

## UNIVERSITY LIBRARY COLLECTION

Total Collection as on 09-08-2017	: 60,000
Text Books	: 53,535
Reference Books	: 6421
Rare Books	: 10
Bound Periodicals	: 6
Theses	: 3
Census Report	: 1
Reports	: 21
Gazetteers	: 4

## FUTURE PLAN

- to extend New Library Building to manage space problem.
- to introduce RFID system in the library for self-check-in and check-out of books for smooth circulation operation and stock verification and to install RFID enabled gate at the main entrance gate for security checking.
- to digitized all theses, rare books, university administrative documents, etc. by using open source software DSpace.
- to extend fully automated circulation operation at the circulation counter by using SOUL 2.0/Green Campus Library Software
- to increase CCTV for electronic surveillance for the rest of the Library

## RAIGANJ UNIVERSITY

Raiganj University was established by Act No.102/17-(RGU), Dated.09.03.2017; In exercise of the powers conferred by sub-section (2) of Section 61 of the Raiganj University Act, 2014 (West Ben. Act XXVI of 2014), the First Vice Chancellor of the University, with the approval of the Chancellor and with the assistance of the Committee nominated by the State Government in terms of Notification No.859-Edn(U)/RGU-03/15 dated Kolkata, the 31st August,2015.

## CENTRAL LIBRARY

The library has grown in terms of its infrastructure and facilities since 1948 as College Library. In its mission to provide the reference and research infrastructure to the academic communities of the University, the library started developing its collection with the inputs from different academic departments. The library collection has grown strength has grown to about 56,000 books, 25 print journal and 151 CD/DVD across various academic disciplines. In tune with the present times it executes various theoretical and applied courses ranging from Science, Arts, Management and Law.

The Central Library provides books, journals as well as current information on various topics to fulfill the need of the various components of the university community viz. teachers, research scholars, students, officers and staff towards the fulfillment of their objectives.

- The Library has collection on all branches of Science, Arts, Commerce, Law, and Management.
- J-GATE for on line subscription of journals. <https://jgateplus.com/search/login/>

There is a Library Committee to regulate Policy, Planning, Process and all the developmental activities of the library. It renders instructions regarding management of funds set apart for the functioning of the University Library system. The Chairman of the Library Committee is the Hon'ble Vice-Chancellor and the Librarian of the University is Secretary, Ex-Officio member.

## LIBRARY AT A GLANCE

❖ Year of Establishment	:	1948
❖ Library Hours	:	10 a.m-5.30 p.m.
❖ Total Collection(as on 09-08-2017)	:	60,000
❖ Covered area (in sq. ft.)	:	5400
❖ Number of Employees (Existing)	:	11
(a) Professional (including officers)	:	5
(b) Non-professional	:	6
❖ Number of Current Indian Journals	:	14
❖ Number of Current Foreign Journals	:	19
❖ Total Number of Online Journals	:	28,583
❖ Library Access	:	Open Access & Closed Access
❖ Average Number of Users visited daily	:	95
❖ Average Number of Issue/Return daily	:	85
❖ Library Security system	:	Manual Security
❖ Status of Automation	:	Automated Database(Partial)
❖ Library Software	:	SOUL 2.0 & Green Campus
❖ Library Web Portal (local)	:	
		<a href="http://45.79.194.201:8080/hrcIIRP/manageAdvSearchAction.do?method=initializeoutsider">http://45.79.194.201:8080/hrcIIRP/manageAdvSearchAction.do?method=initializeoutsider</a>
❖ Website	:	<a href="http://raiganjuniversity.ac.in">raiganjuniversity.ac.in</a>

## SUBSCRIPTION OF JOURNAL DURING 2017-2018

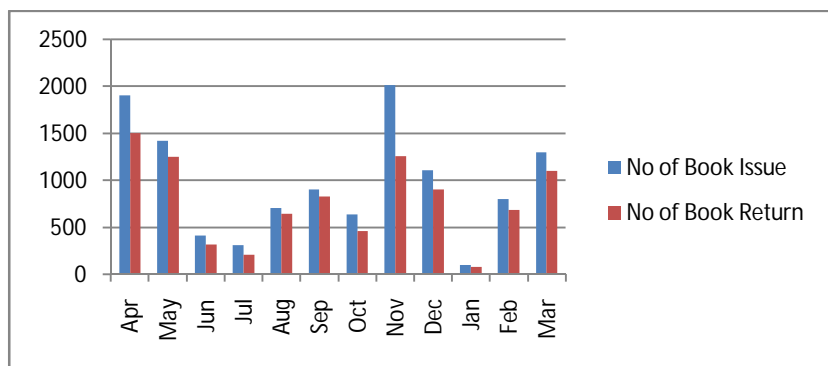
<i>Session</i>	<i>Amount (in Rs.)</i>
2017-2018	4,45,600

## CURRENT JOURNALS

### *Indian & Foreign Journals: 30*

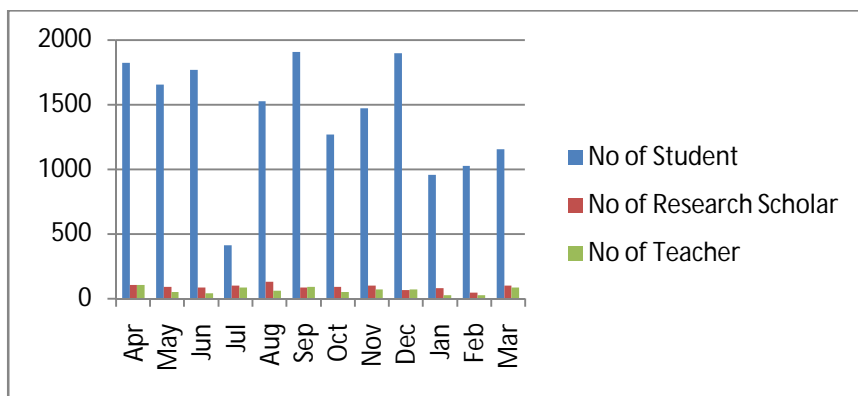
<i>Name of Journal</i>	<i>Total</i>
Asian Journal of Legal Education	
Contemporary Education Dialogue	
Contemporary Voice of Dalit	
Feminist Theory	
Global Jr. of Emerging Market Economics	
History and Sociology of South Asia	
Indian Historical Review	
Indian Jr. of Gender Studies	
Jr. of Emerging Market Finance	
Jr. of Interdisciplinary Economics	
Jr. of Land and Rural Studies	
Jr. of South Asian Development	
Margin-Jr. of Applied Economics Research	
South Asia Economic Jr. Research & ...	
South Asia Research	
South Asian Jr. of Microeconomics and Public Finance	
Studies in History	
Studies in Indian Politics	
Studies in Microeconomics	
Studies in People's History	
The Indian Economic and Social History Review	
The Jr. of Commonwealth Literature	
The Medieval History Journal	
Journal of the Indian Law Institute	
The Quarterly review of historical studies	
Aabahaman	
CLIO	
The Calcutta historical journal	
Journal of the Asiatic society	
Social Scientist	

## ISSUE & RETURN OF BOOKS AT A GLANCE 2016-2017



- Average Daily Transaction : 85 (Approx.)
- Total Books Issue : 9,900 (p.a.)
- Total Books Return : 8,800 (p.a.)

## LIBRARY USAGE STATISTICS

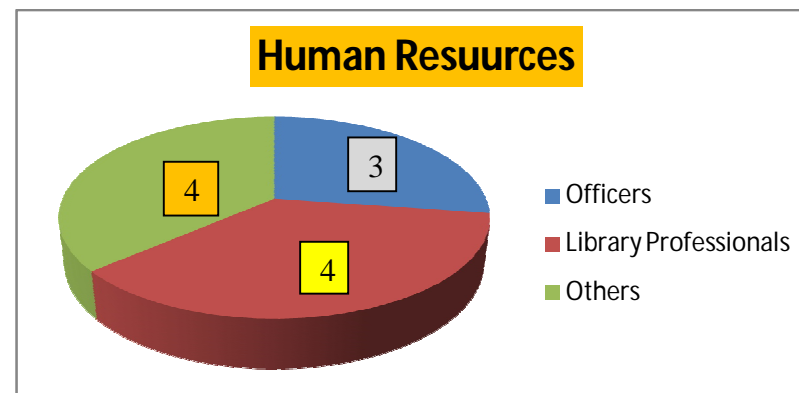


- Average number of users visited daily : 95

## ACQUISITION FOR BOOKS DURING 2015-2017

Budget Head	Allocation (in Rupees)	Documents Procured (in number)
UGC Grant		
State Grant	76,92,926	19460
Gift	---	129
Others	...	..
<b>Total</b>		<b>19,589</b>

## HUMAN RESOURCES



Cadre	Name of the Post	Filled up Post	
Officers	Librarian (Officiating)	1	
	Retired College Librarian	1	
	Assistant Librarian	1	
Non-teaching Employees	Junior Assistant-cum-Typist	1	
	Library Professionals	Assistant Librarian Grade II	3
		Library Assistant	
	Junior Library Attendant	Junior Library Attendant	3
Senior Library Attendant			
	Junior Peon	1	
<b>Total</b>		<b>11</b>	

## LIBRARY COMMITTEE

Library committee is the main authoritative committee vested powers of framing general rules and regulations, suggestion, advice and guidance to the Librarian for Library development, approval of funds, proposal for implementation of new planning and programming, if any.

*The Chairman:*

Vice-Chancellor, Raiganj University

*Members:*

1. Registrar
2. Finance Officer
3. Head/Representative, All P.G. Departments
4. 6 Members Nominee of the Vice-Chancellor
5. Librarian/Library-In-Charge, Convener

## GENERAL INFRASTRUCTURE

The Central Library, the apex body of all the seminar libraries, is very much efficient to provide quality service.

- Single faced and double faced stack
- Magazine display rack
- Display racks for new arrivals and documents for competitive examinations
- Notice, guidelines and instructions to users
- Classification Schemes (DDC & Bangla-Grantha Bargikaran), Catalogue Code (AACR-IIR) and Book Mark Tables (C A Cutter's alphabetic-order table)
- Classified and Dictionary Catalogue Cabinets
- Photocopiers
- Facility for spraying insecticides
- Sufficient number of fire extinguisher
- Facility for proper ventilation and lights
- Requisite number of reading tables, chairs to facilitate users
- Suggestions & Complaint Box

## SEMINAR & BOOK EXHIBITION

- ❖ Two days “**Book Exhibition-cum Sale**” CHEMISTRY

## LIBRARY SERVICES

- ❖ Bibliographic Service
- ❖ Reference Service
- ❖ Information Service
- ❖ Reprographic Facility
- ❖ Internet Facility
- ❖ Online Access to Selected Journals through **J-GATE**
- ❖ Study and Research Support Service
- ❖ Information Hub for Students, Teachers & Research Scholars
- ❖ Journals of National and International repute
- ❖ Lending facilities for books
- ❖ After processing the documents are being sent regularly to Seminar Libraries as required
- ❖ Study and Research Support Service
- ❖ Information Hub for Students, Teachers & Research Scholars
- ❖ Journals of National and International repute
- ❖ Lending facilities for books
- ❖ Display of Information regarding arrival of Books and Journals
- ❖ OPAC and Web OPAC
- ❖ Career Guidance Service
- ❖ Reading facilities to Retired Teachers
- ❖ User Orientation

## OPAC

- ❖ OPAC: Online Public Access Catalogue is the electronic version of the card catalogue.
- ❖ Library holdings of the University Library and seminar libraries can be accessed through the web site  
<http://45.79.194.201:8080/hrcIIRP/manageAdvSearchAction.do?method=initializeoutsider>

## FINE DETAILS

<b>Late Fine</b>	1 <sup>st</sup> 15 days after due date	20 paise/ day
	Thereafter	1 Rupee/ day
<b>Lost Fine</b>	Lending card	Rs. 10/-
	Reference Card	Rs. 10/-

## LOST BOOK DETAILS

<b>Option I</b>	Replace the document by same edition or later edition
<b>Option II</b>	Reimburse for document (price accessioned + enhancement @ 15% per annum from accession date)

## LIBRARY INCORPORATION

**e-PG Pathshala :** The members of the Library can get a few number of online journals at free of cost through e-PG Pathshala. And the Library has introduced a very important and useful service for the members by online printing the e-resources at a very nominal cost.

- **Open Access:** To give the users an option to look through all their requirements. Library has provided open access facility (Not for UG Student).
- **Membership Database :** Library has generated the complete computerized membership database of all members by using Green Campus Library Software & in house membership card.
- **Information Hub for Students, Teachers & Research Scholar:** Library has extended more provisions to check mails, browse net and download papers for the University Students, Teachers & Research Scholars by providing an Information Hub with 4 nodal points.
- **Bar Coding:** Barcoding of all books have been completed for fast and smooth circulation.

## ICT INFRASTRUCTURE

Library has already adapted different ICT infrastructure along with Information hub for students, teachers & research scholars with **Internet** and **OPAC** facility.

- Xeon RAID Server (X3400): Execute the SOUL 2.0 & software for Library Automation.
- Desktop PCs (14) with UPS connected with LAN
- 6 KVA UPS for Server
- WiFi JioFree Internet
- Air Broad Band Service (10 MBPS)
- Scanner: Image Scanner (1) and Barcode Scanner (6).
- Printer: Network printer-copier and 2 stand alone printers.
- Software:
  - Operating system (XP-SP3, Windows Server R2-2003, Windows7 & 10)
  - Library Management Software (SOUL 2.0)
  - Utility software (MS-Office, Acrobat Reader)
  - In-house developed software (Library portal, Bar-codes, Interfaces)

## LIBRARY MEMBER

Members Category	No.
Students (UG + PG)	4611
Research Scholars	21
M. Phil	25
Ph. D Course	25
Teachers	97
Officers	06
Staff	21
Retired Teacher	05
<b>Total</b>	<b>4,810</b>

## BORROWING FACILITIES

Category of Borrowers	No. of Books	Duration of Loan
Teachers	30	30 Days
Officers	30	30 Days
Technical/ Professional Staff	02	30 Days
Non-teaching staff	02	30 days
Research Scholar	02	30 Days
Ph. D Course	02	30 Days
Student (M.Phil)	02	30 Days
Student (P.G.)	02	15 Days
Student (U.G.) Hons.	02	15 Days
Students (U. G.) Pass	01	15 Days

