



Marwadi
University

Marwadi University Library Audit Committee – 2022

Committee Members

1. Dr. Sarang Pande

Signature

A handwritten signature in blue ink, appearing to read 'Sarang Pande'.

2. Dr. Neeraj Kumar Dubey

3. Dr. Nongathambam Bangkim Singh

A handwritten signature in blue ink, appearing to read 'Nongathambam Bangkim Singh'.

4. Dr. Mahendrapal Singh Rajput

A handwritten signature in blue ink, appearing to read 'Mahendrapal Singh Rajput'.

5. Dr. Yagnik Dave

Date of Audit: 15th July 2022

Audit Report

Mission & Vision

MU Vision and Mission available at all library floors

Organization structure of the Library MU (along with qualifications & experience)

[In library office records]

Library Organogram Attached

Advisory Committee of Library MU & its effective functioning

Details attached

Infrastructure

A. Facilities		Remarks
i	Space (area, m ²)	2320 Sq. M (24972.26 Sq. Ft.)
ii	Reading chairs	500
iii	Reading tables	127
iv	Books racks	175 (Big, Small and Baggage counter Racks added)
v	Magazines racks	9
vi	Proper ventilations	Yes
vii	AC rooms	Central AC
viii	Non AC rooms	2 Office and 1 Computer lab at ground floor library
ix	Discussion rooms	4
x	Reading rooms	
xi	Notice board	5
xii	Newspaper racks	3

B. ICT Infrastructure and Know-how		Remarks
I	Computer	69
ii	Computer with internet facility (LAN/wi-fi)	All systems connected with LAN Wi-Fi routers installed at every floor.
iii	E-resources Books	Subscribed EBSCO Academic Collection and IET eBooks packages
Iv	E-resources Journals	IEEE and IET collection total
V	E-resources Magazines	Open Access Resources and Open Access Journals list displayed on library web portal for use.
vi	E-resources (others)	

Access of the on-line and Internet services in the library to the students and faculty (hours, frequency of use, subscriptions, licensed software).

IEEE, EBSCO eBooks collection and Manupatrasubscribed for users.

Extents of library services computerized.

All library functions are computerised like:

- Book's recommendation
- OPAC
- Circulation through Face and Biometric technology
- Using RFID technology integratedwith ERP system

Use of INFLIBNET / DELNET / IUC facilities? If yes, give details.

YES details attached

Purchase books and journals during the last five years.

Title	Volume	Total	Expenditure (INR in Lakhs)
4156	5096	9252	65.31

Circulations of new arrival books/journals etc. through mails/telegrams

i. Books: Physical display at library

ii. Journals: Display at library

Special facilities offered by the library to the visually and physically Challenged persons.

In process to procure KIBO device:

- Kibo XS is India's first Multilingual Scanning and Reading device that connects seamlessly to any Computer or Laptop and helps you -
- Listen printed and handwritten content across 60 Global languages including 13 Indian Languages (English, Hindi, Malayalam, Punjabi, Gujarati, Marathi, Sanskrit, Kannada, Tamil, Telugu, Bengali, Assamese, and Urdu) in real-time
- Translate documents across 100+ languages in real-time and have it read out to you
- Digitize and download both Original and Translated documents in Editable Unicode formats like DOC, DOCX, TXT and even PDF/Images
- Save documents on Kibo Cloud for anytime, anywhere access across multiple devices

Use of library - (All Data 1st June 2021 to 31st May 2022)

Teachers and staff spending time in Library

Teachers and staff	
Timings	Users' numbers
15 Minute	973
30 Minute	776
1 Hours	347
2 Hours	124
3 Hours	93
4 Hours	62
Single Entry only In or Out	765
Total	3140

Walk-in users in the library

Sr. No.	Faculty of	Teachers and staff			
		Weekly	Fortnightly	Monthly	Annually
i	Teachers and staff	65.22255	139.76261	279.5252	3140
Total		3140			

Students spending time in Library

Students	
Timings	Users' numbers
15 Minute	14639
30 Minute	49519
1 Hours	21913
2 Hours	9838
3 Hours	8367
4 Hours	11457
Single Entry only In or Out	5318
Total	121051

Sr. No.	Faculty of	Students			
		Weekly	Fortnightly	Monthly	Annually
i	Students	2514.41	5388.02	10776.05	121051
Total		121051			

B. Borrowing books from Library

Sr. No.	Description	Faculty			
		Weekly	Fortnightly	Monthly	Annually
i	Teachers and staff	96.75371	207.3293769	414.6588	4658
Total		4658			

Sr. No.	Faculty of	Students			
		Weekly	Fortnightly	Monthly	Annually
i	Students	1167.00	2500.72	5001.45	56183
Total		56183			

Number of log-in's into the e-library services/e-documents delivered per month (Efforts made towards developing on-campus electronic environment and encouraging e-deliveries may be mentioned)

IEEE, EBSCO and Manupatra usage details attached.

Membership of library networks (INFLIBNET/DELNET) and Consortia (UGC INFONET/ INDEST) or any other

Yes details attached

Number of journals (National + International) and other library resources (i.e CDs / Cassettes etc.):

Journals: 72 CD/DVD:

Library resources are augmented every year with newer editions and titles

Based on Subject faculty recommendation and utilization we may update.

Stock verification conducted: half yearly/yearly/others

Yearly Stock Verification report attached.

Effective and user-friendly library operations (issue of books, getting the necessary references, etc)

Detail attached

Computerization of library and networking with other libraries.

DELNET and British Library details attached

Suggestion complaints maintain through MU online login.

Development of a website/web page for the library including all the services and necessary information.

Separate library web portal available.

<https://library.marwadieducation.edu.in/>

Establishing linkage with other libraries and avail free/ nominal fee services.

Membership availed from DELNET and British Library.

Development of electronic environment on the campus and encouragement to e-deliveries.

Through institute email, Library is providing required article and books chapter for research purpose.

Developing linkage with the functional units of the universities.

- Information Centre: Create Digital repository for access MU Thesis and dissertation, press clippings and research papers through MU Repository.
- Computer Centre: Dedicated Research centre at 6th floor library and Param Savak supercomputer available at 6th floor library for research data analysis.
- Training & Placement Cell: Will procure Training and placement related collection according to their requirement.
- Student welfare Directorate: Books for the Readers, by the Readers rack available at 6th floor library where any reader can take books and any reader can donate books. There is no any inventory and user entry maintained. Activity promotes the reading culture.

Conducting Exhibitions/Demonstrations/Lectures on Current Issues.

Organise Webinars and Trial access of various Research platforms and displayed Books on Important days ex. Women's Day displayed Women writers' books at the library. On World Book Day and Copyrights Day we organised Copyright's awareness seminar etc.

Accounting Audit

The following books bearing Call no. has been verified by the committee:

0020213, FT0005142, PG0002015, MU0002100, FL0001300, LJB0001001, PM0001141, PT0000541

Observations:

- Very Good display of Books and Journals.
- Sophisticated Books Issue and Return Process.
- Library participated in Various Events through Special Display and Decoration.
- Regular Books Talk and Events organised at library

Suggestions:

- Kindle utilization must be enhanced throughout the academic session
- Library utilization by the faculty & students must be enhanced – Library can organize regular events to improve use of the library, book reading are being regularly done.
- Awareness programme for library utilization must be conducted regularly for faculty & students.
- Implement Multi-face Recognition's systems to save the time of users and further data analysis.

Marwadi University
Library – Learning Resource Centre

July 14, 2022

To,
The Registrar-MU

SUB: Report of Library Stock Verification (2022)

Dear Sir

This refers to the Stock taking exercise in the MU Library for the Year 2022. The exercise was conducted from June 27 – July 13, 2022 by the staff members of the library under my supervision.

The total number of missing books is 2.

As per the regular practice, each library has to submit the stock taking report which is approved by the Registrar-MU.

Detailed list of the missing books attached with this report. Summary of the stock taking exercise is as follows:

Acc. Reg. wise	Missing No. of Books	Price	Remarks
MEFGI	2	621.00	(396.00 + 225.00)
FOT	0	0	
FOPG	0	0	
FOA	0	0	
MU	0	0	
FOL	0	0	
FDS	0	0	
FOPM	0	0	
FOPH	0	0	
Total		0	

Thanking you and with regards.


Librarian

Marwadi University Library Audit Committee - 2019

Committee Members

1. Dr. Sarang Pande

2. Dr. Meeta Joshi

3. Dr. Nongathambam Bangkim Singh

4. Dr. Mahendrapal Singh Rajput

5. Dr. Yagnik Dave

Date of Audit: 10th July 2019

Signature











Audit Report

Mission & Vision

MU Visio and Mission available at all library floors

Organization structure of the Library MU (along with qualifications & experience)

[In library office records]

Library Organogram Attached

Advisory Committee of Library MU & its effective functioning

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Infrastructure

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iii	Reading tables	127
iv	Books racks	175 (Big, Small and Baggage counter Racks added)
v	Magazines racks	9
vi	Proper ventilations	Yes
vii	AC rooms	Central AC
viii	Non AC rooms	2 Office and 1 Computer lab at ground floor library
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x	Reading rooms	
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iv	E-resources Journals	IEEE and IEI collection total
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Access of the on-line and Internet services in the library to the students and faculty (hours, frequency of use, subscriptions, licensed software).

IEEE, EBSCO eBooks collection and Manupatrasubscribed for users.

Extents of library services computerized.

All library functions are computerised like:

- Book's recommendation
- OPAC
- Circulation through Face and Biometric technology
- Using RFID technology integratedwith ERP system

Use of INFLIBNET / DELNET / IUC facilities? If yes, give details.

YES details attached

Purchased books during the current years.

Title	Volume	Total	Expenditure (INR in Lakhs)
665	1138	1803	10.51

Circulations of new arrival books/journals etc. through mails/telegrams

i. Books: Physical display at library

ii. Journals: Display at library

Use of library - (All Data 1st June 2018 to 31st May 2019)

Teachers and staff spending time in Library

Teachers and staff	
Timings	Users' numbers
15 Minute	1982
30 Minute	5472
1 Hours	1039
2 Hours	861
3 Hours	397
4 Hours	89
Single Entry only In or Out	1543
Total	11383



Walk-in users in the library

Sr. No.	Faculty of	Teachers and staff			
		Weekly	Fortnightly	Monthly	Annually
i	Teachers and staff	230.29	493.48	986.96	11383
Total		11383			

Students spending time in Library

Students	
Timings	Users' numbers
15 Minute	44937
30 Minute	55109
1 Hours	34284
2 Hours	19703
3 Hours	12849
4 Hours	24391
Single Entry only In or Out	21464
Total	212737

Sr. No.	Faculty of	Students			
		Weekly	Fortnightly	Monthly	Annually
i	Students	4303.92	9222.70	18445.40	212737
Total		212737			

B. Borrowing books from Library

Sr. No.	Description	Faculty			
		Weekly	Fortnightly	Monthly	Annually
i	Teachers and staff	237.41	508.74	1017.48	11735
Total		11735			

Sr. No.	Faculty of	Students			
		Weekly	Fortnightly	Monthly	Annually
i	Students	1721.15	3688.17	7376.35	85074
Total		85074			

Number of log-in's into the e-library services/e-documents delivered per month (Efforts made towards developing on-campus electronic environment and encouraging e-deliveries may be mentioned)

IEEE, EBSCO and Manupatra usage details attached.

Membership of library networks (INFLIBNET/DELNET) and Consortia (UGC INFONET/ INDEST) or any other

Yes details attached

Number of journals (National + International) and other library resources (i.e CDs / Cassettes etc.):

Journals: 141(List Attached)

Library resources are augmented every year with newer editions and titles

Based on Subject faculty recommendation and utilization we may update.

Stock verification conducted: half yearly/yearly/others

Yearly Stock Verification report attached.

Effective and user-friendly library operations (issue of books, getting the necessary references, etc)

Detail attached

Computerization of library and networking with other libraries.

DELNET and British Library details attached

Suggestion complaints maintain through MU online login.

Development of a website/web page for the library including all the services and necessary information.

Separate library web portal available.

<https://library.marwadieducation.edu.in/>

Establishing linkage with other libraries and avail free/ nominal fee services.

Membership availed from DELNET and British Library.

Accounting Audit

The following books bearing Call no. has been verified by the committee:

0014318	MU0001016	PM0000294
FT0002132	FL0000890	
PG0000900	LJB0000196	

Observations:

- Very Good initiative Books for the Readers by the Readers.
- Additional Transportation facility provided for Library users every day at 8.00PM and Sunday.
- Good Compilation of Open Access Resources in the Library website.

Suggestions:

- Add Master's student thesis and Press clippings in the Institutional Repository
- Implement face Recognition's systems at User Entry and Exit point.
- Add Subject wise Open Access e-journal's list in the web portal

Sr. No.	M/J	N or INTL	Journals/ Magazine Title (2018)
1	J	N	Advances and Applications in Fluid Mechanics
2	J	N	Advances in Indian Software Engineering
3	J	N	Advances in Wireless and Mobile Communications
4	J	INTL	AIMS International Journal of Management
5	M	INTL	Architectural Record
6	M	INTL	Architecture + Urbanism (A+U)
7	M	INTL	Architecture Australia
8	M	N	Architecture, Time, Space and People
9	M	INTL	Artforum
10	J	INTL	Asian Journal of Information Science and Technology (AJIST)
11	J	INTL	Asian Journal of Water, Environment and Pollution
12	M	N	Automotive Abstracts
13	M	N	BBC TopGear India
14	M	N	Be Positive
15	M	N	Bike India
16	J	N	Bulletin of Materials Science
17	M	N	Business Manager
18	M	N	Business Today
19	M	N	Business World
20	M	N	Capital Market
21	M	N	Career 360
22	M	N	Chemical Engineering World
23	J	N	Civil Engineering and Construction Review
24	M	N	Commercial Vehicle
25	M	N	Competition Success Review
26	M	N	Construction World - Indian Edition
27	M	N	Cooling India
28	J	N	Current Development in Artificial Intelligence
29	J	N	Dalal Street Investment Journal
30	M	N	Data Quest
31	J	N	Decision
32	M	N	Digit
33	M	N	Digital Learning
34	M	N	Down to Earth
35	J	N	Economic and Political Weekly
36	M	N	Education World
37	M	N	Electrical and Power Info
38	M	N	Electrical India
39	M	N	Electronics Bazaar
40	M	N	Electronics For You
41	M	N	Electronics For You Plus
42	M	N	Embedded For You
43	M	N	Forbes India
44	M	N	Fortune India
45	M	N	General Knowledge Today
46	J	INTL	Global Journal of Applied Environmental Sciences
47	J	INTL	Global Journal of Engineering Research and Technology
48	M	N	Governance Now

Sr. No.	M/J	N or INTL	Journals/ Magazine Title (2018)
49	J	INTL	Harvard Business Review
50	M		Houses
51	M	N	Human Capital
52	M	N	Images Retail
53	M	N	India Today
54	J	N	Indian Concrete Journal
55	J	N	Indian Geotechnical Journal
56	M	N	Indian Infrastructure
57	J	N	Indian Journal of Advances in Electrical Engineering
58	J	N	Indian Journal of Chemical Technology
59	J	N	Indian Journal of Electronic Circuits, Devices and Systems
60	J	N	Indian Journal of Finance
61	J	N	Indian Journal of Instrumentation Science and Engineering
62	J	N	Indian Journal of Marketing
63	J	N	Indian Journal of Mathematics
64	J	N	Indian Journal of Measurement and Instrumentation Engineering
65	J	N	Indian Journal of Mechanics and Thermodynamics
66	J	N	Indian Journal of Pure and Applied Physics
67	J	N	Indian Journal of Transport Management
68	M	N	Indian Literature (Sahitya Academy)
69	M	N	Indian Management
70	M	N	Infinithoughts
71	M	N	Infrastructure Today
72	M	N	Inside Outside
73	J	INTL	International Journal of Advanced Computer Science & Technology
74	J	INTL	International Journal of Advanced Networking and Applications
75	J	INTL	International Journal of Analog Circuits, VLSI and Bioelectronics
76	J	INTL	International Journal of Control Theory and Applications
77	J	INTL	International Journal of Internet and Computer Security
78	J	INTL	International Journal of Mechanical Engineering and Research
79	J	INTL	International Journal of Mechanics and Thermodynamics
80	J	INTL	International Journal of Power Engineering & Green Technology
81	J	INTL	International Journal of Wireless Networks and Communications
82	M	N	Investors India
83	M	N	IT Next
84	J	N	IUP Journal of Computer Sciences
85	J	N	IUP Journal of Electrical and Electronics Engineering
86	J	N	IUP Journal of English Studies
87	J	N	IUP Journal of Information Technology
88	J	N	IUP Journal of Structural Engineering
89	J	N	IUP Journal of Telecommunications
90	J	INTL	Japan Architect
91	J	N	Journal of Advanced Research in Computer Engineering
92	J	N	Journal of Calcutta Mathematical Society
93	J	N	Journal of Computer Science and Applications
94	J	INTL	Journal of Design History
95	J	N	Journal of Instrumentation and Control Engineering

Sr. No.	M/J	N or INTL	Journals/ Magazine Title (2018)
96	J	N	Journal of Modern Manufacturing Technology
97	J	N	Journal of Networking Technology
98	J	N	Journal of Structural Engineering
99	M	INTL	Landscape Architecture Australia
100	J	INTL	Landscape Journal
101	M	N	Life Positive
102	M	N	Lifting and Specialized Transport
103	M	N	Lighting India
104	J	N	MAPAN - Journal of Metrology Society of India
105	M	N	Mathematics Today
106	J	N	National Journal of System and Information Technology
107	M	N	New Building Materials and Construction World (NBM & CW)
108	M	N	Open Source For You
109	J	N	OPSEARCH
110	M	N	Outlook
111	M	N	Outlook Business
112	M	N	Outlook Money
113	M	N	Overdrive
114	M	N	PC Quest
115	M	N	People and Management
116	M	N	People Matters
117	M	N	Platform
118	M	N	Power Line
119	M	N	Power Today
120	J	N	Prabandhan: Indian Journal of Management
121	M	N	Pratiyogita Darpan
122	M	N	Pratiyogita Kiran
123	J	N	Proceedings (Mathematical Sciences)
124	M	N	Pumps India (Bi-monthly)
125	M	N	Reader's Digest
126	J	N	Sadhana (Academy Proceedings in Engg. Sciences)
127	J	N	Sankalpa: Journal of Management and Research
128	M	N	Science Reporter
129	M	N	Small Medium Entrepreneur
130	M	N	Sport Star
131	M	N	Terra Green
132	M	INTL	The Economist
133	M	N	The Machinist
134	M	N	The Smart Manager
135	M	INTL	TIME
136	M	N	University News
137	J	N	Vikalpa
138	M	N	Voice and Data
139	M	INTL	World of Interiors
140	M	N	XBHP
141	M	N	Yojana (Gujarati)

Marwadi University
Library – Learning Resource Centre

July 05, 2019

To,
The Registrar-MU

SUB: Report of Library Stock Verification (2019)

Dear Sir

This refers to the Stock taking exercise in the MU Library for the Year 2019. The exercise was conducted from June 15 – June 29, 2019 by the staff members & two peons of the library under my supervision.

The total number of missing books is 1.

As per the regular practice, each library has to submit the stock taking report which is approved by the Registrar-MU.

Detailed list of the missing books attached with this report. Summary of the stock taking exercise is as follows:

Acc. Reg. wise	Missing No. of Books	Price	Remarks
MEFGI	1	360.00	
FOT	0	0	
FOPG	0	0	
FOA	0	0	
MU	0	0	
FOL	0	0	
FDS	0	0	
FOPM	0	0	
Total		360.00	

Thanking you and with regards.


Librarian