



किरोड़ी मल कॉलेज

दिल्ली विश्वविद्यालय, दिल्ली - 110007

Kirori Mal College

University of Delhi, Delhi - 110007

Email: principal@kmc.du.ac.in

Tel. No.: 011-27667939

Website: kmc.du.ac.in



4.2.1 Description of Kirori Mal College Dr. N.S Pradhan Library

Dr. N.S. Pradhan Memorial Library, the College Library of Kirori Mal College (University of Delhi), Delhi is equipped to meet essential academic and intellectual needs of its users. It is spacious, spread on two floors and a new floor is being added to make it more user friendly. Open access system, Spacious reading rooms provide an atmosphere conducive to study. The college library is under CCTV surveillance.

Reading Halls: The College Library has two fully air-conditioned reading halls with a total seating capacity of 150. It also has a separate reading room with air-condition, for Faculty members.

It has **Portal Room** inside the College Library and it facilitate the computer and printing facilities to all Faculty members and Students.

The **NETTLIB** automated library of the college boasts a rich collection of 161583 bar coded books, subscription to 51 print magazines and journals, 19 newspapers in the academic year 2019-2020, and access to thousands of e-journals through Delhi University Library System (DULS) and NLIST. Collection is continuously updated with changes in curriculum. It has 84 Angel (Talking Digital Daisy Players), 81 laptops which are issued to the visually challenged students for 3 years.

- **Name of ILMS software: NETTLIB**
- **Nature of automation: Fully Automated**
- **Version: 3.0.3**
- **Year of Automation: 2002**

In-house / Remote Access to e-Resources: The users can access e-resources through University of Delhi website on the computers installed in the College Library. Library is member of N-LIST programme of INFLIBNET to provide off site access to various e-journals and e-books etc.

Subscription of e-resources: The college has access to the following through Delhi University Library System (DULS) and NLIST

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources



किरोड़ी मल कॉलेज

दिल्ली विश्वविद्यालय, दिल्ली - 110007

Kirori Mal College

University of Delhi, Delhi - 110007

Email: principal@kmc.du.ac.in

Tel. No.: 011-27667939

Website: kmc.du.ac.in



Download: The users can also download documents and other information from the various databases and electronic journals provided to the College through DULS and N-List. as per their needs and requirements.

Reference: College Library provides access to all reference collections including encyclopedias, yearbooks, dictionaries, atlas, biographies, competition books and reports etc. All these reference books are for consultation only.

New Arrival Display Service: Books newly added to the library are displayed on the display stands before they are released for loan.

All the suggestions are discussed and analyzed by the Library Committee in its meetings held at regular intervals for further development/improvement.

Newspaper & Magazines: Newspaper reading Huts and magazine stands are provided for the readers on first floor.

System for Feed-Back: Feed-back register has been placed in the college library wherein the users can give their feed-back and suggestions.

Kirori Mal College Library is connected to Delhi University network with access to DULS databases and e-resources. It is member of N-LIST (a programme of INFLIBNET) to provide remote access to users to huge number of e-resource. Library is Wi-Fi enabled for internet connectivity.

Library Membership: The membership of the College Library is open for all the bonafide students, teachers, and non-teaching staff of the College. The library card is non-transferable.

Library Timings: The College Library is open five days a week (Monday to Friday). Timings are 9.00 AM to 5.30 PM excluding Saturdays, Sundays, and Gazetted holidays.

Lending service 9.15 AM to 4.00 PM.

However, during examination days the College Library is open on all seven days. (Dates and time are displayed on Notice Board during Examination days)

Admission to the College Library: While entering the library, the user must show his/her valid Identity Card/Library card at the Entrance Gate Private books and personal belongings are not allowed inside the library. The students may keep their bags and belongings (except valuable items such as money, passport, credit/debit cards/mobile phones, laptops etc.) at the Property Counter outside the Library and get a token issued from there, which must be surrendered to the Property Counter staff at the time of leaving the library for getting back the belongings deposited there. In the event of loss of the token, the user must pay admissible fine.



किरोड़ी मल कॉलेज

दिल्ली विश्वविद्यालय, दिल्ली - 110007

Kirori Mal College

University of Delhi, Delhi - 110007

Email: principal@kmc.du.ac.in

Tel. No.: 011-27667939

Website: kmc.du.ac.in



Issue System: A user has to present College Identity Card cum Library Card for the issuance of the desired book on loan. The period of loan is 15 days. The number of books issued to different category of members are as under:-

Member Category	No of Books
Pass Course	3
Honours Course	4
M.A. / M.Sc	5
Non-Teaching Staff	20
Permanent Teachers	50
Ad-hoc Teachers	6

Conditions of Borrowing of Books: At the time of issuance of a book before leaving the counter, the user must satisfy himself / herself that the book issued to him/her is in sound condition. If the book is damaged or torn out, the user should bring the same to the notice of the counter staff for getting another copy of the book, if available. At the time of return of the book, if any damage or injury to the book is noticed, the member shall be deemed responsible for the same and will be required to replace the book either of the same edition or the recent edition to the library or he/she has to pay an amount equivalent to the current price of the lost book plus processing / binding charges.

Loss of Books: The user is responsible for the safe custody of all the books issued to him/her. In the event of loss of a book, the student is required to replace the book either of the same edition or the recent edition to the library or he/she has to pay an amount equivalent to the current price of the lost book with processing/binding charges.

Loss of Library Membership card / Identity Card: A student who loses or damages his/her Identity card shall make a written report to the Office of the College and she/he will be issued a duplicate Identity Card after paying admissible fine. Member shall be held responsible for any misuse of lost or damaged Identity Card.

Reference Books, Newspapers, Magazines, Journals, Previous Year Question Papers, Syllabus, and other reference materials kept in the College Library will not be issued to anyone under any circumstances. However, the user is allowed to consult them inside the College Library.

Overdue Fine: All the books issued on loan must be returned by the users on or before the Due Date stamped on the Date Slip of the book. In case of late returning of the book, an Overdue Fine @ Rs. 1/- per day per book will be levied on the user.

OPAC KIOSK: OPAC (On-line Public Access Catalogue) is the tool for searching the collection of the library. This provides facility to search and check the availability of the document/(s) of your choice in the library. The documents could be searched by several access points viz. Title, Author, Subject, Publisher, Keywords, etc. These access points could be used individually or in conjunction with each other using Boolean operators AND / OR for searching the documents.



किरोड़ी मल कॉलेज

दिल्ली विश्वविद्यालय, दिल्ली - 110007

Kirori Mal College

University of Delhi, Delhi - 110007

Email: principal@kmc.du.ac.in

Tel. No.: 011-27667939

Website: kmc.du.ac.in



Atmosphere of Study: As the Library is a place for individual study, it is necessary to maintain quiet, calm, and dignified atmosphere inside it to let all the user's study without causing disturbance of any sort to the fellow users. Talking and discussion inside the library are strictly prohibited.

Book Bank: The College Library houses a Book Bank, with a rich collection of books with yearly addition of around 20 books covering all the disciplines taught in the College. The books are procured in the Book Bank strictly keeping in view the demand of the students. It renders services to the students by providing them with the textbooks (Maximum 02) of their choice for the whole academic session. The students are required to apply for getting this facility as and when notified. To ensure transparency in distribution, books are issued on first come first serve basis. Students are required to return these books before the commencement of their examinations to get Clearance/No Dues from the library.

Property Counter: The Library offers the facility of property counter to its users. Users are required to deposit their Bags (excluding valuable items such as money, passport, credit/debit cards/mobile phones etc.) with the property counter attendant before entering the library. But they are advised not to carry any valuable belongings / cash / jewelry etc. for which they themselves be responsible.

Special Facilities offered by the Library to the Divyangjan: There is a ramp at the entrance of the College Library for the purpose of facilitating the access of Divyangjan users in the library. Divyangjan users are not required to wait in the queue for issue/return of the books. The library staff addresses the requirements of all such users on priority basis. The library is providing Angel, Laptop (Think Pad), talking digital daisy pocket player and braille books / Magazines for the benefit of Divyangjan. Delhi University Braille Library Membership is also provided to the visually challenged students where they are provided with all their reading material both in Braille format as well as audio.

User Orientation and Awareness: All the newly enrolled students are made aware about the various facilities provided by the College Library every year during Induction/Orientation Programme organized on the very first day of the start of the new academic session. The students are also helped and trained in searching the books in the College Library by the library staff.

Current Awareness Service: The Library provides various important services like Current Awareness Services (CAS), Reference Services, information regarding examinations, results, syllabus, etc.

The College Library Committee: The College Library is administered by the Library Committee. The Librarian holds the position of Member Secretary while the teachers-in-charge of all the Departments of the College are the members of the Library Committee. The Staff Council of the College elects a Convener of the Library Committee. The tenure of Convener is two years and teachers-in-charges are one year. Being a statutory body of the library, it gives its recommendations for the betterment of the library and its services from time to time. The college Library acquires books and reading resources on the recommendations of the Teachers-in-charge of the various departments of the College. Some of the general and reference books needed by the library are purchased by the Librarian in consultation with the convener of the Library Committee.



किरोड़ी मल कॉलेज

दिल्ली विश्वविद्यालय, दिल्ली - 110007

Kirori Mal College

University of Delhi, Delhi - 110007

Email: principal@kmc.du.ac.in

Tel. No.: 011-27667939

Website: kmc.du.ac.in



At the beginning of the new academic session, a tentative budget is allocated to the various departments.

Print Collection: - The library has a total collection of about 1,50,000 printed volumes including books, textbooks, and bound volumes of journals. Books are organized in open access shelves in various collections.

General Collection: - This is the largest collection of books in the library. Books for professional reading, research and supplementary texts are kept in this collection.

Reference Collection: - While most books are available for loan, books in General Reference section and text reference can only be consulted within the library. Subject to copy right regulation this material can be photocopied. Photocopy service is not available in the library, but photocopy shop of the campus can be used.

Textbook Collection: - Textbooks for different courses being run in the college are kept in a separate collection. These are issued to students for a short duration.

Book Bank: - Students can avail of book bank facility. The facility is meant primarily for students of weaker sections. Books can be issued for the whole semester.

Journals and Magazines: - Journals with professional and research orientation are subscribed by the Library. General magazines are also subscribed by the library. Library subscribes to several daily newspapers (English, Hindi as well as Urdu).

Questions Papers: - Questions papers of past years are available at the help desk for reference and are also available at the DU Website.

Non-print collection (Electronic Resources): - College has access to many online electronic resources, such as bibliographic databases and electronic journals. These are available through UGC-Infonet consortium link of UGC Consortia through Delhi University Campus network. Library is member of N-LIST programme of INFLIBNET to provide off site access to various e-journals and e-books etc.

E-RESOURCES

In-House Access: Library users can access E-journals and E-books in the library which are subscribed by University Library System through Delhi University wide-network.

Delhi University Central Library E-resources : <http://crl.du.ac.in/sub.database/SUBS.E-RESOURCE.htm>

Subject wise e-resources: <http://crl.du.ac.in/subjectportal>

DU e-journals: <http://journals.du.ac.in/>



किरोड़ी मल कॉलेज

दिल्ली विश्वविद्यालय, दिल्ली - 110007

Kirori Mal College

University of Delhi, Delhi - 110007

Email: principal@kmc.du.ac.in

Tel. No.: 011-27667939

Website: kmc.du.ac.in



Remote Access: Library users can access E-journals and E-books in the library as well as elsewhere out through the N-LIST Programme.

N-LIST E-resources : <http://nlist.inflibnet.ac.in/>

PERIODICALS

Library is subscribing 15 Journals and 38 Magazines.

PRINT JOURNALS

- Analytical Monthly Review
- Bio-Tech Exp.
- Bio-Spectrum
- Down to Earth
- Economic & Political Weekly
- Electronic for you
- Goods and Services Tax (GST)
- Indian Historical Review
- Indian Journal of Public Administration
- Kurukshetra
- Library Herald
- Resonance
- Seminar
- Social Scientist
- University News