

Library Report 2011-2012

Library modernization -

- The UGC Network Resource Center (UGC-NRC) has been started in the library. It comprises of 5 Computers with Internet connection and one HP Laserjet Network Printer, Scanner and a Fax machine for the use by students and teachers. Students use this UGC-NRC to get information for their project work in various subjects.
- In the library reading area, four new Wi-Fi routers have been added to the previous two for internet accessibility from anywhere in the library. The Wi-Fi facility has encouraged teachers and students who bring their laptops to have free and seamless access to internet.
- The computers, scanner, printer and photocopy machine in library has been made available for use by teachers to prepare for their teaching. The library staff extends help to them in using these instruments whenever required.
- The CCTV cameras proved very useful to keep watch on any anomalies within the library and a DVR is keeping record of the CCTV.
- Online Public Access Catalogue (OPAC) which is accessible anywhere on LAN through internet explorer was heavily used throughout the year. OPAC is searchable by author, title, class number, accession number, publisher, keyword and year of publication. Through this OPAC, the books can also be searched if any word within the title is known. The book search results also display the status of the book whether it is available or issued. The OPAC is also accessible on computers of UGC Network Resource Center.

Stock of Library-

The Library's Collection is the greatest asset of the college and highly used for teaching-learning process and to support the academic and research work of students and faculty members.

During the academic year 2011-2012, 907 new books costing Rs.2,59,853 have been added to the existing collection of 58,810 gross total numbers of books. These include books for Degree College, BMS, M.Com, BAF, Junior College, MCVC and the book-bank on various subjects. The newly arrived books are promptly displayed in the book showcases near the library entrance and very often issued by students. Also, 82 CDs have been added to the previous collection of CDs in the library.

The library subscribes to 94 journals and magazines (86 national & 8 international), out of which 5 journals have been subscribed to from the current academic year. The library has also subscribed to the institutional membership of British Council Library, American Centre Library, Indian Commerce Association and Maharashtra Economic Development Council.

Use of E-journals -

E-journals database, a facility provided by NMIMS University library is extensively used by many students and teachers. The details of these e-journals database have been provided through printed handouts to all teachers and students. These details were also e-mailed to them, so that they can use it directly by clicking on the URLs of these databases. Apart from the subscribed databases- EBSCO, PROQUEST, EMERALD, etc. the details of the free online e-journals databases like ICAST, DOAJ and Indian Journals are also provided to the students and teachers. The printed handouts are also kept at the counter, from where any student or teacher can collect it. We have also made these handouts available to a teachers from Mithibai College, our sister institution. The details of these databases accessible through intranet as well as internet have been kept in a file with all the desktops of the UGC Network Resource Center computers to make them easily accessible by anybody using them.

Services to students and teachers -

Every day, more than 500 students visit the library for various purposes like using reading room, issuing books, reading journals, accessing question papers of previous exams, for project related references, asking for e-journals and how to use them, etc. On an average, 250 books are issued per day to the students and 250-odd students use the reading room of library per day for self study.

With the mission to not leave any student's referencing need unattended, the library provides necessary assistance to the students for receiving information or documents of their choice, by helping them searching appropriate material for their project work on various subjects or topics. The reference material including books, journal articles, magazine articles, newspaper clippings, e-journals, internet articles, etc. is provided to students and the teachers throughout the year to help in updating them on the developments in various topics of their subjects. For effective reference service, the library provides subject bibliographies and index of the articles published in the journals subscribed by the library.

Booklets of copies of latest syllabi and question papers of previous exams in all subjects and courses are made available to the teachers and students as and when they required them.

The library prepares and circulates lists of books on personality development, eminent people's biographies, investments, etc based on student's suggestions and feedback. These books are displayed prominently for students so that they can select and immediately issue the books.

Book-Bank Scheme -

Through the book-bank scheme, 93 books were issued to 18 students from the Students' Aid Fund.

Services to Ex-students -

- During this year, certified copies of syllabi were issued to 2 students going abroad for further studies.
- During this year, 163 ex-students made good use of the comfortable and centrally air-conditioned reading room of the library for their CA and CS examination studies.

Library Committee -

Regular meetings of the Library Committee are held to assess the functioning of the library and invite suggestions for improvements in library services. The new journals suggested by the committee members have been subscribed to by the library.

Achievements of the Library Staff –

- Librarian Mrs. Vaishali Dawar has undertaken a Minor Research Project on 'Children's Libraries in Mumbai: A study suggesting a plan for Development of Children's Libraries'.
- Librarian Mrs. Vaishali Dawar attended a two-day National Conference on 'Beyond Librarianship: Creativity, Innovation and Discovery' conducted jointly by BOSLA (Bombay Science Librarians' Association) and CDAC at CDAC, Juhu, Mumbai. She also presented a paper titled 'Trends in Reference Services with Marketing and Public Relations Tools - a practical approach in present environment' in this conference.
- Librarian Mrs. Vaishali Dawar was appointed as a subject expert at interviews for appointment of librarians at Tolani College of Commerce - Andheri, St. Joseph College of Arts & Commerce – Virar and Pravin Gandhi College of Law - Vile Parle. She was the Vice-Chancellor's nominee as subject expert at Dnyan Vikas Sanstha's College of Commerce, Koparkairne, Navi Mumbai.
- Mrs. Vaishali Dawar, Librarian and Mrs. Jagruti Mewada, Junior Clerk attended a ten-day training program on Library Automation (Web Centric LibSys7) organized by SVKM's NMIMS University Library from 25th April to 5th May 2011.
- Mrs. Sarika Patil has enrolled for one year Bachelor of Library Science course conducted by YCMOU.