the university. As far as the reading interest of students is concerned literatures, Biographies, Daily news papers (English, and Marathi languages), E-resources etc. are also available in good number. Library area is 408 sq. m. and spacious reading hall of capacity near about 200 students is available. Library facility is available as per the need of students and faculty.

FACULTY INFORMATION:

Sr. No.	Name of The Staff Member	Designation	Qualification	Exp. Yrs.
1	Mr. Birajdar V. S.	Librarian	M.A.,M. Lib. & I. Sc., SET Qualified	21 Years
2	Mrs. Patil Archana	Jr. Clerk	M. A., M. Ed.	5 years
3	Dipali Babar	Lab. Attendant	11th Pass.	7 years
4	Mr. Salunkhe S. S.	Peon	H.S.C. fail	27 years
5	Mr. Lad P. B.	Peon	H. S. C. fail	15 year

LIBRARY DETAILS:

Sr. No.	Details	Faculty	Qty.
1	DELNET-Developing Library Network (Figures in records)	Union Catalogue of Books, Union catalogue of periodicals, Union list of current Periodicals C.D.ROM Database, Article's Database, Database of thesis and Dissertations, Union List of Video Recording, Union List of Sound Recording	<u>Records</u> 2,28,45,202 20,235 37,847 22,234 9,22,042 81,074 6,000 1,025
2	National Journals/Periodicals Print	For all branches	**30**
3	News Papers	Marathi, English	**16**
4	Computers	Digital library	**20**
5	Laptop		**01**
6	Digital Library	DELNET, NPTEL	
7	Internet Facilities	155 Mbps	
8	Library Management S/W	SOUL 2.0, OPAC, Web Opac, Multi Users	**01**
9	Multimedia systems		**10**
10	**CD's**	Alongwith Book's Alongwith Periodicals	**3315**
11	Library Books	Books for UG	**22,444**
		Books for P.G.	**602**
		Books for SC/ST students (From Social Welfare	**797**
		Books Donated	**533**
12	NPTEL	National Programme on Technology Enhance Learning IIT Video Lectures,	**IIT Video Lectures**
13	Xerox Facility		**1**
14	HP Laser jet Printer		**2**
15	Language Laboratory		**1+10 User**

16	Library provides reference services	University Syllabi, Question papers sets for all branches Soft and Hard Copies, News papers Clipping.	
17	Library fully Automated & **WEB OPAC** facility provided to all staff & students	Web. Link 172.16.84.27/webopac	

Library Timing:

Counter timings	Monday To Friday	9 a.m. to 5.30 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed
Reading Room	Monday To Friday	8 a.m. to 8 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed

Library Book Shelves

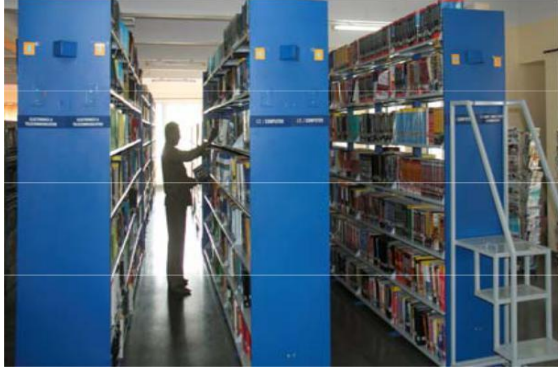**Book(s) Circulation Counter & SOUL 2.0 WEB OPAC ON URL: 172.16.84.27/webopac**

Digital Library

Library Reading Hall

Library Books Shelves

Library Rules:

Sr.No.	Rules
1	Only one Book can be borrowed on each Library Borrower's card.
2	Two borrow cards (I & II) are issued to each (U.G.) student.
3	Book Bank Scheme Two Extra Borrow cards (III & IV) are issued to S.C./S.T. (U.G.) students for semester (Books purchased from Social Welfare grants) .
4	Three Topper (Scholar) Students are issued Three Extra Borrow cards for Book Bank Scheme for the semester.
5	Three borrow cards (I, II, III) are issued to each (P.G.) student.
6	Book should be returned after 7 days.
7	Late Fee of Rs.1/- per Book per day will be charged.
8	In case of damage to the book or loss of book, new book or one and half time penalty on the cost of the book will be recovered.
9	Reference books & Journals are not permitted to take out of the library.
10	Mobile phones are not permitted inside the Library.
11	Bags are not allowed inside the Library counter, For that they may use rack.
12	Maintain Silence in the Library.

Infrastructure:

Library has 408 square meters of pleasant environment comprising Stacking Room, Computer Centre, Periodical Section, Language Lab, Digital Library, Reference Section, Reading Halls, etc.

Space Description	Area in Sq. Meters	Arrangement
Reading Hall	(1792 Sq. ft.) =166.48	Reading Hall
Passage	(249 Sq. ft.) = 23.13	
Stacking Room UG	(1679 sq. ft). =155.98	UG Text Books
Stacking Room PG	(326 Sq. ft.) = 30.28	PG Text & Reference Books
Digital Library	(271 Sq. ft.) = 25.17	Digital Library, NPTEL, Language
Reference Hall	(375 Sq. Ft.) = 34.83	Reference Books & Reading Room

Book Stock/Journals:

Our Library had 937 books at the time of college establishment during 2000.The collection of books had increased by twenty third times to 22,165 in a span of 17 years. This collection includes Text Books, Reference Books etc.
In addition we have subscribed to DELNET, International and National Journals.

Other Library Facilities:

- **Online Public Access Catalogue (OPAC)**

Bibliographic compilation of the printed format is very important to find out the required document from the women engineering college library. This bibliographic compilation is done on the basis of branch of engineering. We follow the International scheme of classification of Books. Dewey Decimal classification (DDC).

- **Home Issue Book Services**

Books lending facility is available to students and faculty members

- **Reference Services**

Reference books are issued to students/research faculty for overnight reference and return. Selected high cost reference books recommended by expert faculty members are being procured and available in reference section.

- **Reprography Services**

This service is provided on cost basis to required personnel.

- **Inter Library Loan Services**

It is impossible and abnormally expensive for any library to have all books of all branches. Hence it is advisable to share other organizational library facilities in expert areas. Books/Journals not available in our library can be obtained on inter library loan arrangements.

- **Book Bank Scheme**

Book Bank Scheme (Grants received from Social Welfare) is available for S.C. and S.T. Students issued 2 books each student for full semester & 3 Toppers (Scholar students) also issued 3 books each student for full semester in each branch.

- **English Language Lab.**

1 Teacher + 10 console (students) Language Lab. Available

Library Advisory Committee:

Sr. No.	Name	Designation
1	Prof. (Dr.) S. R. Patil	Chairman (Principal)
2	Prof.(Dr.) S. R. Patil	Member (H.O.D. E & TC)
3	Prof.(Dr.) D.A. Godse	Member (H.O.D. I.T.)
4	Prof. D.D. Pukale	Member (H.O.D. Comp. Engg..)
5	Prof. (Dr.) A.M. Pawar	Member (H.O.D. Engg. Sc. & Allied Engg.)
6	Prof.(Dr.) S. S. Chorage	NAAC Coordinator & Member (E & TC)
7	Prof. P.D. Kale	Member (T & P Officer)
8	Prof.(Dr.) S. M. Rajbhoj	Member (E & TC.)
9	Prof. S.T. Khot	Member (E & TC.)
10	Mr. S. N. Chavare	Member (Senior Technology Support Engineer.)
11	Khusbhoo Rathi	Student Member (E & TC
12	Mr. V.S. Birajdar	Secretary (Librarian)

Library E-resources

Publishers	Subject	E-content	Website
E-Books			
(1) **Mcgraw Hill-**	E-books- 160		Expresslibrary.mheducation.com User ID- bv_eBooks Pass word- McGraw2021
(2) **Pearson Education**	E-Books- 381		Elibrary.in.pearson.com Acces code-kZX-NoB-Tqx
DELNET-Developing Library Network	Engineering & Technology	Union Catalogue of Books & Periodicals & current periodicals list, C.D. Rom Database etc.	http://delnet.nic.in
Shodhganga			https://shodhganga.inflibnet.ac.in
Webopc			http://172.16.84.27/webopac

DELNET: DEVELOPING LIBRARY NETWORK.

DELNET ACCESS: - Institute is member of DELNET Library Network. .All students & Staff have access to this facility at the Computer Center. Through this facility they have access to more than 900 Libraries network in India & Six other countries having access to about Fifty Lakh records of Books , Journals , Articles , & other documents
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DELNET E-RESOURCES:

Sr. No.	Database	Records
1	Union Catalogue of Books	2,28,45,202
2	Union Catalogue of Periodicals	20,235
3	Union list of current Periodicals	37,847
4	C.D.ROM Database	22,234
5	Article's Database	9,22,042
6	Database of thesis and Dissertations	81,074
7	Union List of Video Recording.	6,000
8	Union List of Sound Recording	1025

(1) **Library Books**: According to the rules of AICTE, books are required to purchase 50 titles of 5 copies for each department and PG has to purchase 100 per book per year. In the library (average) every year books have been purchased 1169 books for UG and 139 Books for PG

(2) **National Journals Print**: According to the AICTE rules, 6 journals are required for each Department and 5 journals subscription for postgraduate. Library has subscribed renewal for an average of 30 journals every year for UG and Post Graduate courses for the last five years.

(3) Books that have been purchased for Scheduled Caste and Scheduled Tribes (Backward) students from social welfare grants. These books are issued to Scheduled Castes and Scheduled Tribes (Backward) students through the book bank scheme for each semester.

(4) The examinations of university, in the college the first three topper students from every department 3 books are given for each semester as book bank scheme to encourage.

(5) The seven pillars racks (cupboards) of this library have been purchased by 52 cupboards for saving the library space. So most of the books sit in the cupboard. Since all doors are open, books can easily come to the hands of the students. This can increase the utilization of maximum books.

(6) Book trolley has been purchased to carry books, hence helping the staff to carry books, and It can be used as a trolley sidewalk (Ladder), so it is possible for the students and faculty to draw books in the upper half of the cupboard.

(7) Due to Web OPAC students and faculty can search books using the
URL:172.16.84.27/webopac. (on IP base).

(8) We have also get DELNET –Developing Library Network membership from February, 2017 -Knowledge flows through delnet, access it- **DELNET Databases** – Union catalogue of books, Union list of Current Periodicals, Union Catalogue of Periodicals, Articles database, Union list of CD-Roms, Database of theses and dissertations, Union List of Video recordings, **delne**t and E-Books, Cambridge Dictionary online, Medline and other databases of NLM, Networked digital library of theses and dissertation. **DELNET Services- (IIL/DDS) -**Document Delivery Services, Inter Library Loan (Books) etc
.
(9) The open access facility is provided to all faculty and students in the library, so students can handle books easily and that students can read more books, so students benefit from it.

(10) All students and faculty have been provided Wi-Fi facility in the library

(11) The library has an internet facility of 155 Mbps

(12) The CCTV cameras have been installed in three main areas of the library. Therefore, the library can be inspected so that the books and other materials are less likely to be stolen)

(13) The reprography machine is kept in the library so students and faculty can get the paper print.

(14) There is a separate reading room for faculty and students in the library.

(15) There is an instruction/suggestion box for the students near the library entrance.

(16) Puts all important notices information related e-books   on the notice board.

(17) To take important decision of library The Library Committee, headed by the Principal, has been appointed. Principal is the chairman of the Library Committee; there are four department heads, senior professors and one student representative member. The librarian is the secretary of the Library Committee. The library committee meeting was is held twice in a year.

(18) A Librarian in the library M. A., M. Lib. & I. Sc., SET Qualified, One Clerk B. A., M. Lib. & I. Sc., One Lab. Attendant, two peons, are trained and qualified staff. They are constantly helping students and faculty.

(19) NPTEL-National Programme on Technology Enhance Learning IIT Video Lectures facility available in library.

(20) Library books, journals etc. are verified every year and are reported to the Principal.

The details of the library are as follows:

Total area of the library (in Sq. Mts.)	408 (Library + Reading rooms)
Total seating capacity	200 Students

Working hours (on working days, on holidays, before examination days, during examination days, during vacation)

On working days

Counter timings	Monday To Friday	9 a.m. to 5.30 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed
Reading Room	Monday To Friday	8 a.m. to 8 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed

Before Examination-

Counter timings	Monday To Friday	9 a.m. to 5.30 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed
Reading Room	Monday To Friday	8 a.m. to 8 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed

During Examination

Counter timings	Monday To Friday	8 a.m. to 8 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed
Reading Room	Monday To Friday	8 a.m. to 8 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed

During Vacation

Counter timings	Monday To Friday	9 a.m. to 5.30 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed
Reading Room	Monday To Friday	8 a.m. to 8 p.m.
	Saturday	8 a.m. to 2 p.m.
	Sunday	Closed

► **Reference Books**: Library has well arranged reference section

►**IIL(Inter Library Loan Service)** : DELNET- Developing Library Network

►**Printing** : 2 H.P. Laser jet printers are for printing e-resources for students and staff

►In house access to e-resources: Staff and students are allowed to use

. e-resources in the college campus (on IP based)

►**User orientation and awareness:** User orientation programs are conducted at the time of every academic year for the students of first year and directly admitted to second year

► **Assistance in searching Database:** Library staff always there are for assisting inusing database searching by using webopac URL:172.16.84.27/webopac

Enumerate on the support provided by the library staff to the students and faculty of the college

●The Library staff always supports students and teachers of the college for proper functioning of library.

● Library staff issue books, journals, new arrivals to the students and teachers.

● Library staff displays the important notifications for the students and teachers on library   notice Board.

● Library staff assists to reprography to the students and teachers

● Special digital room with assisting staff is provided to faculty and students to access the e-resources i.e. e-Books, DELNET etc.

● Book bank scheme is available for 3 topper scholar students from each department

● Social Welfare Book Bank scheme is available for S.C. and S.T. students

● Library is open beyond institute hours for students during the exam. Period

Special facilities offered by the library to the visually/physically challenged persons:

►The Library staff is instructed to help visually or physically challenged persons

 ►Library staff helps visually/physically challenged persons for book issue as well as they Provide the library facility on need basis as and when required.

►Special rights and assistance are given to them to access the e-books other resources

►Two tables are reserved for physically challenged persons.

Feedback from users:

► Suggestion box is kept in the library for taking helpful suggestions and complaints from Students as well as staff. The suggestions from students and teaching staffs are considered for taking required action and the library committee takes corresponding action.