

Dinabandhu Andrews College Library

Annual Report (June 2023 - May 2024)

Salient Features

1. Location and Accessibility:

- The library is located on the ground floor of the main academic building, ensuring easy accessibility for students and faculty.
- It features both open and closed access systems to manage book borrowing effectively. Faculty members have unrestricted access to the stack area, while students receive assistance from library staff for closed access materials.

2. Technology Integration:

- Library management is powered by KOHA (Version 24).
- A computerized bibliographical database is continuously updated for efficient cataloging.
- The RFID tagging process has been successfully completed for all books in the library. A self-check-in and check-out system has been installed for users, including both students and teachers. Additionally, an automatic book drop system has been implemented to enhance user convenience and streamline the return process.

3. Security Measures:

- The library is under 24×7 CCTV surveillance to ensure safety.
- A monitor displays live surveillance feeds within the library premises.

4. Facilities:

- Internet and reprographic services are available for users.
- Web-OPAC (Online Public Access Catalog) and e-resources are accessible to the students.

5. Collections:

- Total books procured this year: 1169 volumes.
- 8 journals, 38 magazines and two daily newspapers (one Bengali and one English) are regularly subscribed.
- The library participates in the UGC N-LIST consortium and is a member of British Council Library in Kolkata.

6. User Engagement:

- Students enrolled: 10372
- Books issued: 1951; Books returned: 1883
- Faculty members served: 796
- Internet and computer searching facilities availed by 2248 users.

SANCTIONED POSTS IN THE LIBRARY:

- **Librarian** – Two
- **Library Clerk** – One (Vacant)
- **Library Attendant** – Two

New Initiatives

- **Career Guidance Section:** Running since 2008, it now includes weekly career-related newspapers, journals, and books on general knowledge and current affairs.
- **Event Organization:** Eight seminars/webinars were conducted this year, focusing on academic and career growth.
- **Infrastructure Development:** LCD projectors and additional seating were procured for the UG & PG Library.
- **Rare Books corner:** A collection of rare books section has been opened for the visitors.

Annual Highlights

- **Digital Transformation:** Cloud-based services, including e-content, class notes, and question papers, were enhanced.
- **Artistic Additions:** A book sculpture was installed at the library entrance, symbolizing the institution's dedication to knowledge.

Challenges

- Processing untagged gift collections.
- Regularizing the procurement of periodicals.
- Enhancing RFID tagging for the closed-access books.

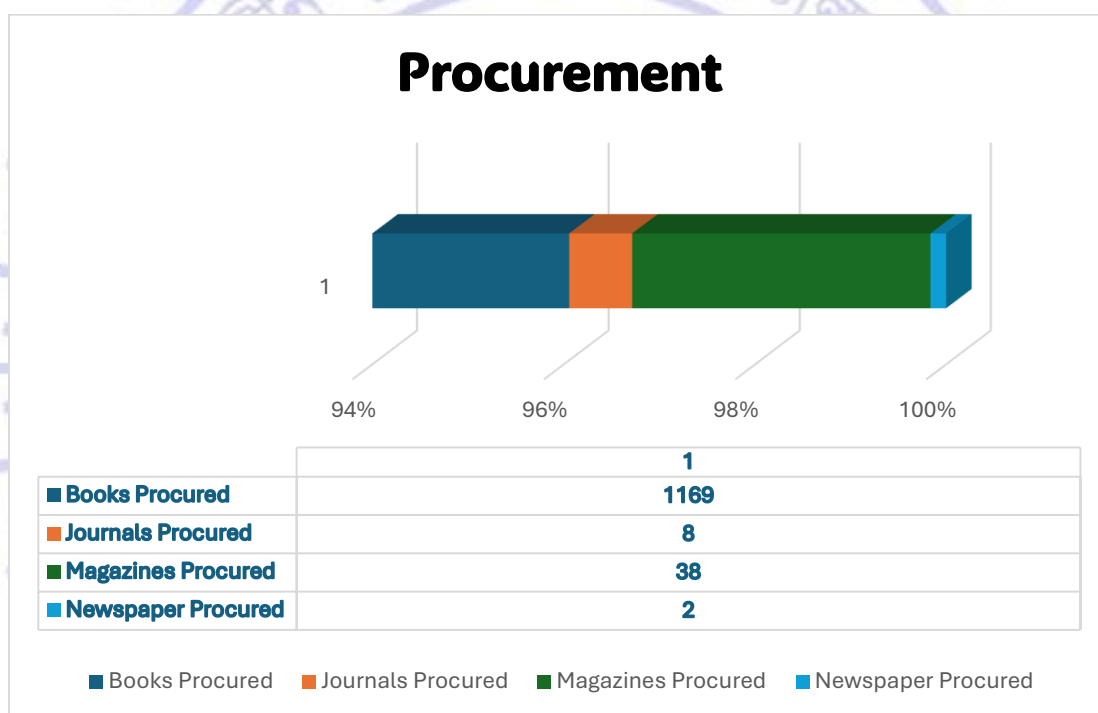
Future Plans

1. Complete the tagging of all books with RFID.
2. Procure and install a sanitization machine at the library entrance.

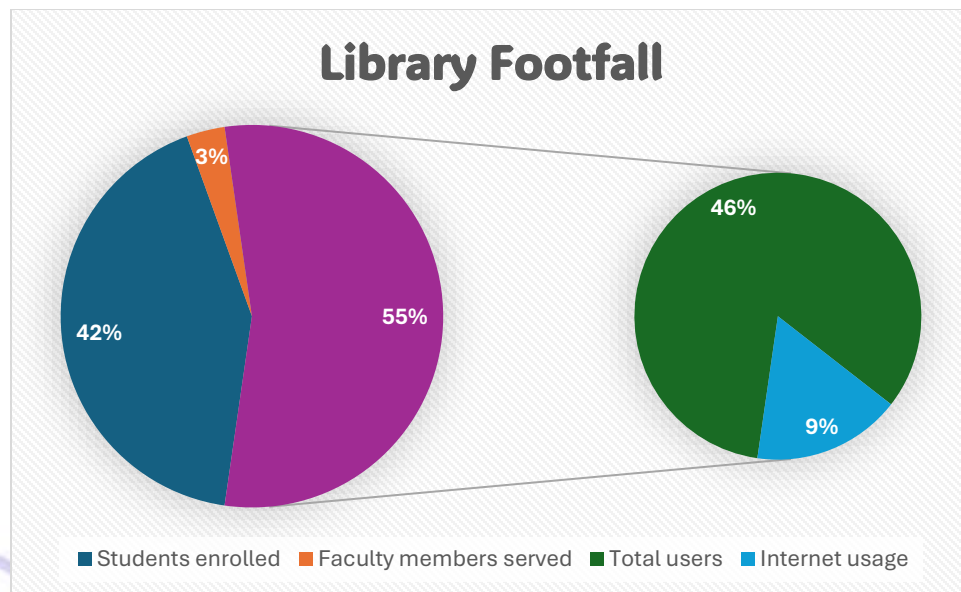
3. Celebrate Library Day and publish a Little Magazine annually.
4. Develop a specialized digital resource hub for postgraduate students.

PROCUREMENT OF BOOKS & JOURNALS:

- **Books Procured:** 1169
- **Journals Procured:** 08
- **Magazines Procured:** 38
- **Newspapers Procured:** 02

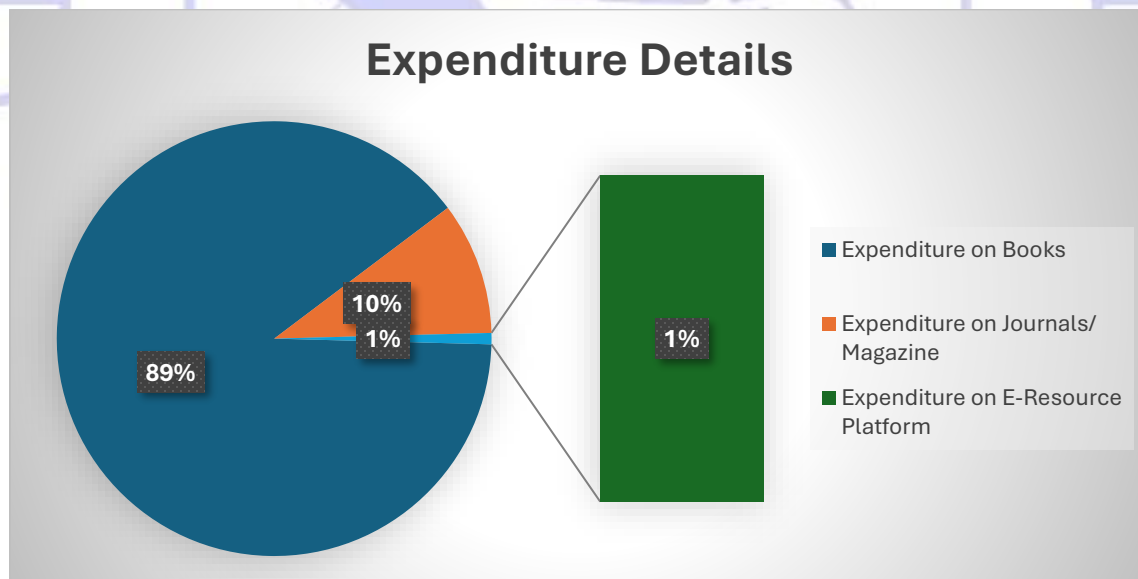


- **Usage Statistics:**
 - **Total users:** 11168
 - **Books issued:** 1951 | **Books returned:** 1883
 - **Internet usage:** 2248



- **Expenditure:**

- **Books:** Rs. 629179
- **Journals/ Magazine:** Rs. 69432
- **E-Resource Platform:** Rs. 5900



Conclusion

The Dinabandhu Andrews College Library remains dedicated to offering high-quality resources and services that enhance the academic endeavors of both students and faculty. Through ongoing advancements and forward-thinking initiatives, the library upholds its position as a vital pillar of academic excellence.

