PU/PN/CS/326/2008
College Code : 878
AISHE CODE : C-41899

AAER's

ASIAN COLLEGE OF SCIENCE & COMMERCE

(Affiliated to Savitribai Phule Pune University & Approved by Govt of Maharashtra)

ACCREDITED BY NAAC WITH "B+" GRADE / Recognized UGC 2 (F)

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Estd : 2007

(Non Aided College)

Link for the Metric No. 4.2.1.

2nd Cycle Assessment and Accreditation

Criterion 4 – Infrastructure and Learning Resources

Key Indicator 4.2.

Metric No. 4.2.1. The library is automated with digital facilities using the Integrated Library Management System (ILMS), and adequate subscriptions to e-resources and journals are made. The faculty and students optimally use the library.

Library Area

Library Committee

Library Staff List : Mrs. Vrushali Ohal- M.Lib

Library Books Collection Chart : More than 5000

Membership Details : NDLI, E-Sodhsindhu

Library services and facilities available:

The library offers various services and facilities to help users maximise its resources. Reference services are available to assist users in finding the information or documents they need. The library is open from 9 am to 5 pm on all working days and is used by students, research scholars, teaching and non-teaching members from different departments. There are various membership categories, including students, teachers, non-teaching staff, and visiting faculty, with 1,095 members. The library also maintains a book bank to help students from marginalised communities by providing them with textbooks for an entire semester. Additionally, there is a Competitive Study Centre for students interested in competitive exams, a Newspaper Reading Centre that provides newspapers in Marathi, Hindi, and English, a Magazine Reading Centre, and computers for OPAC Service. All of these services are free for students.

Best practices:

1. Book Exhibition: Organizing book exhibitions can help to promote the library's collection and encourage reading habits among students. It can also attract more visitors to the library and contribute to the academic community's intellectual growth.
2. Book Display: Regularly updating the library's book display can help to showcase new and relevant content to students and faculty members. A well-curated display can increase circulation and encourage more students to explore the library's collection.
3. Displaying New Arrivals: Highlighting new arrivals effectively promotes the library's collection and keeps students and faculty members informed about the latest resources available. This can also help to encourage students to visit the library more often.
4. I Card Generation: Issuing library membership cards to students is an essential service that helps to ensure the library's resources are accessible to all members of the academic community.
5. Library Orientation Program for Students: Conducting library orientation programs for students can help them become familiar with the library's resources and services. It can also help students to develop research skills and improve their academic performance.
6. User Education/Information Literacy Program: Providing user education and information literacy programs can help students develop the skills they need to become independent learners. These programs can also help to promote critical thinking, research skills, and responsible use of information.
7. Career/Employment Information Services: Offering career and employment information services can help students explore their career options and make informed decisions about their future. This can also contribute to the academic community's intellectual growth and success.
8. Open Access: Providing open access to scholarly resources can help promote knowledge dissemination and encourage collaboration among researchers. This can also support the academic community's intellectual growth and success.
9. Free Textbooks: Offering free textbooks can help reduce students' financial burden and make education more accessible to all. This can also contribute to the academic community's intellectual growth and success by ensuring that all students have access to the resources they need to succeed.

Rules and regulations for the library:

1. Students must present a valid college identity card to borrow books, periodicals, or other library materials.
2. Students entering the library premises must have a valid college identity card and produce it whenever demanded.
3. Identity cards and library cards are non-transferable. Students found that lending their cards to others would be penalized.
4. Every student is expected to read and strictly follow the instructions on the reverse side of the library card.
5. Books will be issued for a period of 7 days only. Students failing to return books on time will be fined.
6. Re-issue of the books will depend upon the demand for the same. Students may request a re-issue if no other student has reserved the same book.
7. If a book is lost or damaged, the student must replace the book with a new copy of the latest edition. If the latest edition is unavailable, the student must refund the cost of the book.
8. Reference books and journals will be issued to undergraduate students on the library premises only, and a reprography service will be made available if necessary
9. Students must handle books, periodicals, etc., carefully. Any attempt to damage books or magazines by defacing or tearing the pages will be treated as serious misconduct and strictly dealt with.
10. If the original identity or library card is lost, a duplicate will be issued upon payment of Rs.50/- each. Students must report the loss of card to the library staff immediately.
11. These rules are necessary to maintain the sanctity and discipline of the library. Any violation of the rules will be dealt with strictly.

Reading Hall

The following rules should be followed in the Reading Hall:

1. Complete silence and strict discipline must be maintained at all times.
2. Reading materials such as newspapers and magazines should only be read within the Reading Hall and not be taken outside.
3. The use of mobile phones is strictly prohibited in the Reading Hall.
4. If any reference book is required, students should approach the Library staff for assistance.
5. Any disregard of these rules will be reported to the principal for appropriate action.
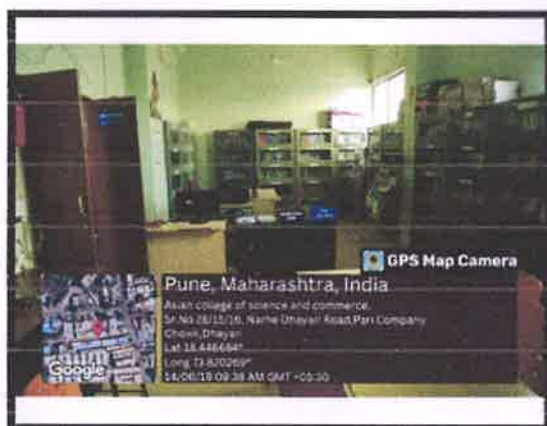
Research Support:

1. Researchers can approach the library for assistance in finding relevant study materials from various resources.
2. Researchers are encouraged to use the Library Portal to access open-access scholarly databases, such as Shodhganga & Shodhgangotri, and other online digital libraries.
3. To access paid e-books and e-journals, researchers can subscribe to the UGC N-LIST consortia.
4. Books and subscribed journals are available to researchers at the library on all working days and hours.

5. The library provides reference services to assist researchers in finding the resources they need.
6. The library has a separate digital library for accessing e-resources.
7. The library offers an Information Literacy Programme for PG students and researchers to help them learn how to find and use information effectively.
8. These rules are in place to ensure that all researchers have access to the resources they need and can make the most of the support provided by the library.

Library Hours:

The library is open from Monday to Saturday from 9:00 a.m. to 5:00 p.m. Library services such as book issuing, returning, and reference services are available during these hours. However, the Issuing section operates from Monday to Saturday from 9:30 a.m. to 4:30 p.m. The Library remains closed on Sundays and holidays declared by the college.

पुस्तक प्रदर्शन

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