

**PARVATIBAI CHOWGULE COLLEGE OF ARTS
AND SCIENCE, (AUTONOMOUS)
MARGOA – GOA**



**LIBRARY COMMITTEE REPORT
2021-2022**

CONTENT

- 1. Brief Profile of the Library**
- 2. Budget and financial statement**
- 3. Major Activities undertaken**
- 4. Suggestions and recommendations**
- 5. Minutes of the Meeting**

Committee Member for the Academic year 2021-2022

| Sr No. | Name | |
|---------------|--------------------------|-------------|
| 1 | Nandkumar N. Sawant | Convener |
| 2 | Sonia Fernandes Da Costa | Co-Convener |
| 3 | Sarita Naik Tari | Member |
| 4 | Poonam Joshi | Member |
| 5 | Alka Gawas | Member |
| 6 | Mahesh Matha | Member |
| 7 | Supriya Khorjuvenkar | Member |
| 8 | Deepak Kumbhar | Member |
| 9 | Audrick D'Mello | Member |

REPORT OF THE COLLEGE LIBRARY COMMITTEE

ACADEMIC YEAR 2021-2022

LIBRARY AT A GLANCE

The Library of the College popularly known as learning “Resource Center” offer services a range of offline and online. Over the years, there has been significant increase in collection of books, journals & magazines but also space utility, by clear demarcation of Reading room, reference section, stack room etc.

Presently the library of Parvatibai Chowgule College houses 48995 books, 33 Journals/Magazines and has nearly 1900 users. Over the years, not only the collection has increased and has been fully automated. The automation was developed fully in house Library Management System. New Initiatives during the academic year were multiple but the highlighting features were: subscription of research Journals across disciplines , subscription of E-Books, conduct of events and exhibitions and bench marking .

The library automation had the following fields/features:

1. Search Media
2. Reservation request
3. Issue and return of the book
4. Reports
5. Media Barcode List
6. DVD collections
7. Ask E-resources

The library staff and user could transact online as stated below:

| Sr. No. | Function | Description |
|----------------|------------------------------|--|
| 1 | Search Media | Ability to search the book online by using key words like Subject eg. Chemistry, Title: World Geography. |
| 2 | Reservation Request | User can reserve a book, ability to see the status of the book eg. Availability of the book, view all details. |
| 3 | Issue and return of the Book | Using Barcode Issue the book or accept the return of the book |
| 4 | Reports | Generation of daily transactions reports, weekly reports, fine and book to be return list. |
| 5 | Media Barcode List | Accession Number, Call Number, Status (Issued or available in the stack room) |

Library website:

The college has a separate link and website for the library . Bibliotheca is the website where in users can search a book, e resources etc. The following facilities have been given to the registered user of the college.

1. E-RESOURCES:

| | |
|--|---|
| E-BOOKS: Authorized college user can login with the username and Password provided by the Wonderslate Technologies. | 13 subscribed + 195809 (NLIST) |
| INFLIBNET N-LIST DATABASE : | Authorized users of the college can register and Access E-resources, E-Journals for nearly 1,00,000 books and 6293 journals. The Annual subscription fee is Rs. 5900/-. |
| E-JOURNALS: | 6293 |
| SHODHGANGA THESIS | 347609 |
| CD/DVDs | 576 |

- Open Access to National and International journal.
- Economic and Political weekly archive 1966 to 2016.
- Other open sources like –JSTOR, Science Direct, Open access to E-Dailies.

2. DSPACE of Chowgule College:

1. Previous Semester question papers.

Library Initiatives:

- Reorganization of Library Stack rooms, Book stack room 1 (Science) on ground floor and Book stack room 2 (Arts) on First floor.
- Open Access to Library for students and Faculty.
- Reservation of Media not mandatory for Library Patrons.
- To enable students an easy search of Library material a Computer is placed at the Circulation Counter.
- Induction program for Faculty.
- Library Tour for students Department wise.
- Updated Library Website giving link to Open source E-resources.

II. BUDGET AND PURCHASES:

The following is the budget and utilization outlay. The budget is shown separately for aided programme and self finance programme.

| Library Budget & Utilized Amount | | |
|---|-------------------------------------|------------------------------------|
| Aided Programmes | | |
| Particulars | Budget allocated for Library | Budget utilized for Library |
| Library Books | 2,35,000.00 | 2,21,469.00 |
| Educational Journals/Magazines/Newspapers | 60,900.00 | 36,101.00 |
| E-Books | 15,000.00 | 13,924.00 |
| | | |
| Self funded Programmes | | |
| Particulars | Budget allocated for Library | Budget utilized for Library |
| Library Books | 2,74,000.00 | 1,67,915.00 |
| Educational Journals | 26,000.00 | 20,230.00 |
| | | |
| Grand Total | 5,69,900.00 | 4,25,485.00 |

E

**Department wise Budget Utilization:
Aided Programs:**

| Sr. no. | Department | Amount | Amount Utilized | Balance |
|----------------|-------------------|---------------|------------------------|----------------|
| 1 | BOTANY | 10000 | 10224 | -224 |
| 2 | CHEMISTRY | 13000 | 12397 | 603 |
| 3 | COMPUTER SCIENCE | 13000 | 12815 | 185 |
| 4 | ECONOMICS | 10000 | 7487 | 2513 |
| 5 | ENGLISH | 10000 | 8634 | 1366 |
| 6 | FRENCH | 12000 | 12946 | -946 |
| 7 | GEOGRAPHY | 13000 | 12964 | 36 |
| 8 | GEOLOGY | 10000 | 9894 | 106 |
| 9 | HINDI | 8000 | 8000 | 0 |
| 10 | HISTORY | 10000 | 9942 | 58 |
| 11 | KONKANI | 10000 | 11952 | -1952 |
| 12 | MARATHI | 8000 | 7996 | 4 |
| 13 | MATHEMATICS | 12000 | 8657 | 3343 |
| 14 | PHILOSOPHY | 12000 | 11980 | 20 |
| 15 | PHYSICS | 13000 | 12609 | 391 |
| 16 | PSYCHOLOGY | 12000 | 7531 | 4469 |
| 17 | SOCIOLOGY | 13000 | 12547 | 453 |
| 18 | SPORTS | 8000 | 8093 | -93 |
| 19 | ZOOLOGY | 13000 | 13039 | -39 |
| 20 | GENERAL/REFERENCE | 25000 | 21762 | 3238 |
| Total | | 235000 | 221469 | 13531 |

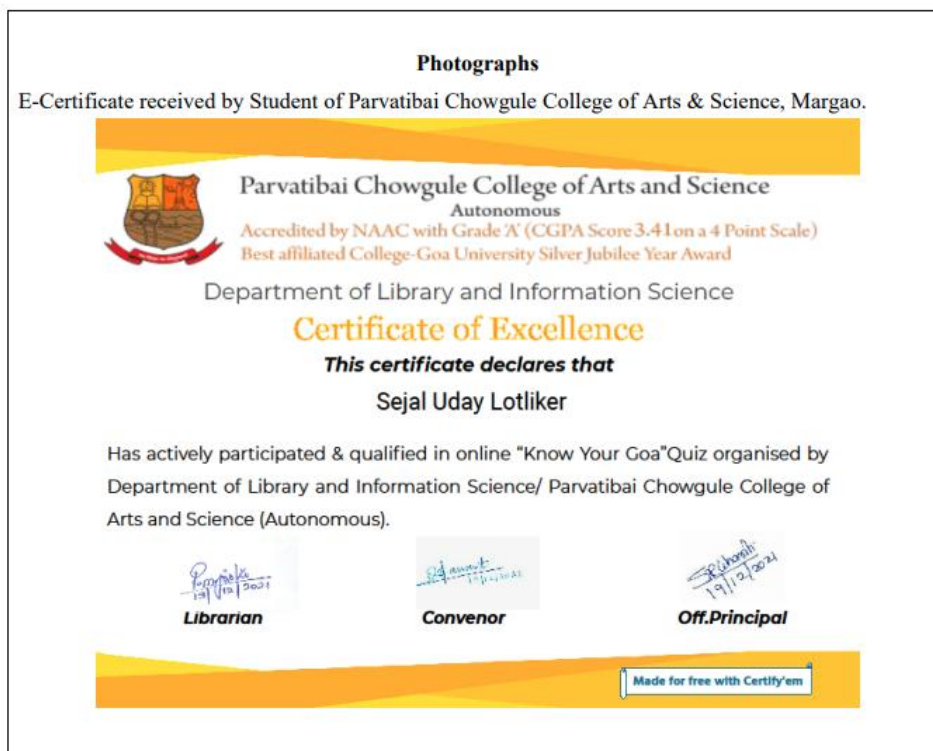
Self Financed Program:

| Sr. no. | Department | Amout | Amount Utilized | Balance |
|----------------|-----------------------------------|---------------|------------------------|----------------|
| 1 | M.Sc. IT | 13000 | 10569 | 2431 |
| 2 | M.A. GEOGRAPHY/GEOINFORMATICS/GIS | 32000 | 10526 | 21474 |
| 3 | BIOTECHNOLOGY | 32000 | 30741 | 1259 |
| 4 | BIOCHEMISTRY | 32000 | 32055 | -55 |
| 5 | CHEMISTRY (ANALYTICAL) | 15000 | 10004 | 4996 |
| 6 | M.A. ECONOMICS | 15000 | 0 | 15000 |
| 7 | B.VOC | 35000 | 0 | 35000 |
| 8 | M.A. PSYCHOLOGY | 20000 | 11693 | 8307 |
| 9 | M.A. HINDI | 15000 | 14991 | 9 |
| 10 | M.A. ENGLISH | 15000 | 12789 | 2211 |
| 11 | M.A. SOCIOLOGY/STATISTICS | 15000 | 4096 | 10904 |
| 12 | GENERAL/REFERNCE | 35000 | 30451 | 4549 |
| Total | | 274000 | 167915 | 106085 |

Remarks: The Library has ensured fully utility of budget sanctioned under aided programme. However, there has been variance in the self finance programme due to closure of some programmes and excess allocation for particular programmes.

III. ACTIVITIES CONDUCTED BY THE LIBRARY

- 1) Department of Library and Information Science conducted online quiz on the occasion of 60th Goa Liberation Day on the theme "Know your Goa." On 19-12-2021 to 20-12-2021 (12.00 noon).
- Total numbers of Participants were 101, out of which 97 participants scored 40% & above, these participants received E-certificate.
 - Quiz was open for all. Students of Chowgule College, other colleges and general public. Out of 101 participants, 82 were Faculty and Students of other colleges, and 19 from Parvatibai Chowgule College who attempted the Quiz.



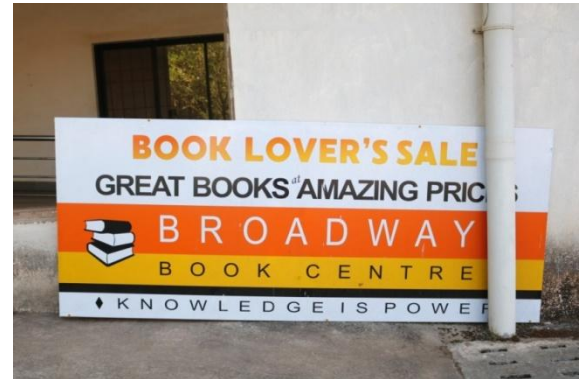
2) Goa Liberation Day Celebration

- Department of Library and Information Science organized Book Exhibition on the occasion of 60th Goa Liberation Day, on the theme “Books on Goa” from 18/12/2021 to 23/12/2021
- Mrs. Sarita Naik Tari, HOD, Department of History, visited the Exhibition along with other faculty and took initiative to communicate the Third Year B.A. student’s (History) to visit Exhibition and make a note of Sub Topics related to their Projects/ syllabus. • Total number of Participants 41, out of which 35 were students and 06 Faculty.
- Books on Goa, including Literature, History, Law and rare books on Goa were displayed in the Reading Room of the Library



3) Book Exhibitions

- The Book fair was inaugurated by Vice Principal Dr.Ananya Das, in presence of Officiating Principal Dr. Shaila R. Ghanti and Library committee members, Library staff and others.
- Book Exhibition was participated by following Distributors: 1) Navkar Book Distributors, Mumbai 2) Broadway Book Centre, Panaji 3) Konkani Bhasha Mandal, Margao
- Books on various subjects were for display and sale from 10/01/2022 to 12/01/2022, from 10.00am to 4.00pm
- Total numbers of 234 books are purchased from the book fair under Library Budget.



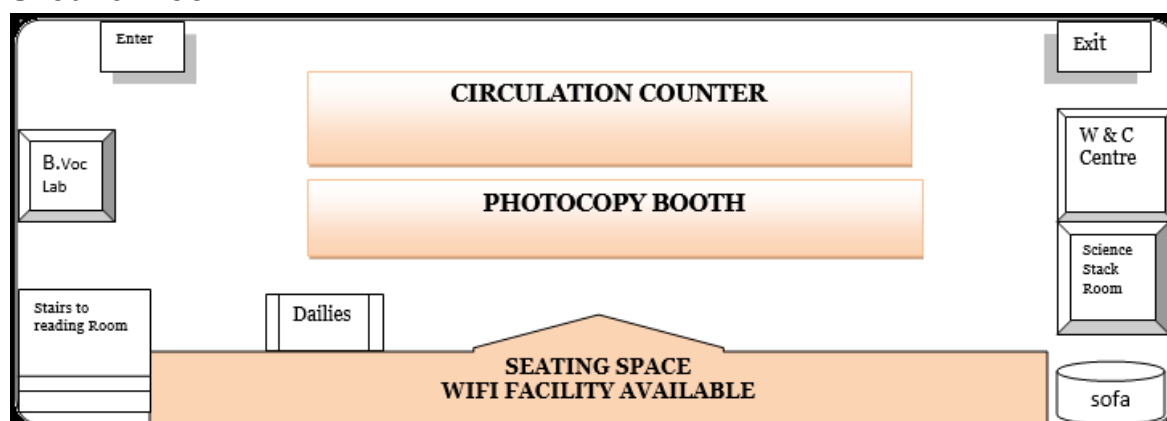
IV Library Staff & Lay out

Library staff:

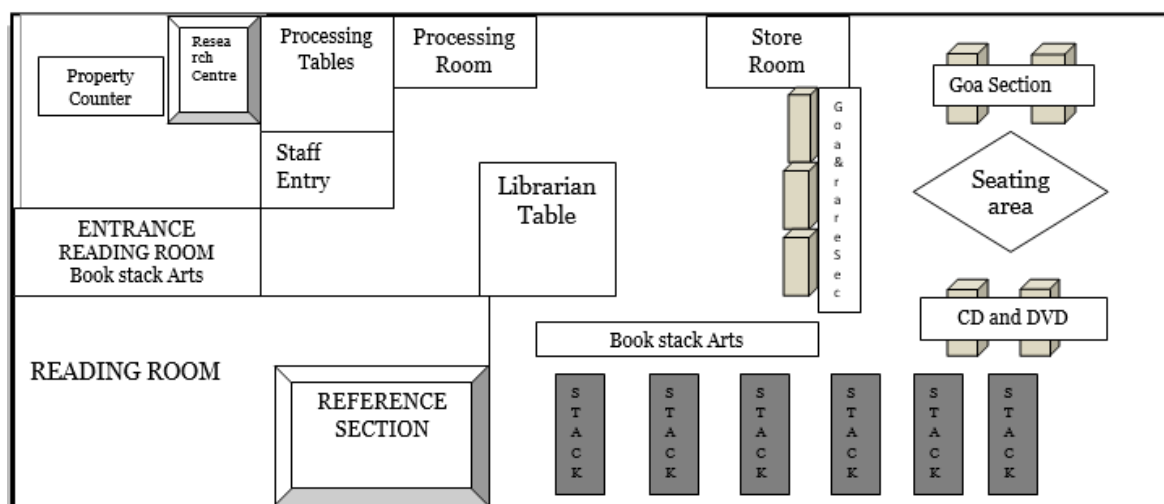
| Sr. No. | Name | Designation |
|---------|-----------------|-------------------|
| 1 | Poonam M. Joshi | Librarian |
| 2 | Aditi Y. Malik | Librarian Grade I |
| 3 | Vishnu Kavlekar | Lab. Attendant |
| 4 | Mohandas Naik | Library Attendant |

Library Layout:

Ground Floor:



First Floor:



V Library Foot falls:

| STUDENTS 2021-2022 | | TEACHING & NON TEACHING STAFF 2021-2022 | |
|---------------------------|----------------------------|--|------------------------|
| Month | Student Visited | Month | Faculty visited |
| September | 13 | September | 12 |
| October | 388 | October | 61 |
| November | 781 | November | 144 |
| December | 900 | December | 106 |
| January | 139 | January | 72 |
| February | 47 | February | 78 |
| March | 1137 | March | 110 |
| April | 1154 | April | 86 |
| May | 857 | May | 58 |

Post Covid Opening of the campus for the students witnessed steady increase in the footfall. Highest number of visits of students + faculty was witnessed during the month of November, December 2021 in odd semester and in the month of March & April 2022 in the even semester.

VI Library Statistics:

| <u>PRINTED RESOURCES:</u> | |
|-------------------------------------|--------------------------------|
| TOTAL NO. OF BOOKS | 48995 |
| JOURNALS/MAGAZINES | 33 |
| NEWSPAPERS | 04 |
| NO. OF DISSERTATIONS | 554 |
| NO. OF BOUND VOLUMES | 3227 |
| RARE COLLECTION | 573 |
| <u>ELECTRONIC RESOURCES:</u> | |
| E-BOOKS | 13 subscribed + 195809 (NLIST) |
| E-JOURNALS | 6293 |
| CD/DVDs | 576 |
| SHODHGANGA THESIS | 347609 |
| N-LIST DATABASE | YES |

I. Observations:

1. In the previous Library report for the year 2020-2021 it was observed that the system was collapsed. For the academic year 2021-2022 most of the system has been recovered.
2. To monitor the footfalls in the Library, Electronic machine to be installed at the entrance of the Library.
3. CCTV cameras to be installed in the reading room.
4. Additional Staff for effective functioning of the library.

Professor Nandkumar Sawant

Poonam M. Joshi

Convener, Library Committee

Librarian

2021-2022

II. Minutes of the meetings of the Committee

During the academic year, the library committee had three Meetings. The agenda for the meetings were as follows

- 1. First meeting 27 10 2021. Agenda was to discuss about library up gradation, library budget and other issues related to library functioning.**
- 2. Second meeting 04 02 2022. Agenda was for technological up gradation of library, mid budget evaluation and suggestion and recommendation by the UGC team.**
- 3. Third Meeting 30 06 2022. Agenda was to review the functioning of the library and address issues related to library.**



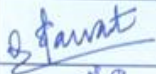
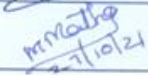




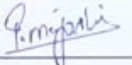
The main focus of the committee was:

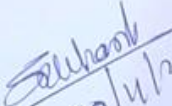
- a) To ensure that the Library website is updated.
- b) Library resources are available.
- c) Utilization of Library budget by all the Departments.
- d) Increasing Library footfalls.

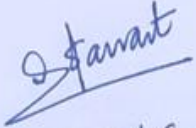
MINUTES OF THE MEETING (1)

| Library Committee Meeting | | No: 01 Date: 27/10/2021 Time: 11.15 a.m-12.15 p.m Venue: Library | |
|---|--------------------------------|--|-----------------------|
| Conducted by Professor Nandkumar N. Sawant | | | |
| Attendees: 1. Prof. Sangeeta Sankhalkar 2. Dr. Supriya N Prabhu Khorjuvenkar 3. Mr. Mahesh P. Matha 4. Padmini Panjikar 5. Sonia Fernandes Da Costa 6. Librarian- Poonam Joshi 7. Aditi Y. Malik | | Absentees 1. Alka Gawas (with intimation) | |
| Sr.No | Topic | Status/ Discussion | Decision/Action taken |
| 1. | Discussion done in the meeting | <p>The Convener of the committee welcomed all the members and also introduced newly appointed Librarian and Librarian Grade I.</p> <p>Following issues were discussed in the Library Committee-</p> <ol style="list-style-type: none">1. Library Budget allotted for the academic year (2021-2022) Rs. 6.50000/- (out of fee collection Rs. 3.50000/- self finance 300000)2. CCTV installations in the Circulation Section.3. Structural Changes in the library.4. Open access library system to be implemented.5. Library policies rules and regulations of the Library should be displayed.6. Allocating cubicles to the research scholars7. Allotment of library work to the N.S.S students to complete their N.S.S hours. Also for the students willing to do internship in library. | |

| | | | |
|--|--------------------|---|--|
| | | <ol style="list-style-type: none"> 8. Collaboration with Xavier College to develop archives collection. 9. Books which are shifted to vasco should be used to improve archives collection 10. Starting up of Readers club | |
| | Action Plan | <p>The action plan prepared by the committee members is as follows:-</p> <ol style="list-style-type: none"> 1. All the research Projects, Research work by faculty and students, Dissertations, of should be on D-Space Institutional repository software. 2. To develop Goa Section in the Library. 3. Conduct book exhibition on the theme: Goan Collection on 18 December 2021 and 25 January 2021 on theme Indian Freedom struggle. 4. To organise Exhibition by the end of February for book Requisition. <p>Suggestion</p> <ol style="list-style-type: none"> 1. Formation of readers club 2. To encourage reading habits among U.G and P.G students it is suggested to Collaborate library with Hindi Department under Parvatibai Vachan Mandir | |


| LIBRARY COMMITTEE MEETING | | | |
|---------------------------|--------------------------------|--------------------|--|
| ATTENDANCE SHEET | | | |
| 27-10-2021 | | | |
| Sr No. | Name | Designation | Signature |
| 1 | Audric D' MELLO | Asst. Prof. |  |
| 2 | Dr. Supriya N Prabhu Khoyanaki | Asst. Prof. |  |
| 3 | Nandkumar Sawant | Prof. |  |
| 4 | Maheesh P. Mathe | Asst. Prof. |  |
| 5 | Deepak Kumbhar | Asst. Prof. |  |
| 6 | Sarita Sawant | Assoc. Prof. |  |
| 7 | Sinia da Costa | Asst. Prof. |  |
| 8 | Aditi J. Malik | Coord. I Librarian |  |
| 9 | Poonam Mo Joshi | Librarian |  |
| | | | |
| | | | |
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| | | | |
| | | | |
| | | | |
| | | | |
| | | | |


28/11/2021



CN N Sawant
27/10/2021

MINUTES OF THE MEETING (2)


Minutes of Library Committee Meeting



Welcome To



CHOWGULE TIGERS



Parvatibai Chowgule College of Arts and Science

| | |
|-----------------------------|-------------|
| PARVATIBAI CHOWGULE COLLEGE | Margao, Goa |
|-----------------------------|-------------|

Minutes of the Library Committee Meeting
(Mid-Year Committee review meeting 2021-22)

| | | |
|-------------------------|--|------------------------|
| Date: <u>04.02.2022</u> | Time Start: 09.50 a.m. End: 11.15 a.m. | Venue: Conference Room |
|-------------------------|--|------------------------|


| Meeting Attended by | Absent for the meeting | Meeting held By |
|--|---|---|
| <ul style="list-style-type: none">• Prof. Nandkumar Sawant• Dr. Ananya Das• Ms. Poonam M. Joshi• Mr. Deepak Kumbhar• Mr. Mahesh P. Matha• Dr. Supriya N. Prabhu Khorjuvenkar• Ms. Alka Gawas• Dr. Sonia Da Costa• Smt. Sarita Naik Tari• Ms. Siddhilaxmi Naik | <ul style="list-style-type: none">• Mr. Audrick D'Mello (with intimation) | <p>Prof. Nandkumar Sawant (Convener)</p> <p>Presence</p> <ul style="list-style-type: none">• Dr. Ananya Das Principal In charge |

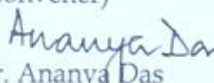
A. AGENDA OF MEETING


| |
|---|
| <ol style="list-style-type: none">1. Budget and Utilization and Proposal of ideas.2. Improvements in the Library during Academic year 2021-22.3. Record of footfalls4. UGC Recommendations and follow up.5. Use of software for increasing Library efficiency.6. Report of Library Visit,7. AOB |
|---|

| AGENDA | DISCUSSION | REMARKS |
|--|---|---|
| 1. Budget and Utilization and Proposal of ideas. | -Aided Budget Allocated 2.34 Lakhs. Spent 1.16 Lakhs Balance 1.12 As on 04/02/2022 -Self finance Budget allocated 2.74Lakhs Spent 1.80lakhs Balance 1.65 lakhs. | -Department of Computer science and Mathematics to be sent reminder. -Reallocation for Departments who want to procure more books. -Miscellaneous Head Balance to be spent before 01/03/2022. -Reallocation of Self finance for purchasing Books and Library up gradation. |
| 2. Improvements in the Library during Academic year 2021-22. | -Library record on website updated to 44463, previously 43310. -Stock Verification in process. -Registration of faculty to NLIST programme under INFLIBNET. -Organized Library Activities to encourage and create awareness on Library Resources (Book Exhibitions, Online Quiz and Book Fair). -Recruitment of staff. -Restricted open access. -Book Exhibition on National days every year. | -OIT is supposed to submit an updated faculty list to library for access to E-resources. -Library D-Space is to be updated where Research Papers, Thesis, previous years Question Papers, abstract from TY students' projects and List of Project CD's and DVD's are to be made available. Exam Cell has to submit the previous year's question papers. -Library D-Space is to be updated where Research Papers, Thesis, previous years Question Papers, abstract from TY students' projects and List of Project CD's and DVD's are to be made available. Exam Cell has to submit the previous year's question papers |
| 3. Record of footfalls | -Week wise and Month wise record maintain on Register as well as system. | -Suggested to go digital using Barcode scanner or Biometric. -To be purchased. |

| | | |
|--|---|---|
| 4.UGC Recommendations and follow up. | <ul style="list-style-type: none"> -Verbally intimated by Dr. Shaila Ghanti (Offg. Principal) -To make Library Open Access. -Space Provision in Book Stack room. -Maintain Accession Register. | <ul style="list-style-type: none"> -Report prepared and Discussed with Offg. Principal -Decision Awaited. -Principal In charge Dr. <u>Anaya Das</u> suggested to get quotation for shifting Book stack from ground to first floor. -Stack room separation to make space (Recommended making two Stack room based on the Discipline Arts and Science). |
| 5.Use of software for increasing Library efficiency. | <ul style="list-style-type: none"> - Proposal by DHE to shift College database to new software "KOHA". -Computer Required for OPAC search for the Patron. -Computer required for Library staff. -Plagiarism software provided by INFLIBNET. | <ul style="list-style-type: none"> -Budget to be put up to Principal in charge for further action. -To write to INFLIBNET to provide this facility. |
| 6.Report of Library Visit | <ul style="list-style-type: none"> - Government College, Virnoda, Pernem (visit date: 14/01/2022) -DMCs College and Research Centre Library, Mapusa (15/01/2022) | <ul style="list-style-type: none"> -A proper format to be followed to Benchmark Libraries within Goa that have graduation in Arts and Science. |
| 7.AOB | <ul style="list-style-type: none"> -Special section on 'Goa' to showcase uniqueness of the Library. -Audio -Visual Space. | <ul style="list-style-type: none"> -Dr. Sonia DCosta and Sarita Mayenkar/Tari to oversee and prepare a proposal. -Principal in charge to visit the Library and look at the feasibility plan for the same. |


Prof. Nandkumar Sawant
(Convener)


Dr. Ananya Das
Principal In charge


Poonam M. Joshi
(Librarian)

Parvatibai Chowgule College

Library Meeting (Held on 4th February 2022)
Conveyed by Prof. N.N. Sawant & Agenda presented by Librarian

| Sr. No. | Name | Signature |
|---------|------------------------------------|------------------------------|
| 1 | Prof Nandkumar N Sawant | <u>Sawant</u> |
| 2 | Poonam M. Joshi | <u>P. Joshi</u> |
| 3 | Deepak Kumbhar | <u>Deepak</u> |
| 4 | Mahesh P. Matha | <u>M. Matha</u> 04/02/22 |
| 5 | Dr. Supriya N. Prabhu Khorjivankar | <u>S. Prabhu</u> 04/02/22 |
| 6 | Alka Gawas | <u>Alka</u> |
| 7 | Dr. Sonia Da Costa | <u>Sonia</u> |
| 8 | Sarita S. Nishtar | <u>Sarita</u> 04/02/22 |
| 9 | Ananya Dan | <u>Ananya</u> 04/02/2022 |
| 10 | Siddhikxmi Naik | <u>S. Naik</u> 04/02/2022 |
| 11 | | |
| 12 | | |

LIBRARY COLLEGE SECTION

BUDGET 2021-2022

| SR. NO. | BUDGET | AMOUNT |
|--------------|---------------------------------|-----------------|
| 1 | OUT OF FEE COLLECTION FOR BOOKS | 2,35,000 |
| 2 | JOURNALS | 38,000 |
| 3 | MAGZINES | 15,000 |
| 4 | NEWSPAPERS | 2,000 |
| 5 | BOOK BINDING | 35,000 |
| 6 | E-BOOKS | 15,000 |
| 7 | LIBRARY OPERATIONAL EXPENDITURE | 10,000 |
| TOTAL | | 3,50,000 |

Selvam

Oft PRINCIPAL

Cc.:

- 1) Accounts
- 2) Library

LIBRARY COLLEGE SECTION
DEPARTMENT WISE ALLOTMENT OF BUDGET FOR
THE YEAR 2021-2022

BUDGET FOR BOOKS

| SR.NO. | DEPARTMENT | AMOUNT |
|--------------|-------------------|---------------|
| 1 | BOTANY | 10000 |
| 2 | CHEMISTRY | 13000 |
| 3 | COMPUTER SCIENCE | 13000 |
| 4 | ECONOMICS | 10000 |
| 5 | ENGLISH | 10000 |
| 6 | FRENCH | 12000 |
| 7 | GEOGRAPHY | 13000 |
| 8 | GEOLOGY | 10000 |
| 9 | HINDI | 8000 |
| 10 | HISTORY | 10000 |
| 11 | KONKANI | 10000 |
| 12 | MARATHI | 8000 |
| 13 | MATHEMATICS | 12000 |
| 14 | PHILOSOPHY | 12000 |
| 15 | PHYSICS | 13000 |
| 16 | PSYCHOLOGY | 12000 |
| 17 | SOCIOLOGY | 13000 |
| 18 | SPORTS | 8000 |
| 19 | ZOOLOGY | 13000 |
| 20 | GENERAL/REFERENCE | 25000 |
| TOTAL | | 235000 |



OFFG. PRINCIPAL

LIBRARY SELF FINANCE

BUDGET 2021-2022

| SR. NO. | BUDGET | AMOUNT |
|----------------|---------------|---------------|
| 1 | SELF FINANCE | 274000 |
| 2 | JOURNALS | 8000 |
| 3 | MAGZINES | 18000 |
| TOTAL | | 300000 |

Selva

OFFG. PRINCIPAL

Cc.:

- 1) Accounts
- 2) Library

LIBRARY SELF FINANCE

DEPARTMENT WISE ALLOTMENT OF BUDGET FOR THE YEAR
2021-2022

BUDGET FOR BOOKS

| SR.NO. | DEPARTMENT | AMOUNT |
|--------------|--|---------------|
| 1 | M.Sc. IT | 13000 |
| 2 | M.A. GEOGRAPHY/GEONFORMATICS/GIS/B.Sc | 32000 |
| 3 | BIOTECHNOLOGY | 32000 |
| 4 | BIOCHEMISTRY | 32000 |
| 5 | CHEMISTRY (ANALYTICAL) | 15000 |
| 6 | M.A. ECONOMICS | 15000 |
| 7 | B.VOC | 35000 |
| 8 | M.A. PSYCHOLOGY | 20000 |
| 9 | M.A. HINDI | 15000 |
| 10 | M.A. ENGLISH | 15000 |
| 11 | M.A. SOCIOLOGY/STATISTICS | 15000 |
| 12 | GENERAL/REFERNCE | 35000 |
| TOTAL | | 274000 |


OFFG. PRINCIPAL

**SUMMARY OF THE BOOKS PURCHASED, COST OF THE BOOKS DURING THE
YEAR 2021 – 22**

| | |
|---|---------------|
| A. Number of books of previous year – (2020 - 21) | 48530 |
| B. Purchased during the year – (2021 – 22) | 465 |
| C. Total No. of the Books in Used | 48995 |
| D. Value of the Total Books | Rs. 49,19,431 |
| E. Number of the Books Withdrawn | - |
| F. Value of the Books Withdrawn | - |
| G. Balance of the Books at the End of the year | 48995 |
| H. Value of the Books in Stock, after Accounting for the above provisions. | Rs. 49,19,431 |

Selvakani

OFFG.PRINCIPAL

Pimpali

LIBRARIAN

| | |
|---|------------------|
| Parvathi Childrens College of Arts and Sciences (Autonomous) | |
| iw Date | 11/6/22 |
| iw Number | 374 |
| Principal | <i>Selvakani</i> |
| Vice-Principal | 13/6/2022 |
| Head Clerk/OS | |
| Action By:- | <i>Sivarenu</i> |



Parvatibai Chowgule College of Arts and Science

Autonomous

Accredited by NAAC with Grade 'A' (CGPA Score 3.41 on a 4 Point Scale)

Best affiliated College-Goa University Silver Jubilee Year Award

INSTITUTIONAL LIBRARY BENCH MARKING

To the Sant Sohirobanath Ambiye Government College,

Virnoda, Pernem (visit date: 14/01/2022).

&

Dnyanprassarak Mandal's College and Research Centre Library,

Assagao, Mapusa (visit Date 15/01/2022)

Objective:

To assess the level of satisfaction of the library infrastructure, and suggests appropriate measures for making library services more effective and efficient.

About College:

Sant Sohirobanath Ambiye Government College, Virnoda



Sant Sohirobanath Ambiye Government College, Virnoda was established in the academic year 1993-94. The college is managed by the Government of Goa and offers degree courses in B.A., B.Com. M.Com and M.A. (Marathi).

The college also has research centre in Commerce offering Ph.D. degree in the subject of Commerce. The college is affiliated to Goa University and recognized by the UGC. The college is Accredited by NAAC with a CGPA of 2.74 out of 4.00 in 2015.

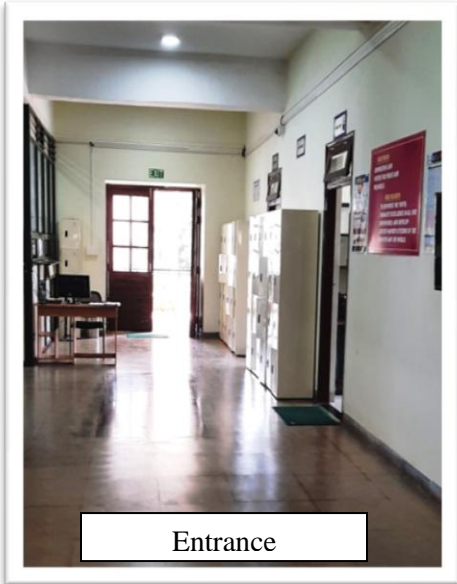
About Library:

- Sant Sohirobanath Ambiyé Government College, Virnoda, Pernem, is recently been shifted to new premises. The Library building is situated on the right side of the college building. Library has a collection of 18,000 printed books. Apart from it, the college subscribes to Journals/Magazines/Periodicals.
- The Library has ground and first floor. On the ground floor, there is Circulation Counter, Book stacks, Newspapers, Journals/Magazines, Visitors seating place, reference seating area, Seating area for staff, office of the Librarian, Assistant Librarian, Technical Processing Room, Group study cubic, drinking water facility and photocopy facility.
- New Arrival and Library Notice Board.
- And on the first floor, there is E-Library, Reference Scholar Section, Conference Room, Meeting Room, and a Reading Hall.

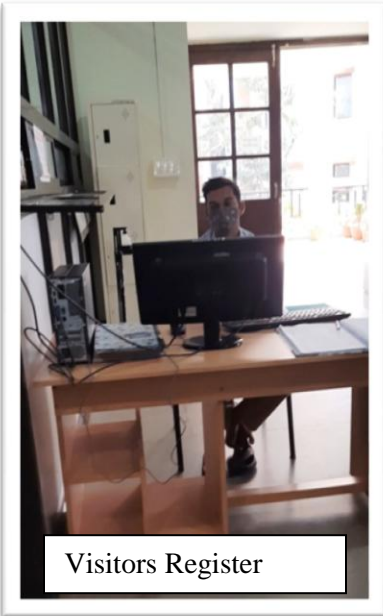
Observation:

- Library Footfalls are taken, by scanning the ID Cards on the Barcode Reader, placed at the Entrance and software is designed by the college. In cases when Internet is not working or no power supply, a register is used.
- The Library is Open Access, having a Library Automation software, namely, E-Granthalaya 4.0 which is cloud based.
- Books are issued on Library Borrowers card, in case of power failure, no Internet connectivity, Book Issue Register is maintained. There are two counters, exclusively for Return and Issue.
- All the Stacks are named subject wise, and call number is given to each book on spine of the book. Projects/Theses of Students are shelved separately in the same section.
- Also, some books are organized by famous Authors in the respective field.
Eg. Abdul Kalam Collection. All books on him, and written by him are arranged separately in the stacks.
- There is a separate collection kept especially for Faculty, in the Seating Area for Teachers.
- E-Library has 8 working computers, and students/faculty can use this section to browse the E-Resources of the Library.
- Research Scholar section has Computers, and reference collection.
- Conference Room has Projector, with seating space for 20 people.
- All the documents and register for every section is maintained.
- NSS students are given labelling and Shelving tasks to complete the hours.

Photo Gallery:



Entrance



Visitors Register



Seating Area for staff



Book Stacks



Library View



New Arrivals Board

About College:



Dnyanprassarak Manda's College and Research Centre, Assagao, Mapusa is one of the oldest and prestigious colleges in Goa and right from its foundation in 1974. The college offers diverse courses Undergraduate –B.A., B.Com, B.Sc., B.C.A.& B.B.A.

Post-Graduate level M.Sc.& M.Com. It has to its credit two Research Centres in Commerce and Chemistry which provide facilities to enroll for Ph.D. degree apart from consultancy services. The college is affiliated to Goa University and recognized by the UGC. The college is Accredited by NAAC.

About Library:

- Dnyanprassarak Mandal's College and Research Centre Library, Assagao, Mapusa, is situated on the right side of the college building. Library has a collection of 36,530 printed books. Apart from it, the college subscribes to Journals/Magazines/Periodicals (Print & Online).
- Library is situated on the First floor, and all the sections are on this floor.
- New Arrival and Library Notice Board & Job Opportunities board are placed at the entrance.
- There is a spacious reference section having a seating capacity of 100 students at a time.
- In the reference section they have a separate Discussion Room for the use of Students and Faculties.

- Latest additions to the library are displayed on the New Arrival Board.

Observation:

- The Library is Closed Access having Library Automation software, namely, New Genlib (Old Version).
- Books are issued on Library Borrowers card, in case of power failure, no Internet connectivity, Book Issue Register is maintained.
- All the Stacks are named subject wise, and call number is given to each book on spine of the book. Projects/Theses of Students are shelved separately in the same section.
- Since the Library has closed access, all the cupboards in the Reference Section are locked for safety reasons.
- Books donated by Management, Books under UGC Plan are organized separately.
- Library Footfalls are taken, on software, designed by IT Expert undertaken by College. (Faculty/Students ID is already installed in the system, when entering to library ID can be typed on System and entry is initiated. So also during time out same process is to be followed).
- There is a separate seating arrangement for Faculty.
- Digital Library has 4 working computers, and students/faculty can use this section to browse the E-Resources of the Library. Only for students there are minimum charges to browse content other than Library Resources. Faculty can use it for free.
- Book Bank system is followed based on selected criteria by the College Library.
- In all the sections Registers are maintained to prepare a monthly report.
 - To motivate the students to make the efficient use of the library sources and services, the 'Best Library User Award' is given every ye

Photo Gallery:



Visitors Register



Reading Hall



Reference Section



Special Collection



Digital Library



Closed access system

Recommendation:

- Library Footfalls can be automated for easy Entry/Exit.
- Different Sections can be marked as per availability of space.
- Create a space for Digital Library for browsing E-Resources.
- Seating Area for Faculty & Students.
- Make an individual space for Reference section and Reading Room.
- Library Software can be updated based on different modules.
- Counter on Library Website (Number of views on Library Website).
- Two separate counter for Issue and Return to ease the Circulation.
- Computer near circulation for OPAC (Online Search of Library material).
- User Orientation programme for fresher's on Library Services and use.

| | Parvatibai Chowgule College of Arts & Science | Sant Sohirobanath Ambiye Government College, Virnoda, Pernem | Dnyanprassarak Manda'Is College and Research Centre, Assagao, Mapusa | Remarks |
|-------------------------------|---|---|--|---------|
| Student Strength | 1155 | 720 | 1900 | |
| Faculty Strength | 236 | 40 | 84 | |
| Library Space/ Sections | 5 sections | More than 5 sections | More than 5 sections | |
| Library Staff | 4 | 4 | 6 | |
| No. of Books | 48530 | 31100 | 40315 | |
| No. of Journals | 33 | 35 | 34 | |
| E Books | 13 +195809 NLIST | NLIST | 76,87,394 | |
| Rare Books | Yes | Author wise collection | Other collection | |
| Website | Yes | Yes | Yes | |
| Software | In House | E Granthalaya 4.0 | New Gen Lib | |
| Training Program | - | - | - | - |
| Others | - | - | - | - |