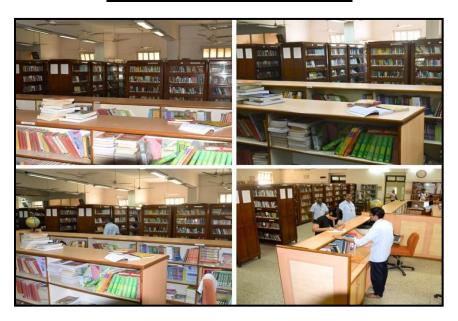# Library Annual Report

2022-23

LIBRARY REPORT

Librarian: Mr. Santosh Patil

"Those who judge will never understand and those who understand will never judge."   -Gautama Buddha

The college library has been the resource center for students, teachers, and researchers. It plays a vital role in teaching, learning, and research. Nowadays we witness that information technology has transformed the packaging, processing, storing, and dissemination of information. It has made a great influence on the information-seeking patterns of students and teachers. Every user wants information at a click of a button. No library can afford to lag behind in such a rapidly changing educational environment.

To meet the changing needs of readers, our college library expanded its efforts to bring in a cybernetic setup to provide access to its readers by subscribing to major online databases and online peer-reviewed journals to keep pace with changing environment and concomitant demand for quick access to information sources byusers. We produced library holdings metadata and provided online reference services. The college library began digitizing in-house materials such as question papers, faculty research publications, and newspaper clippings, among other things. The database is accessible via the college's website, http://rapodar.ac.in/library.php, under the headline 'Podar Digital Archive.'

New additions during the year: This year, the college library added 856 books and subscribed to 54 (National and International) Journals and 05 online databases.

Library also renewed its subscription to INFLIBNET's NLIST to support research in the college.

Total Collection of the Library

Books	76222	Thesis	14
Periodicals	54	CDs	1600
Online Journals	12000	Audio Cassettes	61
Online Databases	04	Video Tapes	45
N-LIST e-books	5,,99,000	Maps	211

Library Services: Along with the Book Bank facility, the College library also renders other services like Home reading, Reference, Documentation, Photocopying, Bibliography, Interlibrary Loan, Current Awareness Service, and Internet surfing. The library also conducted training for teachers and students for hands-on Practice on online Databases, e-Journals, Online Public Access Catalogue, etc.

Upgradation of Library Racks under RUSA Grants: This year College library has purchased 42 steel racks with sliding doors under the RUSA (Rashtriya Uchchatar Shiksha Abhiyan) Grants sanctioned for 'Enhancing quality and infrastructure of select autonomous colleges. The total cost of the racks is Rs 13 lakhs. These closed-door racks will help us to protect the rare collection of the library as these volumes are out of print and a very important source of information.

Upgradation of SLIM21 to iSLIM under RUSA Grants: This year college library has upgraded its existing library s/w SLIM21 with iSLIM which is a completely online cloud-based interface. This online portal would benefit library users with 24 x 7 days of free access to the library's holding. The College library has been using the present library software for more than 19 years. The library has already been fully computerised with all major modules namely Acquisition, Cataloguing, Circulation, and Serial Control. OPAC (Online Public Access Catalogue). OPAC is available online. Almost all transactions are made through computerised operations.

Creation of Video Conferring Room under RUSA Grants: We have created a Video Conferencing Room after following the due course of procedure under the financial support of RUSA under component 8. This facility has been created to enable our teachers and students to create digital content and arrange for online meetings and other activities. The total cost for the same comes to Rs 15 lakhs.

Book Bank Scheme: The sets of books are given under both the schemes, the University of Mumbai Book bank Scheme, and the College Book Bank scheme.

Best Reader Award: The 'Best Reader of the Year' 2021-22 was given to the following two students, who were selected by the Library Advisory Committee members in itsmeeting on January 23, 2023.

1. **Ms. Tanaya Vikas Kambli**   : T.Y.B.M.S. – 1st Prize

2. **Ms. Mukti Mahesh Satra**   : S. Y. J. C. .– 2nd

PrizeLibrary Advisory Committee:

1. Dr. (Mrs.) Shobhana Vasudevan (Principal)   : President
2. Mrs. Manjusha Sawant   : Chairperson
3. Mr. Santosh Patil (Librarian)   : Secretary
4. Mrs. Jajoo Kavita (Vice Principal)   : Member
5. Mr. Madhav Gavande (Vice-Principal-Jr Col.)   : Member
6. Mr. Suryaknat. Pagare   : Member
7. Mr. Kapildeo Indurkar   : Member
8. Mrs. Sudarshana Saikia   : Member
9. Mrs. Divya Lalwani (SFP Coordinator)   : Member

"Knowledge speaks, but wisdom listens."

Library Committee Report Submitted To S.P. Mandali

2022-23

संस्थेचे नाव ः **रा. आ. पोदार वाणिज्य वरिष्ठ महाविद्यालय मुंबई ४०००१९**

१) अहवाल वर्षाअखेरचा नोंदवहीतील क्रमांक ः ९८५५२

२) अहवाल वर्षारंभीची प्रत्यक्ष ग्रंथसंख्या ः ६३००२

३) अहवाल वर्षी **२०२२-२३** पर्यंतची ग्रंथसंख्या ः ६४११३

४) अहवाल वर्षी नोंद झालेल्या ग्रंथांची संख्या ः ११११

५) एकूण प्रत्यक्ष ग्रंथसंख्या ः ६४११३

६) अहवाल वर्षी रद्दवातल करावयाच्या ग्रंथांची संख्या व किंमत ः ग्रंथ संख्या ८३९ कि.रु. २३५५०/-
(यादी क्र. १ व २ सोबत जोडली आहे)
(यादी क्र. ३ जुनी नियतकालिके संख्या २०२ कि.रु. ५०३२५५

७) हरविलेले परंतु ज्यांची किंमत वसुल करता येत नाही अशा
ग्रंथांची संख्या व किंमत (परत **न** केलेली पुस्तके) ः --

८) अहवाल वर्षी गहाळ म्हणून कळविलेल्या ग्रंथांची संख्या व किंमत ः ग्रंथ संख्या १८ कि.रु. ३५४.३६/-

९) न सापडलेली म्हणुन रद्दवातल करावयाच्या ग्रंथांची संख्या व किंमत ः --

१०) अहवाल वर्षी गहाळ झालेल्या पुस्तकांसंबंधी अहवाल ः यादी क्र. ०४ सोबत जोडली आहे

११) अहवाल वर्षी नवीन घेतलेल्या पुस्तकांचा तपशील ः खालीलप्रमाणे

अ) ग्रंथवहीत नोंद झाली आहे काय? ः होय

व) अर्थसंकल्पात ग्रंथालयासाठी मान्य झालेला खर्च ः वरिष्ठ +बी.एम.एस.= एकूण (रु)
७३४८१२/- + ४८६७०/- = ७८३४८२/-

क) प्रत्यक्ष पुस्तकांसाठी केलेले खर्च ः पुढीलप्रमाणे

१) पुस्तके ः रु ६०६९७७/-

२) नियतकालिके (न्यू आणि रिन्यूअल) ः (प्रिंट व इलेक्ट्रॉनिक) रु.१४८१८५/-

३) स्टेशनरी व इतर ः रु २८३२०/- (AMC of SLIM)

४) पुस्तके बांधणी ः --

५) छपाई ः --

१२) ग्रंथालय सदस्याची सही ः

१३) संस्थेतील विद्यार्थ्यांची संख्या व शिक्षकांची संख्या ः विद्यार्थी शिक्षक

१४) ग्रंथालय सेवक : लेखनिक व शिपाई ः लेखनिक ०२, ग्र.परिचार ०४, शिपाई ०१

१५) ग्रंथालयाच्या अडचणी व शिफारशी ः सहायक ग्रंथपाल १, लेखनिकाच्या २ व
ग्रंथालय परिचाराच्या ८ जागा रिक्त आहेत.
त्यामुळे कामाचा प्रचंड ताण पडतो.

१६) अहवाल वर्षाच्या अखेरीस असलेली ग्रंथसंख्या ः ६३२७४

संस्थाप्रमुख

Library Committee Report : AY 2022-23

Name of the Institute :R. A. Podar College of Commerce and Economics (Autonomous) Mumbal-400019

1) The number in the register by the end of the reporting year : 98552
2) Actual number of books in the reporting period : 63002
3) Bibliography up to the reporting 2022-23 year : 64113
4) Number of Books recorded in the reporting year : 1111
5) Total number of books in the library : 64113
6) Number and cost of books to be cancelled in the reporting Year : No. of Book 839 Rs.23550/-
7) Number and cost of Volumes lost (unreturned books) : --
8) Number & cost of books reported as missing during : No of Books 16 Rs.354.36 /-
   the reporting year
9) Number & cost of books to be canceled as not found : --
10) Reports regarding missing books : Attached with List no.4
11) Details of newly acquired books as per reporting year : As Below
     a) Is it recorded in the register? : Yes
     b) Sanctioned budget amount for library : Degree +BMS +Autonomous= Total(Rs)
          734812/- + 48670/- = 78482/=

     c) Expenditure incurred on actual books : As follows

      1)Books : 606977
      2) Periodicals (New and Renewal)) : (Print & Electronic) Rs 148185/-
      3) Stationery and others : Rs.28320/- (AMC of SLM)
      4) Binding of books : --
      5) Printing : --
12) Signature of library member -
13) Number of students and Teachers in the Institution : Students'   Teachers
14) Library assistance : Clerk 02, Library Assistant 4 Peon 01

15) library Problems & recommendations : Library assistance 1, Library clerk 2,
                                        Library attended 8 post vacant which
                                        increases workload
16) total number of books at the end of reporting period : 63274