

**Bapuraoji Butle Arts, Narayanrao Bhat Commerce
and Bapusaheb Patil Science College, Digras,
Dist.-Yavatmal Maharashtra**



**Department of Library &
Information Science
(2016-2021)**

Library Staff Profile:

1. Mr. Vijay Shrikrushnarao Pachgade

Designation: Librarian

Qualification: B.A., MLISc., PGDLAN, SET, Ph.D. (Reg.)

Experience: 6 Years

Contact No. 07234-222022, (Ext. 25), 7588084658

Email: vijaypachgade@gmail.com



2. Mr. Manohar Sukhdevrao Bhagat

Designation: Library Attendant

Qualification: B.A. MLISc.

Experience: 18

Contact No. : 9028235184

Email: bhagatmanohar14@gmail.com

3. Mr. Sushil Devidasrao Kolhe

Designation: Library Attendant

Qualification: B.A.

Experience: 17

Contact No. : 9423265919

Email: --

4. Mr. Gopal Motiramji Khekale

Designation: Library Attendant

Qualification: B.A.

Experience: 12

Contact No. : 9404850613

Email:--

5. Mr. Dilip Rajaram Ghodke

Designation: Library Attendant

Qualification: B.A.

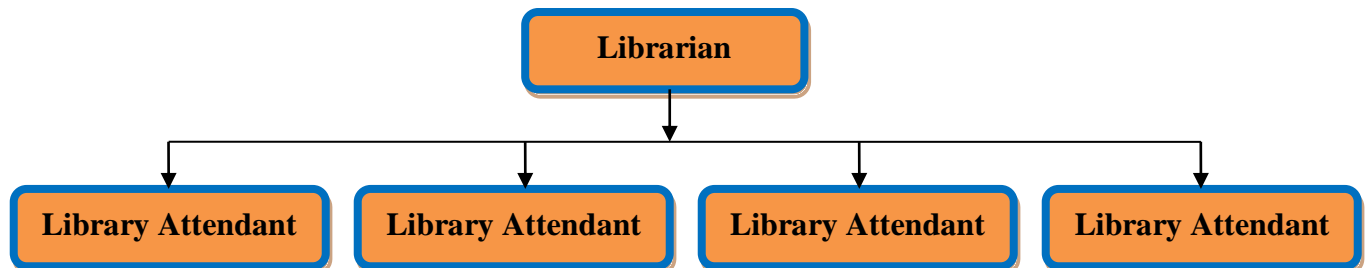
Experience: 29

Contact No. : 8378082542

Library Advisory Committee:

Prof. V. L. Khalatkat	Principal	President
Mr. V. S. Pachgade	Librarian	Secretary
Dr. M. M. Dhore	HOD, Botany	Member
Dr. R. R. Wankhade	HOD, Chemistry	Member
Dr. V. K. Jadhao	HOD, Physics	Member
Dr. R. M. Kadam	Director, Phy. Edu.	Member
Dr. Mrs. A. A. Patil	Assitt. Prof. Marathi	Member
Mr. S. P. Badwaik	HOD, Commerce	Member
Mr. R. N. Kothari	Junior College	Member
Mr. P. M. Dive	Junior MVSC	Member

Organizational Structure/Hierarchy:



Sections of Library:

1. Acquisition Section
2. Technical Processing Section
3. Circulation Section
4. Reference Section
5. E-Resource Section
6. Periodical Section
7. Maintenance Section

8. Stacking Section
9. Reading Section

Library Rules:

Whereas it is expedient the rules in respect of smoothness in running the library activities for extending effective library services to the needy users. The advisory committee is hereby pleased to make the following rules:

These rules shall come in to force w. e. f. the date of its approval by the library advisory committee.

1. All students must make use of the library facility to enrich their academic excellence.
2. Students are allowed to the library only on production of their authorized college ID cards.
3. No personal belongings and textbook allowed inside the library.
4. Enter your name and sign in the entrance register kept at the entrance while using the library.
5. Strict silence to be maintained and no group study allowed inside the library.
6. Using mobile phones is strictly prohibited in the library premises.
7. Books should be handled with care. Marking on the books, tearing papers etc are most objectionable and may lead to initiation of stringent disciplinary action on the member.
8. Issuance of library books is limited to two books for PG students and one book for UG students.
9. Return of books are mandatory before the due date mentioned in the due date slip attached to the book. A fine of Rs. 1/- per day will be charged for overdue books.
10. Borrowed books are non-transferable and a borrower shall remain responsible for material issued to him/her until it is returned.
11. Reference books, journals and magazines are only for consultation within the library and are not to be taken out of the library premises.
12. The librarian may recall any book from any member at any time and the member shall return the same immediately.

13. Users should obey the library rules and regulations. Violation of rules and any act of misbehavior to the library staff will lead to strong disciplinary action.

Library Services:

- Lending Service
- Reference Service
- Referral Service
- Inter library Loan Service
- Current Awareness Service
- Periodical Service
- Internet Service
- OPAC Service
- Remote Access of N-List

Library Sections Measurement:

Sr. No.	Area	Square Feet	Square Meter
1	Librarian Office	173	16.07
2	Issue-Return Counter with Book Shelves	331	30.75
3	Staff Reading Room	121	11.24
4	Library Acquisition Section with reading Room	396	36.78
5	Stack Room with E-resources Centre	504	46.82
6	Store Room (Xerox Room)	48	4.75
7	Reading Room for Boys	792	73.57
8	Reading Room for Girls	600	55.74
9	Library Corridor	594	55.18

Library Collection:

- Books: 27109+
- Journals: 12
- Magazines: 10
- Newspaper: 09
- Database: 01 (N-List)
- Special Collection: Competitive Examination Study Material
- Distribution of Books per Students/Per Year: 1 Book for UG per Student

2 Books for PG per Student

- Average No. of books delivered per year: 30000 Books
- Expenditure on books/ periodicals/in promotion to the budget/students: 140000/-

(Per Student Yearly Library Fee 135/-)

- Average daily distribution of books: 200
- Average students attendance in reading room per day: 110
- Total working days of library: 6 days per week
- Working hours: Librarian 40 hours per week and Attendant: 48 hours per week
- Average attendance of librarian (Days/Year): 100 %

Library Automation:

- Library is partially automated with Cloud Based ERP 3.0 LIBMAN Software

Library Users: the library has 1200+ users of UG and PG and more.

Library MoU: “*Abyasika*” MoU with Sant Gadge Baba Amravati University Knowledge Resource Centre.

Departmental Report:

A one day regional Workshop on Intellectual Property Rights: Need and Importance was jointly organized by Department of Library and Information Science and IQAC of our college in collaboration with Smt. Savitabai Uttamrao Deshmukh College Digras. Mr. P. A. Varhadpande was the resource person for this workshop. He focuses on Relevance and essential elements of IPR, importance, need and practice, what is an intellectual property, Geographical indications etc.

Name of the Activity/Programme	“Vachan Prerana Diwas”
Date of Activity	15 th Oct., 2016
Place	Library Reading Room
Organized By	Library & Information Science
Number of Students Participated	45
Number of Teachers Participated	07
Collaboration with (if any)	Nil

Name of the Activity/Programme	Workshop on IPR: Need and Importance
Date of Activity	7 th March, 2018
Place	College Auditorium
Organized By	Library & Information Science and IQAC
Number of Students Participated	21
Number of Teachers Participated	47
Collaboration with (if any)	Smt. Savitabai Uttamrao Deshmukh College, Digras

The opening programme was conducted at 10.00 a.m. in the college conference hall. The one day workshop was inaugurated by Hon'ble Dr. R.M. Kadam, Director of Physical Education, Mr. Vishal Bapte, Assistant Librarian sant Gadge Baba Amravati University, Amravati was the resource person for workshop. The main objective of the one day workshop was to make the user familiar with Modern Library available resources & searching techniques by providing hands on practice.



Name of the Activity/Programme	One Day Workshop on “Academic Libraries: Its Resources & Searching Techniques”
Date of Activity	21 st Oct., 2016
Place	College Conference Hall
Organized By	Library & Information Science
Number of Students Participated	50
Number of Teachers Participated	14
Collaboration with (if any)	Nil

Name of the Activity/Programme	National Communal Harmony Day
Date of Activity	24 th Nov, 2017
Place	Class Room No. A004
Organized By	Library & Information Science
Number of Students Participated	70
Number of Teachers Participated	08
Collaboration with (if any)	Department of Political Science

The National Foundation for Communal Harmony (NFCH) is observing the Communal Harmony Campaign and Fund Raising Week from November 19-25, 2017 and the Flag Day was celebrated today with enthusiasm and fervor. Publicity material like Flag stickers, posters, brochures, pamphlets etc. were displayed in college premises. The aim behind organizing this programme is to create love about the nation and to respect the nation and the national flag among the students.

Name of the Activity/Programme	Inaugural Function of Competitive Exam. & Study Centre
Date of Activity	21 st Aug, 2019
Place	College Conference Hall
Organized By	Library and Information Science
Number of Students Participated	127
Number of Teachers Participated	16



Inaugural Function of Competitive Examination Guidance and Study Centre which is developed in collaboration with S G B Amravati University, Knowledge Resource Centre and Dept. of Library PG students, UG students were participated in the programme. The opening programme was conducted at 10.00 a.m. in the conference hall. The Function was inaugurated by

Hon'ble Dr. Tejsingh Jagdale, Director of Physical Education, NCC Officer of Nabira College, Katol, Dist. Nagpur. Prof. P. V. Gawande gave the introductory speech stating the purpose behind organizing the programme and also highlighted the present status of Competitive Examination Guidance and Study Centre in terms of services.

Name of the Activity/Programme	Single Used Plastic Ban & Cloth Bags Distribution
Date of Activity	16 th Jan., 2020
Place	College Conference Hall
Organized By	Library & Information Science
Number of Students Participated	160
Number of Teachers Participated	14
Collaboration with (if any)	IQAC & Department of Chemistry



As a movement of “Single Use Plastic Ban”, the programme of speech and cloth bags distribution was organized. In this programme Prof. S. V. Pathak Ex-HOD department of History

delivered a very informative speech on the effects of plastic waste, plastics bags. This programme was organized in collaboration with late. Bhanudas Shinde Foundation, Digras. This Foundation undertook the week programme in the memory of Bhanudasji Shinde in the digras city. As a part of this programme cloth bags were distributed by this foundation to make students and the society for using cloth bags instead of plastic bags. Shri. Rahul V. Shinde NGO Bhanudas Vitthalrao Shinde Foundation Digras, Dr. Manish Rathod and Shri. Sudhirbhau Deshmukh was present for the programme. Students gave serious attention to the position of plastic waste and effects of plastic pollution. So they sincere took the oath of not to use single used plastic.





Name of Activity/Programme	E-Resources and Searching Techniques
Date of Activity	17 th Sept, 2019
Time	11.00 a.m.
Place	Department of Library and Information Science
Organized By	Department of Library and Information Science
No. of student Participant	CHB 05
No. of Teacher Participated	14

The workshop on “e-resources and Searching Techniques” was organized on 17th Sept, 2019 by Department of Library & Information Science. On this occasion, Prof. V.S. Pachgade, Librarian gave detailed information about e-resources and searching techniques. He showed live demo; how to access e-resources which are existing in the library.



Name of Activity/Programme	“Teachers Day 5 th Sept.”
Date of Activity	5 th September 2016”
Place	Auditorium Hall
Organized by	Department of Library & Information Science
Number of Students Participated	10
Number of Teachers Participated	95
Collaboration with (if any)	DVSP Mandals Dinbai & Monabai Schools Library Digras





Name of Activity/Programme	One Day Workshop on Effective Use of Cloud Based ERP 3.0 Masters Software (For Non-Teaching)
Date of Activity	9 th May 2019”
Place	Department of Library & Information Science
Organized by	Department of Library & Information Science
Number of Students Participated	00
Number of Non-Teaching Participated	10
Collaboration with (if any)	Internal Quality Assurance Cell





Name of Activity/Programme	Dr. S. R. Ranganathan Jayanti (Father of Library Science in India)
Date of Activity	12.08.2020
Place	Department of Library & Information Science
Organized by	Department of Library & Information Science
Number of Students Participated	00
Number of Non-Teaching Participated	15



Name of Activity/Programme	Sant Santaji Maharaj Jayanti
Date of Activity	08.12.2020
Place	Department of Library & Information Science
Organized by	Department of Library & Information Science
Number of Students Participated	00
Number of Non-Teaching Participated	13



Unnamed Road, Gurudev Nagar, Digras, Maharashtra 445203, India

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Maharashtra
India



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