Vidya Prasarak Mandal's
DR. GHALI COLLEGE, GADHINGLAJ
Affiliated to Shivaji University

M. N. KOLHAPURE
LEARNING REOURCE CENTER (LRC)

HANDBOOK 2022-23

LIBRARY

Vidya Prasarak Mandal's
DR. GHALI COLLEGE, GADHINGLAJ
Affiliated to Shivaji University

M. N. KOLHAPUR LEARNING RESOURCE CENTRE

- **Library OPAC** **:-** http://192.168.1.165:8080/newgenlibctxt/
- **E-Journals** :- **https://nlist.inflibnet.ac.in**
- **Library Blog** :- drghalicollegelibrary.blogspot.in
- **Free E- Books** :- http://www.pdfdrive.net/
- **NSDL Resources** :- https://ndl.iitkgp.ac.in/
- **E- Thesis** :- https://shodhganga.inflibnet.ac.in/
- **e-PG Pathshala** :- https://epgp.inflibnet.ac.in/

DR. GHALI COLLEGE, GADHINGLAJ

M. N. KOLHAPUR LEARNING RESOURCE CENTRE

INTRODUCTION:

Our College library play important role in educational process of the institution. Library is valuable resources for students, staff, researchers etc. Library is considered as a storehouse of knowledge. A well-organized library is essential for teaching and learning process, especially when the emphasis is shifted from classroom teaching to learning centered process. The library service enriches the quality of the learning process.

INFRASTRUCTURE FACILITIES:

The library is housed in a first floor of Dr. Ghali College building specially planned for the purpose. It is designed to provide comfortable reading accommodation in abundant light, fresh air and serene atmosphere. It has adequately equipped furniture. The area of the library is about **65.35**sq. meters. Our college library has **40050 books** and subscribes **30 periodicals** and **08 newspapers**. Library is fully computerized and users (teachers & students) get the information on computer terminals about books and periodicals.

The College has facilities of e-resources of INFLIBNET-N-LIST. Through these facility **6769+ e-journals & 185809+ e-books** are available to stakeholders

The library followed **D.D.C. Scheme** for classification and **AACR II**. system for cataloguing.

AIMS OF THE LIBRARY

1. To develop collection of reading resources useful for various courses.
2. To provide various library services and facilities to the readers.
3. To support research activity for its progress and qualitative development.
4. To preserve and conserve the collection of reading material in the library.
5. To support parent institution for developing quality of learning and teaching.
6. To Provide Books for Various job-related examinations to the students.
7. To Provide reading culture among the student, faculty and the Society.

BEST PRACTICES OF THE LIBRARY

1. Assistance to poor and deserving students**.**
2. Value Added services to differently abled students
3. User Orientation & Information Literacy to student.
4. Career /Employment Information.
5. Suggestion Box and timely response.
6. Displaying new arrivals list.
7. Organizing book exhibition.
8. Reading motivation day (15thOctomber) celebration in the memory of Late Ex .President of India Dr. A. P .J. Abdul Kalam.

LIBRARY STAFF

Sr. No.	Name of Faculty	Designation	Qualification
1	**Mr. Savekar Rajendra Sakharam**	Librarian	M.Sc.,M. Lib.& I. Sc., M .Ed, NET, SET.
2	**Mr. Pawar Popat Kalu**	Library Clerk	B.A.
3	**Mr. Gavali Raju Babu**	Library Attendant	B.A.
4	**Mr. Rane Suresh Baburao**	Library Attendant	S.S.C.
5	**Mr. Kutakole Subhash Laxman**	Library Attendant	B.Sc.

WORKING HOURS

Library Time - 7.30 am. To 5.30 pm. (Monday to Saturday)

The circulation counter remains closed on all Sunday's and National holidays. The reading hall and Periodicals section remain closed on selected national holidays. The library is proud of having many rare collections of encyclopedia's, dictionaries in various languages, research articles, thesis, dissertations of our staff and authors in the **Gadhinglaj** area.

STOCK VERIFICATION:

Stock verification is done every year to take a review of the circulation of books and prepare a list of missing books. The physical verification of all holdings of the library is done annually with help of staff members and library staff. Stock verification is carried out with the help of separate sheets containing accession numbers in consecutive order.

LIBRARY COMMITTEE:

Every year the college constitutes Library Committee for its smooth functioning of its activities. The main objective of library committee are to decide and adopt policies to govern the management and programs of the library, to prepare the annual budget, rules and regulations of the library. The committee also looks into students grievances, if any. The committee consists of Principal as a Chairman, Librarian as a Secretary and senior faculty members of each department of college.

THE LIBRARY COMMITTEE FOR THE ACADEMIC YEAR 2022-2023

Sr.No.	Name of Faculty	Designation
1.	Principal Dr. Mangalkumar R.Patil	Chairman
2.	Librarian Shri. Savekar R.S.	Secretary
3.	Dr. Masal N.B.	Member
4.	Dr. Masti S.A.	Member
5.	Smt. Arabole S.A.	Member
6.	Dr. Waghmare D.N.	Member
7.	Dr. Patil K.N.	Member
8.	Dr. Pujari M.D.	Member
9.	Smt. Chavan S.S.	Member

LIBRARY SERVICES

1. Library provides following services to its users:

- Separate Notice Boards for displaying information about Entrance examinations, Competitive Examinations, Campus Interviews, etc.
- Reference services
- E-Resources under N-LIST facility of INFLIBNET (Ahmedabad ,Gujrat)
- Newspaper Clipping services
- Current Awareness Services
- Open Access Services
- E-mail Services
- Providing previous University Examination question papers to the students and the faculty.

2. The library provides following computerized services:

- Cataloguing and accessioning through software.
- Online circulation service of books with barcoding facility.
- Online books search facility through OPAC (in Campus through LAN)
- Online books search facility through Web-OPAC
- Online books issue/return facility through NEW GEN LIB software
- Report generation through NGL Software.
- Status and name of books / borrower.
- Statistics. Annual reports, stock Checking etc.
- Smart card service (Identity -card and Library borrow card together)
- Q. R. code service for searching books available in Library.

3. Support facilities available in the library

- Library Automation Software with Online Public Access Catalogue
- INFLIBNET facility.
- Nine computers.
- Broadband Internet facility for students and staff.
- Reprographic facility (in College Office) - One.
- News Paper Reading Section
- Separate Section for Research work and Research publication**.**
- Free access to the students in the library

4. Library Extension Work

We are conducting 1 year bachelor degree course in Library & Information Science (B.Lib.&I.Sc.) affiliated to Yashvantrao Chavan Maharashtra Open University, Nashik .It is recognized by UGC, New Delhi.
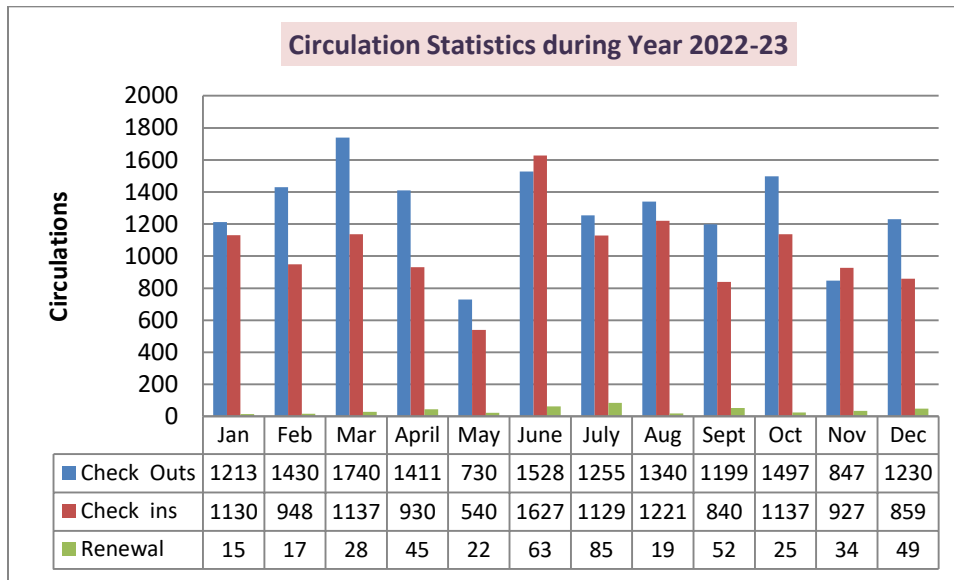
DR. GHALI COLLEGE, GADHINGLAJ.

M.N. KOLHAPURE LEARNING RESOURCE CENTRE
RESOURCES AT A GLANCE - (31 March 2023)

Sr. No.	Particular	Quantity	Total Amount (in Rs.)
1	**Total Books**	**40050**	**45,38,611.00**
	a. Text Books	24995	22,49,246.00
	b. Reference Books	15455	22,89,365.00
	Total Titles (Texts)	12832	
	Total Title(references)	14280	
	Total Titles (texts + references)	27112	
2	Periodicals	30	43,594.00
	a. Journals	14	
	b. Magazines	16	
3	a) M. Phil. Dissertations	38	
	b)B.B.A.M.Com. & B .Lib. Projects	567	
4	Total CD's	67	
5	News Papers	12	17,890.00
6	Total No.of Readers	2794	
7	Online E- Journals	6,769+	5,900.00
8	Online E-Books	1,95,809+	
Total Expenditure			**46,05,995.00**

CIRCULATION STATISTICS DURING YEAR 2022-23

Month	Check Outs	Check ins	Renewal	Total
Jan	1213	1130	15	2358
Feb	1430	948	17	2395
Mar	1740	1137	28	2905
April	1411	930	45	2386
May	730	540	22	1292
June	1528	1627	63	3218
July	1255	1129	85	2469
Aug	1340	1221	19	2580
Sept	1199	840	52	2091
Oct	1497	1137	25	2659
Nov	847	927	34	1808
Dec	1230	859	49	2138
Total	15420	12425	454	28299

Circulation Statistics during Year 2022-23

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Check Outs	1213	1430	1740	1411	730	1528	1255	1340	1199	1497	847	1230
Check ins	1130	948	1137	930	540	1627	1129	1221	840	1137	927	859
Renewal	15	17	28	45	22	63	85	19	52	25	34	49

ONLINE PUBLIC ACCESS CATALOGUE USAGE 2022-23

Sr. No.	Month	Total Hints
1	Jun	347
2	July	253
3	Aug	415
4	Sept	420
5	Oct	537
6	Nov	428
7	Dec	399
8	Jan	447
9	Feb	589
10	March	530
11	April	330
12	May	256
Total		4951

Online Public Access Catalogue Usage 2022-23

Total Hints	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Total Hints	347	253	415	420	537	428	399	447	589	530	330	256
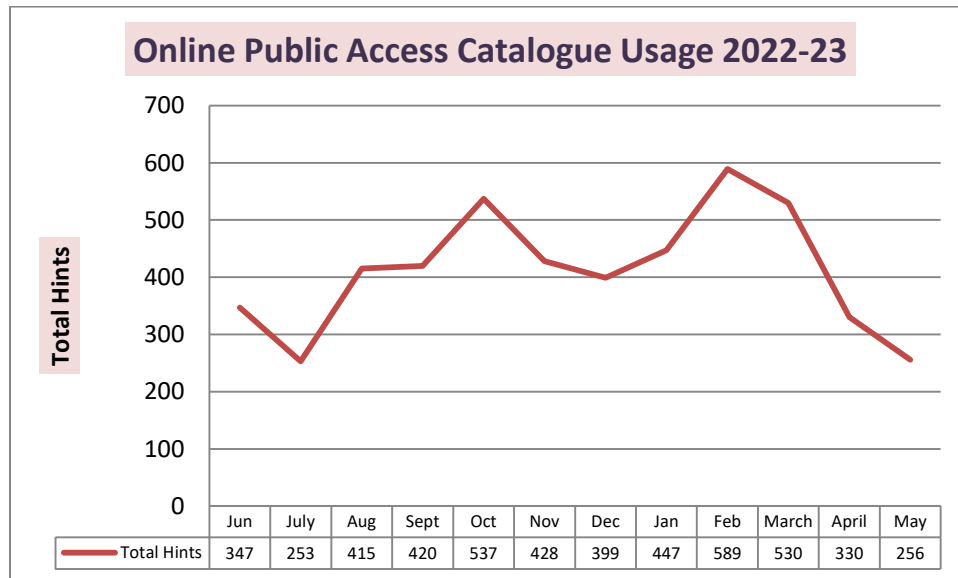
FUTURE PROPOSALS:

1. We propose to start RFID system in library for better circulation services which will help to promote the dissemination of information more effectively.

2. We propose to start Master Degree Programme in library information science (M.Lib.&Sc.)

CONTACT :

Mr. Rajendra S.Savekar,

Librarian,

M.N. Kolhapure Learning Resource Center,

Dr.Ghali College, Gadhinglaj,

D-Kolhapur.(Maharashtra)

Pin-416502.

Ph-02327-222119

Mob.- 09403452999.

E-mail-   drghalicollegelibrary@gmail.com.