Report on: Jangipur College Central Library

(For the Academic Session 2018-2019, 2019-2020, 2020-2021, 2021-2022 and 2022-2023)

Prepared by
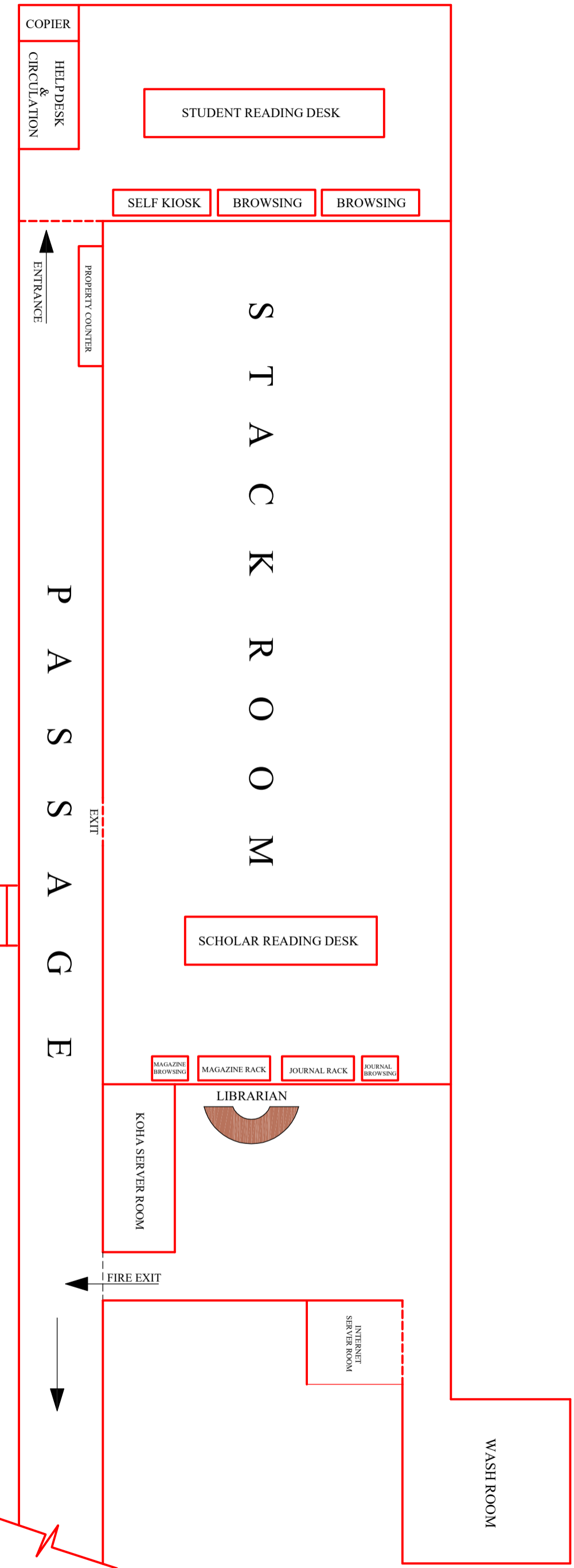
Mr. Hedayat Hossain

Librarian

Jangipur College, Murshidabad, West Bengal

JANGIPUR COLLEGE

JANGIPUR, MURSHIDABAD

JANGIPUR COLLEGE CENTRAL LIBRARY

COPIER

HELPDESK & CIRCULATION

STUDENT READING DESK

SELF KIOSK | BROWSING | BROWSING

ENTRANCE

PROPERTY COUNTER

S T A C K   R O O M

P A S S A G E

EXIT

SCHOLAR READING DESK

MAGAZINE BROWSING | MAGAZINE RACK | JOURNAL RACK | JOURNAL BROWSING

LIBRARIAN

KOHA SERVER ROOM

FIRE EXIT

INTERNET SERVER ROOM

WASH ROOM

Introduction:

College library always remains as the heart of any academic institution with its rich collection and dedicated services to its potential users including students, faculties and non-teaching staff.

Jangipur College was established in 1950 and it was first affiliated to Calcutta University, the college came under the university Kalyani in 1999. With the budding of the college its library also started serving its target users.

The Jangipur College Central library is a buildup area having 4477 square Feet. with open access facilities consisting of stack, journal section, technical section, reading room with seating capacity of sixty (60) student at a time. The library can boast of its good collection on as many as 16 subjects like Bengali, English, Sanskrit, History, Political Science, Philosophy, Economics, Education, Physical Education, Geography, Commerce, Physics, Chemistry, Mathematics, Botany and Zoology and Arabic. The activities mainly consisting of issue & returns i.e. circulation and technical processing section. All sections of the library are fully computerized. It has fully automated with KOHA software (version 3.14). Utilizing RUSA 2.0 fund, upgradation has been done and this includes UHF RIFD Smart Cards. UHF Integrated Reader/Staff Station, ILMS upgradation and customization, D-Repository software, e-learning Module LMS, MOPAC, KRC website etc.
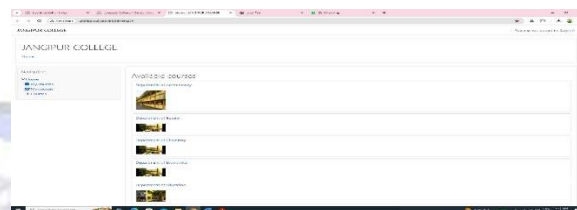
Jangipur College Module LMS

4564 number of books have been purchased utilizing RUSA 2.0 fund under the auspices of IQAC accounting to Rs.21,35,036.00.
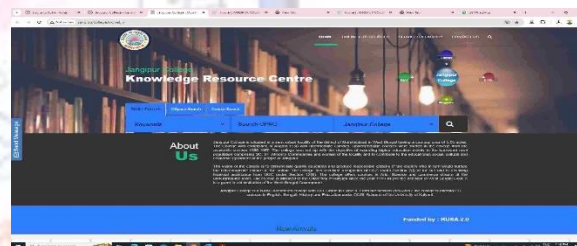
Jangipur College Knowledge Resource Centre

The library presently has 24494 books, 23 well-reputed journals and magazines. There is an INFLIBNET facility as well 05 desktops are dedicated to browsing and surfing the internet. There are 05 more computer used for infrastructural purpose. There are two printers and 01 photocopier. The Institution subscribes to e-journals, and e-sodhsindhu as available through N-LIST. The average footfall in the library including teachers and students is 20 per day (2022-2023).

Library Users have access to library OPAC-Online Public Access Catalogue (Available through Intranet-https://jangipurcollege-opac.kohacloud.in/.

Students, Teachers and Staff can access internet facility from computer as well as their mobile handset with Wi-Fi connectivity available at library. The library subscribes twenty-three (23) print journals on different subjects mentioned above. For the career guidance of the students' library also purchase India Today, Protiyogita Darpan, Frontline, Desh, etc. Two English & 04 Bengali daily Newspapers also subscribed by the library for the academic community of the College. Library also subscribes N-LIST for the e-books & e-journals and users can access through remote log in.

Library Features:

Cloud based fully automated library (WEB-OPAC). (MOPAC: Application for Mobile user).

Open Access for the teachers and students.

Internet connectivity with client machine

Wi-Fi enabled inside the library for access the open educational resources for the students.

RFID enabled circulation systems with anti-theft gate.

Fully CCTV coverage inside and outside of the library.

Free xerox facility (10 pages for student per month. 20 pages for faculty member per month over that limit it chargeable with minimum cost).

Purified Drinking water facility.

Aims And Objectives:

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1. To select, acquire, organize and utilize reading materials for the purpose of information dissemination, relevant to the aims and objectives of the college.

2. To provide services to users for effective utilization of library resources.

3. To encourage reading habits particularly of the student community and to make them aware of the
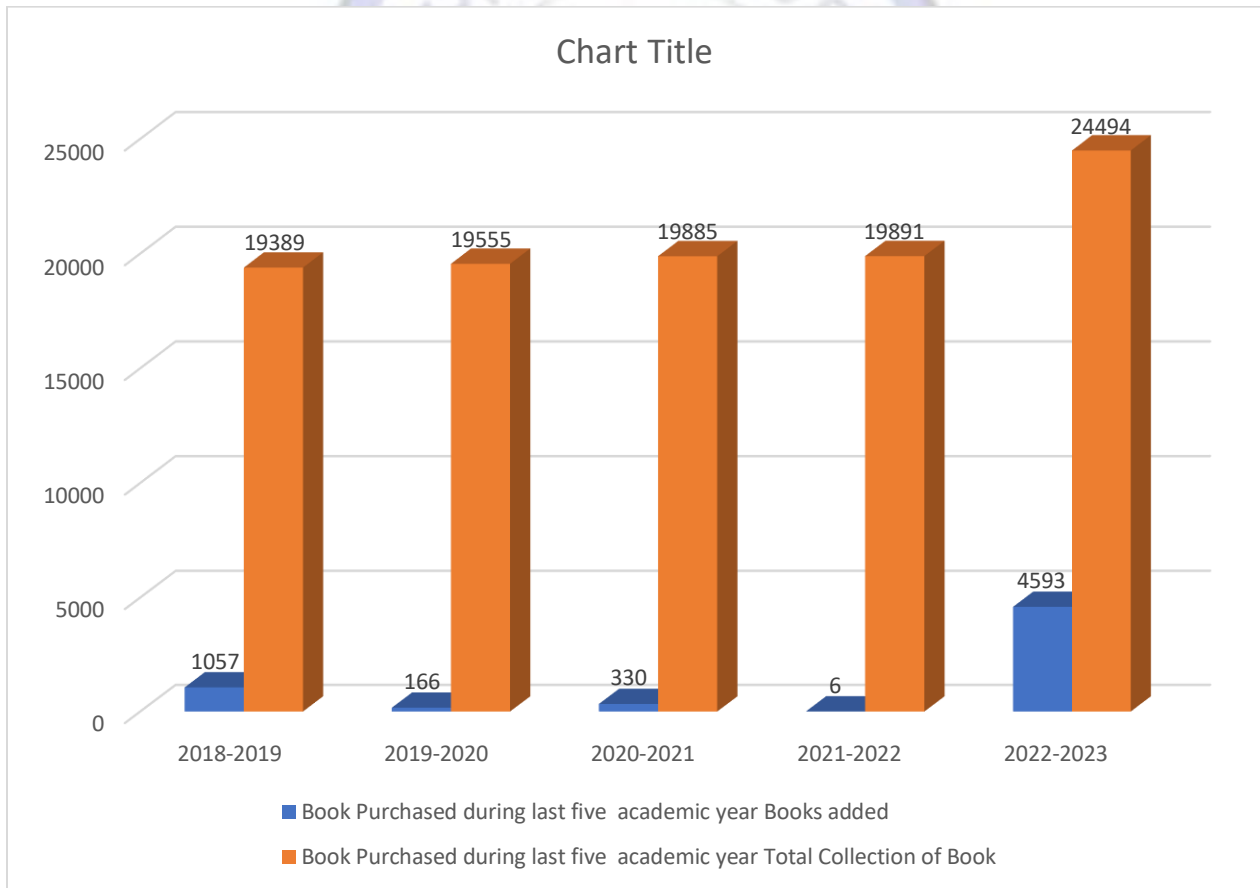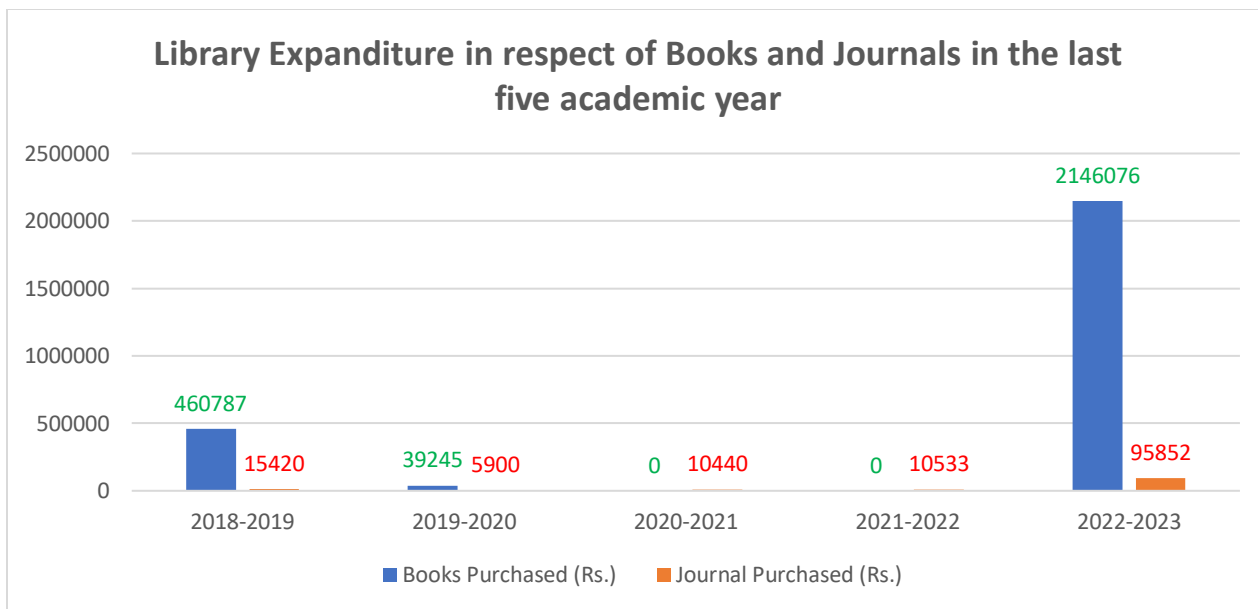
importance of Library in career building.

COLLECTIONS:

4. To provide nascent thought of the subject to the teaching community to upgrade themselves and help them to teach.

1. Books (Text & Reference): 24,494 (Till the Date)

2. Journals (printed): 23

3. Career Guidance:02

4. Magazine: 02

5. On-line Subscription: INFLIBNET N-LIST

6. Newspapers: 06

7. Data base: **Koha Version: (22.05.04.000)**

Chart Title

Year	Book Purchased during last five academic year Books added	Book Purchased during last five academic year Total Collection of Book
2018-2019	1057	19389
2019-2020	166	19555
2020-2021	330	19885
2021-2022	6	19891
2022-2023	4593	24494

- Book Purchased during last five academic year Books added
- Book Purchased during last five academic year Total Collection of Book

Library Expanditure in respect of Books and Journals in the last five academic year

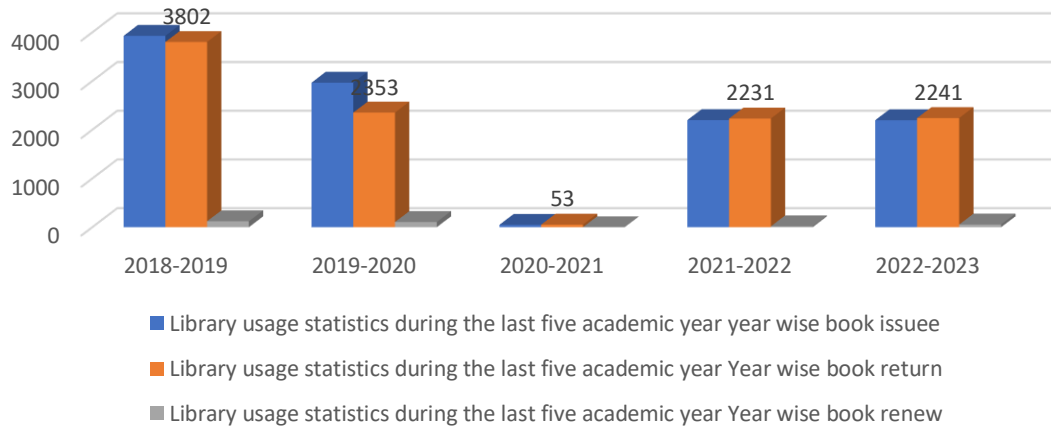| Year	Books Purchased (Rs.)	Journal Purchased (Rs.)
2018-2019	460787	15420
2019-2020	39245	5900
2020-2021	0	10440
2021-2022	0	10533
2022-2023	2146076	95852

BOOKS ARRANGEMENTS:

Jangipur College library arrange the books according to the systematic structure of a library classification scheme. Class No is assigned according to the 19th edition of DDC (Dewey Decimal Classification). It is popularly used classification scheme for library community throughout the world. The call number consists of the Dewey notation (DDC 19th ed.) for its class, accompanied by a book number. The call number provides a unique identifying code that is used as an address of a document on the shelf.
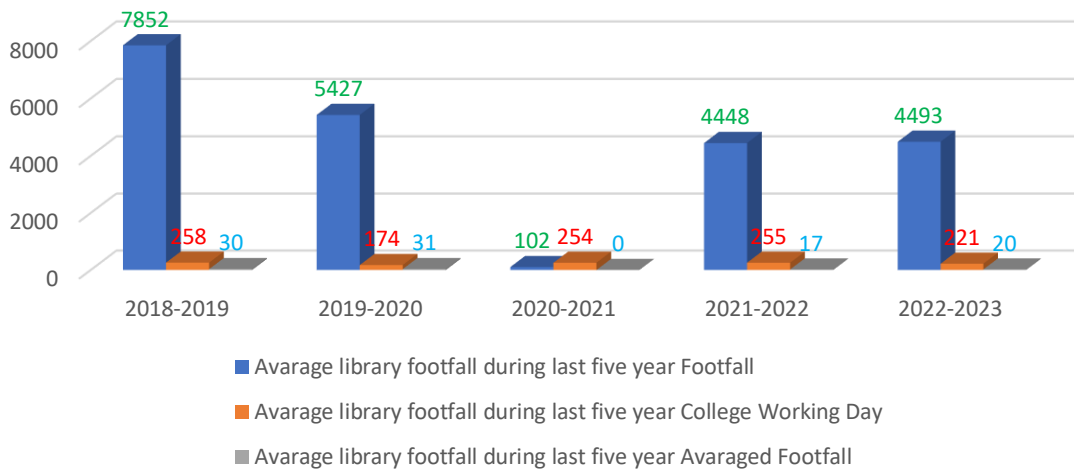
Borrow of Books:

The below Table shows category of users and number of books they can borrow at a time:

Sl. No.	Category of Users	Maximum No of Books lent out
1	Teachers	20
2	SACT	06
4	Guest Lecturer	04
5	NTS	03
6	Hons Students	03
7	Pass Students	02

Library usage statistics during last five academic year

Chart data (Library usage statistics):
- 2018-2019: 3802 (book issue)
- 2019-2020: 853
- 2020-2021: 53
- 2021-2022: 2231
- 2022-2023: 2241

Legend:
- ■ Library usage statistics during the last five academic year year wise book issuee
- ■ Library usage statistics during the last five academic year Year wise book return
- ■ Library usage statistics during the last five academic year Year wise book renew

Avarage library footfall during last five year

Chart data (Average library footfall):
- 2018-2019: 7852 / 258 / 30
- 2019-2020: 5427 / 174 / 31
- 2020-2021: 102 / 254 / 0
- 2021-2022: 4448 / 255 / 17
- 2022-2023: 4493 / 221 / 20

Legend:
- ■ Avarage library footfall during last five year Footfall
- ■ Avarage library footfall during last five year College Working Day
- ■ Avarage library footfall during last five year Avaraged Footfall

RULES OF THE COLLEGE LIBRARY

GENERAL
LIBRARY RULES & REGULATIONS

Silence is to be observed in the library at all times. All hand phones must be kept in **silent mode**.
Smoking, and the consumption of foods and drinks are **not permitted** in the Library.

1. Only registered members are allowed to use the library. Members should always bring their membership ID cards while using the library. Readers should maintain strict silence inside the library.

2. Borrowers must satisfy themselves with the physical condition of the book before borrowing.

3. 3 Books for Hons and 2 Books for Pass students are issued for one month.

4. Reference books, journals & magazines are not issued at all.

5. Students can reserve the books at the circulation counter in case there are already issued.

6. Library can recall any issued book even before due date.

7. In case, loss of library cards, duplicate will be issued on payment of Rs. 50.00 per card.

8. If any book is damaged/loss, the same will be replaced by the membership concerned.

9. Students must return the books within specified date; otherwise, their cards are suspended for two weeks.

10. Uses of mobile phones are not allowed inside the library.

11. Teachers must renew their issued books once in a year that is in the month of March.

LIBRARY HOURS:

Monday to Saturday-10.00 AM to 5.00 PM

Sunday-Closed

LIBRARIANS and SUPPORT STAFF:

Name	Designation	Qualification	E-mail & Mobile no.
Mr. Hedayat Hossain	Librarian	B. Com., MLISc.	hedayathossain@gmail.com +91-8250435860
Jawahar Lal Singha	Library Peon	Higher Secondary	Jlsingha000@gmail.com +91-7029997073
Soumya Chakraborty	Library Peon (Casual)	Higher Secondary	chakrabortysoumya181@gmail.com +91-9434482313

Smt. Banashree Ghosh	Library Supporting Staff	B.Sc.(Hons), BLISc. (persuing)	Banashreeghosh7676@gmail.com +917407343252
Smt. Surabhi Das	Library Supporting Staff	B.Sc. (Hons), BLISc.	Surabhidas000@gmail.com +91-8617559279

MEMBERSHIP:

All students, faculty members & employees of the college are eligible for membership of the library.

LIBRARY SERVICES:
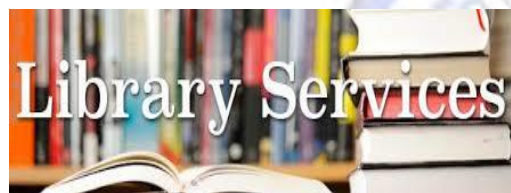
Reference Service

Information Service

Literature Search

Internet Facilities

New Arrival Display

Content services (Current Journals) through email

Current Awareness Service

Selective Dissemination of Information

Remote Access

Newspaper Clipping

Reprography Services

Career Counselling Service

Rare Book collection Record

Download Facility of Syllabus & Old question paper

FUTURE PLAN:

To Design and Developing Digital Library with DSpace Digital Library Software. (Process in ongoing)

To digitize rare book collections of the library

To purchase the E-books to extent the library service to the library user.

To extend library services to local community

To linkage with adjacent school and public library of Jangipur town to provide library services.

To collect all the books available on Murshidabad.

To run value added course on library and information science on regular basis

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Signature of the Teacher-in-Charge

Teacher-in-charge
Jangipur College

Signature of the IQAC Co-Ordinator

Co-ordinator / Member
IQAC
Jangipur College
Jangipur, Murshidabad

Signature of the Librarian

Librarian
Jangipur College