

# CENTRAL LIBRARY : AT A GLANCE

## [A] INTRODUCTION:

- **NAME OF THE LIBRARY:** VIDYASAGAR UNIVERSITY LIBRARY
- **AREA OF LIBRARY BUILDING:** 23 THOUSAND sq. ft. (app.)
- **NO. OF FLOORS:** 4 (four)
- **GROUND FLOOR:** - Area: 11000 sq. ft.(app.)
  - **Units:** *Acquisition; Periodicals; Technical Processing; Reprography; Newspaper & Magazine; OPAC Search Terminals; Reading Hall; Loose Journal Section; Career Infn. Library & Ph.D Theses; Catalogue Cabinets.*
- **FIRST FLOOR:** - Area: 4000 sq. ft. (app.)
  - **Units:** *Stack Room I; Library Server Room; Deputy Librarian's Chamber; Centre for Digital Resource Services; Information Scientist's Chamber.*
- **SECOND FLOOR:** - Area: 4000 sq. ft.
  - **Units:** *Stack Room II; Circulation Desk; Assistant Librarian's Room*
- **THIRD FLOOR:** - Area: 4000 sq. ft.
  - **Units:** *Stack Room III; Seminar Room; Old Newspaper Section*
- **READING AREA:** - Main Reading Room: 1200 ft<sup>2</sup>
  - Periodical Section: 600 ft<sup>2</sup>
  - Career Information Library: 600 ft<sup>2</sup>
- **SEATING CAPACITY:** - 130
  - Main Reading Room: 86
  - Periodical Section: 24
  - Career Information Library: 20
  - Newspaper & Wi-Fi enabled Zone : 30

- **TYPE OF ACCESS:** *Partially Closed Access*
- **LIBRARY HOURS:**  
*Reading Room: 10-00 AM to 7-30 PM [from Monday to Sunday]*  
*: 10.00 AM to 5.30 PM [Saturday & Sunday]*  
*Circulation Section: 10-00 AM to 5-30 PM [from Monday to Friday]*

**[B] LIBRARY STAFF:**

- **Total strength:** 19
- **Deputy Librarian – 01**
- **Assistant Librarian – 01(vacant)**
- **Information Scientist – 01**
- **Superintendent Library Service – 01**
- **Assistant Librarian (Gr. I) – 01**
- **Assistant Librarian (Gr. II) – 04**
- **Non-technical Staff – 06**
- **Contractual Technical staff – 03**
- **Contractual Non-Technical Staff - 01**

**[C] BORROWERS:**

- **NO. OF POST GRADUATE DEPTS:** 28
- **REGISTERED STUDENT MEMBERS:** 3141
- **OTHER LIBRARY MEMBERS:**
  - **Teaching Staff:** 160
  - **Non-teaching Staff:** 122
  - **Officer:** 19
  - **Research Scholars:** 37 (*stipendiary*)
  - **Research Scholars:** 05 (*non-stipendiary*)
  - **Others (Ex-students, other members):** 74

**[D] BORROWING FACILITIES:**

- **P.G. STUDENTS:** *3 books for 10 days*
- **TEACHING STAFF:** *20 books for one academic year*
- **CONTRACT FACULTY:** *15 books for one academic year*
- **NON TEACHING STAFF:** *4 books for 90 days*
- **OFFICERS:** *12 books for 90 days*
- **RESEARCH SCHOLARS (stipendiary):** *5 books for 90 days*
- **RESEARCH SCHOLARS (non-stipendiary):** *2 books for 90 days*
- **CONTRACTUAL NON TEACHING:** *2 books for 90 days*
- **OTHERS:** *Reading, Reference, Xerox & Internet facilities are available*

**[E] LIBRARY COLLECTIONS:**[up to 31.9.2014]

- **BOOKS:** *106335*
- **BOOKS (UNDER RESEARCH PROJECTS):** *4105*
- **CURRENT PERIODICALS :** *119*
- **BOUND PERIODICALS:** *3408*
- **DAILY NEWSPAPERS:** *09*
- **MAGAZINES OF GENERAL INTEREST:** *20*
- **BOOKS ON DONATION:** *2285*
- **THESES:** *412*
- **DATABASES (in CDs):** *50*
- **CD-ROMS:** *1644*
- **REPORTS:** *229*
- **E-BOOKS:** *439*
- **Career Guidance Books.:** *1034*
- **E-JOURNALS (under UGC Infonet consortium):** *7000+*

**[F] LIBRARY GRANTS [FOR BOOKS AND JOURNALS]:**  
**[11 TH PLAN PERIOD]**

- **UGC GRANT [2007-08 to 2011-12]:** *Rs.80.0 lakhs [during XI-th plan period][Books added: 11899]*
  - **2007-08:** *Rs.13,00,000/- [Books added: 2577]*
  - **2008-09:** *Rs.37,75,000/- [Books added: 5148]*
  - **2009-10:** *Rs.31,25,000/- [Books added: 4478; E-books: 68]*
  - **2010-11:** *Nil*
  - **2011-12:** *Rs.1,11,000/- [Books added: 414]*

**STATE GOVT. GRANT [2007-08 to 2011-12]:** *Rs.79,22,377/- [Books added: 10528]*

- **2007-08:** *Rs.23,64,840/- [Books added:3186]*
- **2008-09:** *Rs.20,50,250/- [Books added: 2627]*
- **2009-10:** *Nil*
- **2010-11:** *Rs.53,57,537/- [Books added: 5070; E-books: 75]*
- **2011-12:** *Rs.66,59,053/- [Books added: 5466; E-books: 132]*

**[F] LIBRARY GRANTS [FOR COMPUTERIZATION]:**  
**[11 TH PLAN PERIOD]**

- **From UGC (Under XI-th plan General Development Assistance):** *Rs.50.0 lakh*
- **From UGC (Under Additional Development Grant) :**  
*Rs.10.0 lakh*
- **From State Govt.:** *Rs.5.0 lakh*
- **UGC Merged Scheme:** *Rs.1.8 lakh*
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**[G] LIBRARY GRANTS [12 TH PLAN PERIOD]**

- **UGC GRANT [2012-13]:** *Rs.71,80,000/- [Books added: 7072]*
- **STATE GOVT. GRANT [2012-13]:** *Rs.7,50,000/- [E-books: 164]*  
**[2014-15]:** *Rs. 25,00,000/- [purchase has been started and 318 nos. of books are accessioned so far]*

#### **[H] LIBRARY BOOK PROCESSING:**

- **CLASSIFICATION SCHEME FOLLOWED:** *Dewey Decimal Classification [DDC] Scheme (21<sup>st</sup> Ed)*
- **CATALOGUING RULES FOLLOWED:** *Anglo American Cataloguing Rules (2<sup>nd</sup> edition) [AACR2]*
- **SUBJECT HEADING LIST FOLLOWED:** *Library of Congress List of Subject Heading (20<sup>th</sup> ed.) [LCSH]*
- **ARRANGEMENT OF CATALOGUE CARDS:** *Alphabetical [according to Author, Title and Subject]*
- **ARRANGEMENT OF BOOKS ON SHELVES:** *Classified sequence [according to subject]*

#### **[I] LIBRARY SERVICES:**

- *Circulation Service*
- *Reference and Consultation Service*
- *Information Service*
- *Reprography Service*
- *Online Public Access Catalogue (OPAC) Service*
- *Institutional Membership Service*
- *Consultancy Service*
- *E-resources Service*
- *Internet (with Wi-Fi facilities), E-mail & Printing Service*

#### **[J] LIBRARY CIRCULATION:**

- **AVERAGE NO. OF BOOKS ISSUED :**
  - **2008-09:** *15057*
  - **2009-10:** *16920*

- **2010-11: 15064**
- **2011-12: 15994**
- **2012-13: 21302**
- **2013-14 : 24224**
- **AVERAGE NO. OF INTERNET USERS (per year): 2400 (app.)**
- **NO. OF INSTITUTIONS HAVING INSTITUTIONAL MEMBERSHIP: Twelve(12)**
- **FACILITIES OFFERED TO THE INSTITUTIONAL MEMBERS:**
  - *Borrowing facility*
  - *Reading and Reference facility*
  - *Reprography facility*
  - *Internet searching facility*

**Software used for library automation: SOUL**

**Membership with other Networks: INFLIBNET**

**E-journal participation: Member of UGC INFONET Digital Library consortium**

**Database used for digital repository service: Dspace**

**Digitized Collection Type:**

- *Old Question Papers*
- *Departmental Journals*
- *Administrative Records*
- *Convocation Addresses*
- *Multimedia Repositories*

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**THANK YOU**



# CENTRAL LIBRARY

AT A GLANCE



**CENTRAL LIBRARY  
VIDYASAGAR UNIVERSITY  
MIDNAPORE - 721102**





