

# INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)



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IIRW'S

## Library Audit Academic Year 2023-24

#### Introduction:

Library is heart of the institution. It play vital role in teaching learning process. Now days it is also called as Knowledge Resource Centre. The role of Information and Communication Technology has changed the face and format of education. To cope with the situation libraries are also changing. Our library is continuously supporting the needs of the stakeholders of the college. In addition it is also becoming the source of the knowledge. The College Library has been established since the beginning of the college i.e. 2011. International Centre of Excellence in Engineering and Management Tal. & Dist. Aurangabad is run by the IIRW Trust's Aurangabad. It is affiliated to Dr. Babasaheb Ambedkar Maratwada University, Aurangabad. Approved By AICTE New Delhi, D.T.E. Mumbai and Govt. of Maharashtra. It is one of the foremost colleges in Marathwada Region. College name included in Atul Ranking 100 in India. It is established in the year 2011.

College Library Name is "Vineet Library". Library has its own importance in higher education. It helps in widening the range of knowledge and information to teachers and students. Our college library has tried its level best to provide necessary material to all the components of the college and looked after the quantitative & qualitative growth in library facilities.

#### Aims & Objectives of the Library:

#### Aims:

- > To provide supportive environment to Staff and Student in their Teaching learning process.
- > To focus on reading habit enhancement among the students for making them responsible citizen to serve the nation.
- To provide variety of knowledge resources to the student for their personality and career development.
- > To act as knowledge center in the local society and to provide knowledge to all the local communities.

#### **Objectives:**

- > To select and acquire the appropriate resources and develop the collection of the library.
- > To organize resources properly to save the time of reader.

To help the students for developing skill to access available resources.

CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

Add.: Gut No 4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone: 0240 - 2558101 to 10 | Telefax 0240 - 2558111, Website: www.iceemabad.com | E-mail: director@iceemabad.com



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- > To disseminate right information to the right reader at right time.
- > To increase the use of library.

#### **Library Expenditure:**

Sr. No.	Head	Amount in Rupees
1	Library Books	7,79,104/-
2	Delnet ( E-Journals & E-Books)	13,570/-
	Total	7,92,674/-

## **Total Collection of the Library:**

Total Tital	3952
Reference Books	450
Donated Books	2323
Rare Books	2245
Book Bank Books	9012
Journals	75
Online Resources	Delnet - *5,000 + Full text E- Journals.  40,000+ list of Journals & Delnet - *5,000 + e-book
CDs	20
Newspaper	7

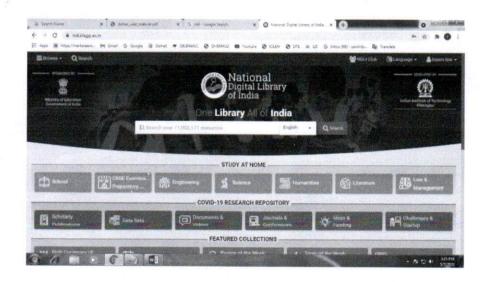




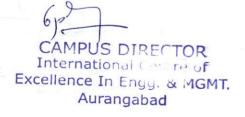
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National Digital Library of India (NDLI) is a virtual repository of learning resources which is not just a repository with search/browse facilities but provides a host of services for the learner community. It is sponsored and mentored by Ministry of Education, Government of India, through its National Mission on Education through Information and Communication Technology (NMEICT). Filtered and federated searching is employed to facilitate focused searching so that learners can find the right resource with least effort and in minimum time. NDLI provides user group-specific services such as Examination Preparatory for School and College students and job aspirants. Services for Researchers and general learners are also provided. NDLI is designed to hold content of any language and provides interface support for 10 most widely used Indian languages. It is built to provide support for all academic levels including researchers and life-long learners, all disciplines, all popular forms of access devices and differently-abled learners. It is designed to enable people to learn and prepare from best practices from all over the world and to facilitate researchers to perform inter-linked exploration from multiple sources. It is developed, operated and maintained from Indian Institute of Technology Kharagpur. National Digital Library provided to Digital Resources.



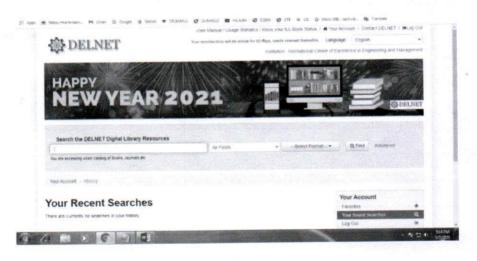






# 2) Delnet: ID: mhiceem and Password: ice2221

DELNET was started at the India International Centre Library in January 1988 and was registered as a society in 1992. It was initially supported by the National Information System for Science and Technology (NISSAT), Department of Scientific and Industrial Reseach, Government of India. It was subsequently supported by the National Informatics Centre, Department of Information Technology, Ministry of Communications and Information Technology, Government of India and the Ministry of Culture, Government of India.DELNET has been established with the prime objective of promoting resource sharing among the libraries through the development of a network of libraries. It aims to collect, store, and disseminate information besides offering computerised services to users, to coordinate efforts for suitable collection development and also to reduce unnecessary duplication wherever possible. 2,90,00,000+ Books available for loan and 40,000+ list of Journals and 5,000+ Full-text E-journals and also 1,00,000+ Thesis/Dissertations.



# 3) Delplus Software: ID: ICEEM and Password: iceem123

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## **Branch Wise Book Statistics:**

Sr.No.	Branch	Total Title	Total Volumes
1	Engineering First Year	542	2553
2	EEE	580	3298
3	Civil	415	1539
4	Mechanical	630	3209
5	Computer Science	740	3560
6	MBA	863	5058

## Library Readers:

> Students: 730

> Staff: 60





# Daily Turnover of the Library:

CirculationCounter : 70-80 booksapproximately

ReadingHall : 60-70 students sit forreading

## Instrument in the Library:

Sr. No.	Particulars	Quantity
1	Computer	11
2	Journals Stand	2
3	Book Cupboard	11
4	Book Rack	40
5	Drawing Stand	1
6	Big Com. Table	5
7	Small Table	6
8	Reading Table	15
9	Computer Table	01
10	Cupboard	1
11	Cushion Chair	14
12	Chair	60
13	Fan	18
14	Tub light	17
15	Fire Safety	2





#### Library Services & Facilities:

Sr. No.	<b>Available Library Services</b>
1	OPAC
2	Book Bank
3	Reference Services
4	Current Awareness Services
5	Inter Library Loan
6	News Paper Clippings
Sr. No.	Available Library Facilities
1	Reading Hall
2	Internet Access
3	Reprography
4	News Paper Section
5	Journals Section
	E- Library

#### Advisory Committee for the Library:

The Library Committee plays a vital role in enhancing and developing the library services, making suitable policies so that convenience in functioning of all activities may be achieved. The committee holds its two Meetings every year. If required more meetings are also held. Generally the first meeting is held in the month of July, in which Library Budget, allotment of funds to all the departments, previous year's stock taking report and other issuers lated to library and its library services and Digital Resources are taken up with permission of the .The second meeting held in January or the first week of February in which, the resolutions passed in the previous meeting are followed and reviewed. Also other issues prevailing at the time are taken up.



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Sr. No.	Name of the Staff	Designation	Position
1	Dr. C S Padmavat	Campus Director	Chairman
2	Mrs. J Jawale	Librarian	Secretary
3	Prof. H L Jadhav	Director	Member
4	Prof. N G Patil	Professor	Member
5	Prof. S S Tarwade	Professor	Member
6	Prof. Zafar Ul Hasan	Professor	Member
7	Prof. S G Tathe	Professor	Member
8	Prof. U S Gadhe	Professor	Member
9	Prof. Ashavin Chavan	Professor	Co- ordinator

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Director

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#### LIBRARY RULES

#### For Students:-

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- 2. Students should enter their name and sign the entry register kept at the entrance before entering the library.
- 3. Users are required to handle books and reading material very carefully.
- 4. Use of mobile phones inside the Library premises is strictly prohibited.
- 5. Eatables (liquid, semi-solid, solid forms) are not allowed inside the reference section.
- 6. Readers are instructed not to wear apron or jackets inside the library stock section.
- 7. Strict discipline must be maintained in the Library. Indiscipline will lead to disciplinary action and the Library privileges may be withdrawn.
- 4 books can be borrowed at a time for a period of 7 days. Borrowed books should be returned on or before the due date.
- 9. Users have to return the books within the specified time. If returned beyond due date, they will be fined as follows: a. First week after the due date: Rs. 10/- per day b. For second week after the due date: Rs. 20/- per day
- 10. In case of lost book/library card it should be reported immediately in writing to the librarian. 150% Amount recovers, if lost the book.
- 11. The student will be held responsible for any damage to the borrowed books.
- 12. If an issued book is lost by the student, then the same should be replaced with the latest edition.
- 13. The "No dues certificate" will be issued only after returning all the borrowed books.

## For Teaching & Non-Teaching Staff:

- 1. Every teacher will be issued 06 books of her/his subject taught at a time for a semester.
- Non-teaching staff will be issued 02 books at a time.
- Encyclopedias, Dictionaries, Rare books, Year Books, Journals & other reference books/and rare books will
  not be lent outside the library.
- 4. Library books such as novels, general readings should be returned within a week if demanded by others.
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Future Plan:

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1. Organization of Best Reader Award for Student

Organization of more activities for information literacy, entre of Excellence In Engg. & MGMT.

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## **Library Audit** Academic Year 2022-23

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#### **Library Expenditure:**

Sr. No.	Head	Amount in Rupees
1	Library Books	4,814/-
2	Delnet ( E-Journals & E-Books)	13,570/-
	Total	18,384/-

## **Total Collection of the Library:**

Particulars	As on May2023	
Total Volumes	11650	
Total Tital	1552	
Reference Books	435	
Donated Books	1284	
Rare Books	2118	
Book Bank Books	8965	
Journals	40	
Online Resources	Delnet	
	*5,000 + Full text E- Journals.	
	*40,000+ list of Journals &*1,35,000+ e-books	
CDs	15	
Newspaper	6	



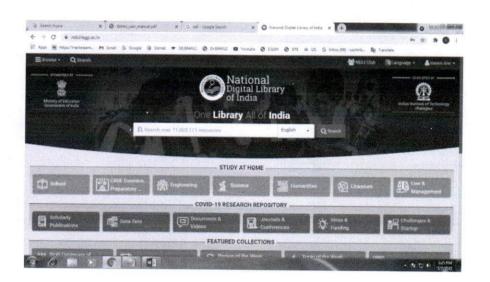




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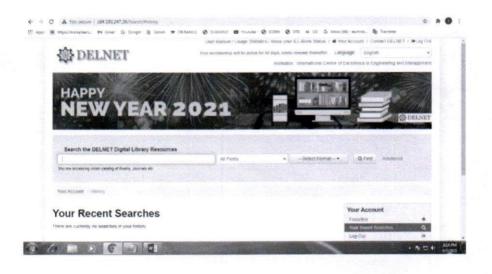
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# **Branch Wise Book Statistics:**

Sr. No.	Branch	Total Title	<b>Total Volumes</b>
1	Engineering First Year	130	1007
2	EEE	194	1640
3	Civil	149	1190
4	Mechanical	173	1285
5	Computer Science	164	1280
6	MBA	761	4313

# **Library Readers:**

> Students: 550

> Staff: 45





# Daily Turnover of the Library:

➤ Circulation Counter : 50-60 books approximately

> Reading Hall : 60-70 students sit for reading

# Instrument in the Library:

Sr. No.	Particulars	Quantity
1	Computer	11
2	Journals Stand	2
3	Book Cupboard	4
4	Book Rack	26
5	Drawing Stand	1
6	Big Com. Table	5
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Particulars	As on May 2019 202	
Total Volumes	1161	10
Total Title	154	18
Reference Books	43	31
Donated Books	128	84
Rare Books	211	18
Book Bank Books	890	65
Journals		38
Online Resources	Delnet *5,000 + Full text E- Journals. *40,000+ list of Journals &*1,35,000+ e- books	
CDs		15
Newspaper		6

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# Library Readers:

> Students: 514

> Staff: 39

# Daily Turnover of the Library:

Circulation Counter

> Reading Hall



CAMPUS DIRECTOR
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Excellence In Engg. & MGMT.
Aurangabad

45-55books approximately

60-70 students sit for reading



# Instrument in the Library:

Sr. No.	Particulars	Quantity
1	Computer	15
2	Journals Stand	2
3	Book Cupboard	4
4	Book Rack	26
5	Drawing Stand	1
6	Big Com. Table	3
7	Small Table	6
8	Reading Table	15
9	Computer Table	01
10	Cupboard	1
11	Cushion Chair	14
12	Chair	60
13	Fan	18
14	Tub light	17
15	Fire Safety	2

# Library Services & Facilities:

Sr. No.	Available Library Services	
1	OPAC	
2	Book Bank	
3	Reference Services	
4	Current Awareness Services	
5	Inter Library Loan	
6	News Paper Clippings	
Sr. No.	Available Library Facilities	
1	Reading Hall	
2	Internet Access	TOR
3	Reprography	DIRECTOR DIR
4	News Paper Section Internation	nal Centre of MGMT. Engg. & MGMT.
e lence	Journal Street	
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# **Advisory Committee for the Library:**

The Library Committee plays a vital role in enhancing and developing the library services, making suitable policies so that convenience in functioning of all activities may be achieved. The committee holds its two Meetings every year. If required more meetings are also held. Generally the first meeting is held in the month of July, in which Library Budget, allotment of funds to all the departments, previous year's stock taking report and other issues related to library and its library services and Digital Resources up with permission of the chairperson of the library committee. The second meeting is held in January or the first week of February in which, the resolutions passed in the previous meeting are followed and reviewed. Also other issues prevailing at the time are taken up.

Sr. No.	Name of the Staff	Designation	Position
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2	Mr. Battise S. G.	Librarian	Secretary
3	M. Jadhav H. L.	HOD	Member
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Librarian

Director

Campus Director

bran



## LIBRARY RULES

#### For Students:-

- Users must possess their Library / College ID Card while making use of the Library facility and on entering the Library.
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- 3. Users are required to handle books and reading material very carefully.
- 4. Use of mobile phones inside the Library premises is strictly prohibited.
- 5. Eatables (liquid, semi-solid, solid forms) are not allowed inside the reference section.
- 6. Readers are instructed not to wear apron or jackets inside the library stock section.
- Strict discipline must be maintained in the Library. Indiscipline will lead to disciplinary action and the Library privileges may be withdrawn.
- 8. 4 books can be borrowed at a time for a period of 7 days. Borrowed books should be returned on or before the due date.
- Users have to return the books within the specified time. If returned beyond due date, they will be fined as
  follows: a. First week after the due date: Rs. 10/- per day b. For second week after the due date: Rs. 20/- per
  day
- In case of lost book/library card it should be reported immediately in writing to the librarian. 150% Amount recovers, if lost the book.
- 11. The student will be held responsible for any damage to the borrowed books.
- 12. If an issued book is lost by the student, then the same should be replaced with the latest edition.
- 13. The "No dues certificate" will be issued only after returning all the borrowed books.

#### For Teaching & Non-Teaching Staff:

- 1. Every teacher will be issued 06 books of her/his subject taught at a time for a semester.
- 2. Non-teaching staff will be issued 02 books at a time.
- Encyclopedias, Dictionaries, Rare books, Year Books, Journals & other reference books/and rare books will not be lent outside the library.
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#### Future Plan:

Excellence

2. Organization of more activities for information literacy.

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Aurangabad



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# INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)

NAAC STEELERG - STEELE

Research to reality.... NAAC Accredited

IIRW'S

#### Library Audit Academic Year 2020-21

#### Introduction:

Library is heart of the institution. It play vital role in teaching learning process. Now days it is also called as Knowledge Resource Centre. The role of Information and Communication Technology has changed the face and format of education. To cope with the situation libraries are also changing. Our library is continuously supporting the needs of the stakeholders of the college. In addition it is also becoming the source of the knowledge. The College Library has been established since the beginning of the college i.e. 2011. International Centre of Excellence in Engineering and Management Tal. & Dist. Aurangabad is run by the IIRW Trust's Aurangabad. It is affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. Approved By AICTE New Delhi, D.T.E. Mumbai and Fovt. of Maharashtra. It is one of the foremost colleges in Marathwada Region. College name included in Atal Ranking 100 in India. It is established in the year 2011.

College Library Name is "Vineet Library". Library has its own importance in higher education. It helps in widening the range of knowledge and information to teachers and students. Our college library has tried its level best to provide necessary material to all the components of the college and looked after the quantitative & qualitative growth in library facilities.

#### Aims & Objectives of the Library:

#### Aims:

- > To provide supportive environment to Staff and Student in their Teaching learning process.
- > To focus on reading habit enhancement among the students for making them responsible citizen to serve the nation.
- > To provide variety of knowledge resources to the student for their personality and career development.
- > To act as knowledge center in the local society and to provide knowledge to all the local communities.

# **Objectives:**

> Toselectandacquiretheappropriateresourcesanddevelopthecollection of the library.

> To organize resources proper to save the time of reader.

CAMPUS DIRECTOR
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Aurangabad

Add.: Gut No.4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone: 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website: www.iceemabad.com | E-mail: director@iceemabad.com



# INTERNATIONAL CENTRE OF EXCELLENCE IN





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- To help the students for developing skill to access available resources.
- > To update the reader about the new arrivals
- > To work for a book for reader and reader for a book movement.
- To disseminate right information to the right reader at right time.
- To increase the use of library.

#### Library Expenditure:

Sr. No.	Head	Amount in Rupees
1	Library Books	4,814
2	Delnet (E-Journals & E-Books)	13,570
	Total	18,384

#### Total Collection of the Library:

As on May 2020
11650
1552
435
1284
2118
8965
2+ 36
Delnet *5,000 + Full text E- Journals. *40,000+ list of Journals &*1,35,000+ e-books
15
6

#### **Digital Resources:**

1) National Digital Library Portal Registered: ID:library@iceemabad.com and Password: iceem\*2011

National Digital Library of India (NDLI) is a virtual repository of learning resources which is not just a repository with search/browse facilities but provides a host of services for the learner community. It is sponsored and mentored by Ministry of Education, Government of India, through its National Mission on Education through Information and Communication Technology (NMEICT). Filtered and federated searching is employed to facilitate focused searching so that learners can find the right resource with least effort and in minimum time. NDII provides user group-specific services such as Examination Preparatory for School and College students and job aspirants. Services for Researchers and general learners are also

International Centre of Excellence In Engg. & MGMT

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for School and Conege students and job aspirants, between for researches and general

provided. NDLI is designed to hold content of any language and provides interface support for 10 mos widely used Indian languages. It is built to provide support for all academic levels including researchers and life-long learners, all disciplines, all popular forms of access devices and differently-abled learners. It is designed to enable people to learn and prepare from best practices from all over the world and to facilitate researchers to perform inter-linked exploration from multiple sources. It is developed, operated and maintained from Indian Institute of Technology Kharagpur. National Digital Library provided to Digital Resources.



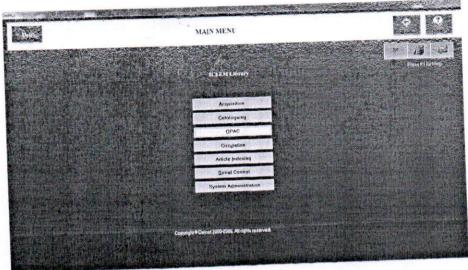
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3) Delplus Software: ID: ICEEM and Password: iceem123

Computerization of library may be a basic need in today's situation. For computerization, library professionals having problems like which library software is more suitable to our library. software Delplus 2.0 which is developed by DELNET (Developing Library Network) & also So it's necessary to possess appropriate software for library operation. A quick account of DELPLUS 2.0 software package is presenused.



# **Branch Wise Book Statistics:**

Rranch	Total Title	Total Volumes
	130	1007
	194	1640
	149	1190
	173	1285
	164	1280
	761	4313
	Branch Engineering First Year E & TC Civil Mechanical Computer Science MBA	Engineering First Year       130         E & TC       194         Civil       149         Mechanical       173         Computer Science       164

# Library Readers:

> Students: 514

> Staff: 39

Daily Turnover of the Library:

Circulation Counter

Reading Hall

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Aurangabad

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2	Book Bank
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5	Inter Library Loan
6	News Paper Clippings
Sr. No.	Available Library Facilities
1	Reading Hall
2	Internet Access
3	Reprography
1	News Paper Section

CAMPUS DIRECTOR Journals Section International Centre of International Enggl & MGNET Library Excellence In Enggl & MGNET Library Aurangabad





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Librarian

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Campus Director

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#### Future Plan:

1. Organization of Best Reader Award for Student.

International Centre of Excellence In Engg. & MGI



# INTERNATIONAL CNTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)



NAAC ACCREDITED

#### Library Audit Academic Year 2019-20

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To organize resources properly to save the time of reader.

Excellence In Engg. & MGMT.

Aurangabad

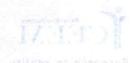
had 431136 (MS) India

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Telephone: 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website: www.iceemabad.com | E-mail: director@iceemabad.com





# ENGINEERING AND MANAGEMENT (ICEEM)





Sempropriate resource sand development decision of the CAMPUS DIRECTOR International Centre of Excellence In Engg. & MGMT. Aurangabad

- To help the students for developing skill to access available resources.
- To update the reader about the new arrivals
- To work for a book for reader and reader for a book movement.
- To disseminate right information to the right reader at right time.
- > To increase the use of library.

### Library Expenditure:

Sr. No.	Head	Amount in Rupees
1	Library Books	4,814
1	Delnet (E-Journals & E-Books)	13,570
2		18,384
	Total	10,501

## **Total Collection of the Library:**

Particulars	As on May 2019
Total Volumes	11610
	1548
Total Title	431
Reference Books	
Donated Books	1284
Rare Books	2118
Book Bank Books	8965
Journals	38
Online Resources	Delnet *5,000 + Full text E- Journals. *40,000+ list of Journals &*1,35,000+ e- books
CDs	15
Newspaper	6

### Digital Resources:

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Aurangabad

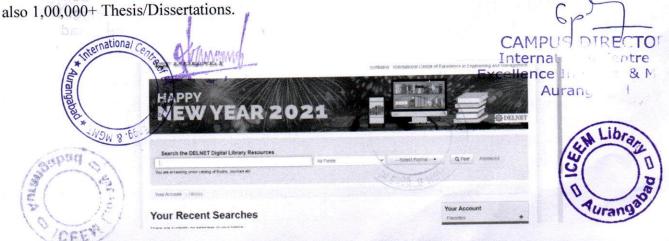


provided. NDLI is designed to hold content of any language and provides interface support for 10 most widely used Indian languages. It is built to provide support for all academic levels including researchers and life-long learners, all disciplines, all popular forms of access devices and differently-abled learners. It is designed to enable people to learn and prepare from best practices from all over the world and to facilitate researchers to perform inter-linked exploration from multiple sources. It is developed, operated and maintained from Indian Institute of Technology Kharagpur. National Degital Library provided to Digital Resources.



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R MCMT.	Excellence In Engg.	
Sr. No.	Available Library Facilities AMPUS DIRECTO	R
1	Reading Hall Excellence In Engg. & P	IGMT.
2	Internet Access ExcelAurangabad	
onal Cental	Reprography	
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Aurangabad

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IIRW'S

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Résearch to reality.... NAAC Accredited



**Library Audit** Academic Year 2018-19

#### Introduction:

Library is heart of the institution. It play vital role in teaching learning process. Now days it is also called as Knowledge Resource Centre. The role of Information and Communication Technology has changed the face and format of education. To cope with the situation libraries are also changing. Our library is continuously supporting the needs of the stakeholders of the college. In addition it is also becoming the source of the knowledge. The College Library has been established since the beginning of the college i.e. 2011. International Centre of Excellence in Engineering and Management Tal. & Dist. Aurangabad is run by the IIRW Trust's Aurangabad. It is affiliated to Dr. Babasaheb Ambedkar Maratwada University, Aurangabad. Approved By AICTE New Delhi, D.T.E. Mumbai and Govt. of Maharashtra. It is one of the foremost colleges in Marathwada Region. College name included in Atul Ranking 100 in India. It is established in the year 2011.

College Library Name is "Vineet Library". Library has its own importance in higher education. It helps in widening the range of knowledge and information to teachers and students. Our college library has tried its level best to provide necessary material to all the components of the college and looked after the quantitative & qualitative growth in library facilities.

#### Aims & Objectives of the Library:

- To provide supportive environment to Staff and Student in their Teaching learning process.
- To focus on reading habit enhancement among the students for making them responsible citizen to serve the nation.
- To provide variety of knowledge resources to the student for their personality and career development.
- To act as knowledge center in the local society and to provide knowledge to all the local communities.

#### **Objectives:**

- To select and acquire the appropriate resources and develop the collection of the library.
- To organize resources properly to save the time of reader.

To help the students for developing skill to access available resources.

International Centre Excellence In Engg. & MO 41.

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Telephone: 0240 - 2558101 to 10 | Telefax 0240 - 2558111 Website: www.iceemabad.com | E-mail: director@iceemabad.com







## INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)



PARTY STANKER NAME Accredited

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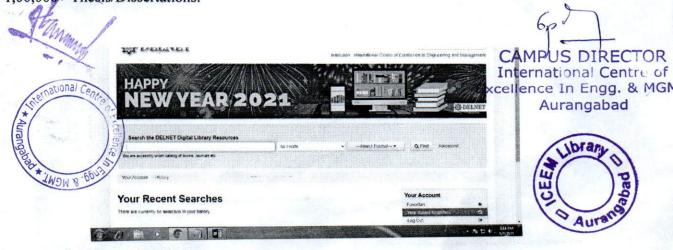
provided. NDLI is designed to hold content of any language and provides interface support for 10 most widely used Indian languages. It is built to provide support for all academic levels including researchers and life-long learners, all disciplines, all popular forms of access devices and differently-abled learners. It is designed to enable people to learn and prepare from best practices from all over the world and to facilitate researchers to perform inter-linked exploration from multiple sources. It is developed, operated and maintained from Indian Institute of Technology Kharagpur. National Digital Library provided to Digital Resources.



#### 2) Delnet: ID: mhiceem and Password: ice2221

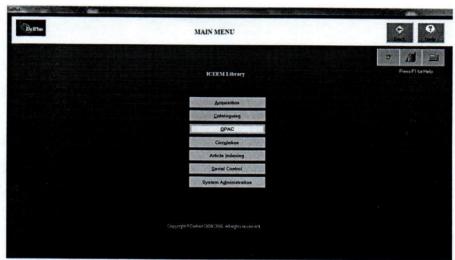
DELNET was started at the India International Centre Library in January 1988 and was registered as a society in 1992. It was initially supported by the National Information System for Science and Technology (NISSAT), Department of Scientific and Industrial Research, Government of India. It was subsequently supported by the National Informatics Centre, Department of Information Technology, Ministry of Communications and Information Technology, Government of India and the Ministry of Culture, Government of India. DELNET has been established with the prime objective of promoting resource sharing among the libraries through the development of a network of libraries. It aims to collect, store, and disseminate information besides offering computerised services to users, to coordinate efforts for suitable collection development and also to reduce unnecessary duplication wherever possible.

2,90,00,000+ Books available for loan and 40,000+ list of Journals and 5,000+ Full-text E-journals and also 1,00,000+ Thesis/Dissertations.



## 3) Delplus Software: ID: ICEEM and Password: iceem123

Computerization of library may be a basic need in today's situation. For computerization, library professionals having problems like which library software is more suitable to our library. software Delplus 2.0 which is developed by DELNET (Developing Library Network) & also So it's necessary to possess appropriate software for library operation. A quick account of DELPLUS 2.0 software package is present used.



#### **Branch Wise Book Statistics:**

Sr.No.	Branch	Total Titles	Total Volumes
1	Engineering First Year	131	1010
2	E & TC	194	1643
3	Civil	149	1192
4	Mechanical	173	1285
5	Computer Science	169	1290
6	MBA	769	4316

#### Library Readers:

➤ Students: 452

Staff:37

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Aurangabad

Daily Turnover of the Library:

Circulation Counter

Reading Hall

40-50booksapproximately

60-80 students sit for reading



### Instrument in the Library:

Sr. No.	Particulars	Quantity
1	Computer	16
2	Journals Stand	2
3	Book Cupboard	4
4	Book Rack	26
5	Drawing Stand	1
6	Big Com. Table	3
7	Small Table	6
8	Reading Table	15
9	Computer Table	01
10	Cupboard	1
11	Cushion Chair	14
12	Chair	80
13	Fan	18
14	Tub light	17
15	Fire Safety	2

## Library Services & Facilities:

Sr. No.

3

4

5

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Reprography

News Paper Section

Journals Section

E- Library

1	OPAC	
2	Book Bank	
3	Reference Services	1
4	Current Awareness Services	
5	Inter Library Loan	
6	News Paper Clippings	6p 5
Sr. No.	Available Library Facilities	TAMPUS DIRECTOR International Centre of
1	Reading Hall Exc	ellence In Engg. & MGM Aurangabad
2	Internet Access	Aurange

**Available Library Services** 

Aurangabad

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#### **Technical Activities:**

⇒Acquisition

: Books are purchased as per the requirement of the staff and student.

⇒Accessioning

: Acquired books are entered in the Accession Register.

⇒Classification

: Books are classified with Dewey decimal classification Schedule.

⇒Book Preparation: Sticking of tags, preparing book cards, stamping, entry in computer etc.

⇒Shelving

: Books are shelved subjectwise.

⇒Displaying

: Newly acquired books are displayed in the display board

(Notice board) as well as display book rack for 7-14 days

So that readers can have a glance at them.

#### Advisory Committee for the Library:

The Library Committee plays a vital role in enhancing and developing the library services, making suitable policies so that convenience in functioning of all activities may be achieved. The committee holds its Meetings If two every year. requiredmoremeetingsarealsoheld. Generallythefirstmeetingisheldinthemonth of July, in which Library allotment of funds Budget, to all the departments, previous year's stocktaking report and other issues related to library and its library services Digital Resourcesaretaken upwithpermissionofthechairpersonofthelibrarycommittee. Thesecondmeeting is held in January or the first week of February in which, the resolutions passed in the previous meeting are followed and reviewed. Also other issues prevailing at thetime are takenup.

Sr. No.	Name of the Staff	Designation	Position
1	Dr. Gaur Dilip	Principal	Chairman
2	Mr. Battise S. G.	Librarian	Secretory
3	M. Jadhav H. L.	HOD	Member
4	Dr. Murgai Amol	HOD	Member
5	Mr. Shikhare Vinod	HOD	Member
6	Mr. Yadav Vasisth	Asst. Prof.	Member
7	Mrs. Tapade Vrushali	Asst. Prof.	Member

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Aurangabad



#### LIBRARY RULES

#### For Students:-

- 1. Users must possess their Library / College ID Card while making use of the Library facility and on entering the Library.
- 2. Students should enter their name and sign the entry register kept at the entrance before entering the library.
- 3. Users are required to handle books and reading material very carefully.
- 4. Use of mobile phones inside the Library premises is strictly prohibited.
- 5. Eatables (liquid, semi-solid, solid forms) are not allowed inside the reference section.
- Readers are instructed not to wear apron or jackets inside the library stock section.
- 7. Strict discipline must be maintained in the Library. Indiscipline will lead to disciplinary action and the Library privileges may be withdrawn.
- 8. 4 books can be borrowed at a time for a period of 7 days. Borrowed books should be returned on or before the due date.
- 9. Users have to return the books within the specified time. If returned beyond due date, they will be fined as follows: a. First week after the due date: Rs. 10/- per day b. For second week after the due date: Rs. 20/- per
- 10. In case of lost book/library card it should be reported immediately in writing to the librarian. 150% Amount recovers, if lost the book.
- 11. The student will be held responsible for any damage to the borrowed books.
- 12. If an issued book is lost by the student, then the same should be replaced with the latest edition.
- 13. The "No dues certificate" will be issued only after returning all the borrowed books.

#### For Teaching & Non-Teaching Staff:

- Every teacher will be issued 06 books of her/his subject taught at a time for a semester.
- Non-teaching staff will be issued 02 books at a time.
- Encyclopedias, Dictionaries, Rare books, Year Books, Journals & other reference books/and rare books will 3. not be lent outside the library.
- 4. Library books such as novels, general readings should be returned within a week if demanded by others.
- Current issues of journals, newspapers are not for home lending.

In case of lost book/library card it should be reported immediately in writing to the librarian. 150% Amount recovers, if lost the book

Future Plan:

Organization of Best Reader Award for Student.

Organization of more activities for information liter

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Libr.

