

**DEPARTMENT
OF
LIBRARY AND INFORMATION SCIENCE
UG LIBRARY PROFILE**



SAROJINI NAIDU VANITA MAHA VIDYALAYA
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Exhibition Grounds, H Y D E R A B A D - 500001 A.P

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UG LIBRARY PROFILE

INTRODUCTION:

“A Library is a Temple of Knowledge”. A center of academic learning, where information is stored systematically, retrieved and disseminated to the students.

Library is **“A University of the Common Man”**. – Jawaharlal Nehru

Aptly said, the benefit of library shouldn't be limited to a few scholars but it should be opened to everybody.

“Scientific Research needs a Library as well as Laboratory”, while for humanities research the library is both a library and laboratory”. – Dr. Radha krishnan

HISTORY OF LIBRARY:

The present library of Sarojini Naidu Vanita Maha Vidyalaya made a modest beginning in 1962. The inception of the library dates back to 1957 when the college was functioning as a tutorial college. In 1962 the composite degree college of Vanita was established. Till 1964 the number of books in the library is 1391. With donation Sri Dhages of 409 books, the total number of books in the library increased to 1800.

In the year 1965 Ms Rohini Reddy had taken over the charge as the librarian, the books then were 2424. Ms. Kaisar Habeeb, MA, BLISc was appointed as the librarian in 1969. She continued as Chief Librarian till her superannuation on 31st July 2002. Ms. Kapota Palika MA, MLISc was appointed as assistant librarian in 1974. She was the incharge Librarian from August 2002 till her superannuation in March 2005. Ms. G.Y.Madhavi joined on 16th January 2003 as Assistant Librarian and she has been working as I/C Librarian from March 2005 onwards. The present Librarian B.Suryakala joined is working since November 1998; the total number of books in the library is 60,856.

STAFF MEMBERS OF THE LIBRARY:-

NAME OF THE STAFF MEMBER	QUALIFICATIONS	DISIGNATION
Mrs. B. Suryakala	M, Li, Sc., B.A, BLISc (MA) Typing in L.G & D.C.A	Librarian
Ms. G.Nalini Reddy	MLISc, M.A(Sociology), B, Sc.B, LiSc PGDCA	Asst. Librarian
Mrs. Kanya Kumari	Inter	Library Assit
Mr. Rakesh		Attender
Mrs. Amurutha		Aaya

PROFILE OF LIBRARY STAFF

Former staff

Ms Kaiser Habeeb M.A & BLISc 1969-2002 (Librarian - Aided Retired)

Ms Kapotha Palika MA MLISc 1974-2005 (Asst. Librarian - Aided Retired)

Existing staff

Ms B.Surya Kala (Librarian)

Ms G.Nalini Reddy (Asst Librarian)



BIO DATA
B. SURYAKALA
DOB-29-9-1970

EDUCATIONAL QUALIFICATIONS

Name of the course	Board/University	Year	%of Marks	Division
M.Li.Sc	Alagappa University	2013	65	I
BLISc	Dr. BRAOU	2011	51	II
(MA(English))	Dr. BRAOU			
Ms Office & C Languagae		2001	50	II
CLISc	Govt. of AP, Dept. of Pub. Libraries	2001	69	I
BA	Dr. BRAOU	2007	48	III
INTERMEDIATE	Board of Intermediate education	1989	51	II
SSC	Board of secondary Education	1986	52	II

EXPERIENCE:

1. Working as a Assistant. Librarian in Sarojini Naidu Vanita Maha Vidyalaya U.G Library since Sep 1998.
2. Worked as a typist in Sarojini Naidu Vanita Maha Vidyalaya U.G Library from June 1996 to Mar 1997.

ATTENDED SEMINARS AND CONFRENCES:

- Participated the “Awareness Programme on N-List” Organized by UGC & INFLIBNET Ahmedabad at South Eastern Regional Office (SERO), Hyderabad on 8th October 2010.
- Participated in the National Seminar on “MANAGEMENT OF OPEN ACCESS RESOURCES”, held in Kasturba Gandhi Degree & PG College for Women, Secunderabad on 19th & 20th of November 2010.

- Participated in the Two Day UGC National Seminar on “MANAGEMENT OF DIGITAL e/ RESOURCES”, conducted by Sarojini Naidu Vanita Maha Vidyalaya College for Women, Hyderabad on 19th & 20th August 2011.
 - Participated in the National Seminar on “DIGITAL RESOURCE MANAGEMENT” Conduct by Telangana Library Association, Hyderabad on 27th & 28th August 2016.
 - Participated in the National Seminar on “LIBRARY RECOURCES FOR TEACHING & RESERCH- OPERTUNITIES & CHALANGES” conduct by St. Frances College for Women, Hyderabad on 13 th November 2018.
 - Participated in the National Seminar on “BLAGIARISM / ACADEMIC MISCONDUCT” held Indian Institute of Management & Commerce, Hyderabad on 1st March 2020.



BIO-DATA
G.NALINI REDDY
DOB-15-05-1976

EDUCATIONAL QUALIFICATIONS:

Name of the course	Board/University	Year	%of Marks	Division
MLISc	Madurai Kamaraja University	2008	63	I
BLISc	Madurai Kamaraja University	2007	58	II
MA (Sociology)	Osmania University	2013	61	I
PGDCA(Comp.)	JNNYC	1998	62	I
BSc(B.Z.C)	Osmania University	1998	58	II
INTERMEDIATE	Board of Intermediate education	1995	58	II
SSC	Board of secondary Education	1993	61	I

EXPERIENCE:

1. Working as a Librarian in SNVMV U.G Library from 14th Sep 2011 to till date.
2. Worked as a Librarian in Dr.B.R. Ambedkar Law College from 9th Jun 2010 to 13th Sep 2011.
3. Worked as a Librarian in Reddy Hostel from Jun 2009 to 31st Mar 2011.
4. Worked as a Librarian in HITAM Engineering College from Jun 2007 to May 2009.

ATTENDED SEMINARS AND CONFRENCES:

- Participated in the National Seminar on “LIBRARY RECOURCES FOR TEACHING & RESERCH- OPERTUNITIES & CHALANGES” conduct by St. Frances College for Women, Hyderabad on 13 th November 2018

- Participated in the National Seminar on “ BLAGIARISM / ACADEMIC MISCONDUCT” held Indian Institute of Management & Commerce, Hyderabad on 1st March 2020

LIBRARY COMMITTEE:

Principal

Vice Principals

Mrs B. Suryakala (Librarian)

Ms. G.Y. Madhavi (M.B.A Librarian)

Mrs G. Nalini (Assistant Librarian)

Mrs. Nagamaleshwari (P.G.Librarian)

Mrs. P. Siva Kameshwari

Mrs. U.Shakina grace

Mrs. Safia Binte Omer



OBJECTIVES:

- To provide the students textbooks and reference material.
- To inculcate reading habit in students.
- To encourage understanding and realization of the present and future importance
- To enriching knowledge in the skill oriented world.
- To serve as a medium through which members of the library may become acquainted with each other and share their enthusiasm for reading.
- To bring about all round development including guidance for career.

LAYOUT OF THE LIBRARY:

The total plinth area of the U.G. Library is 3087.66 sq.ft. and comprises of:

1. **STACK ROOM:** The stack section with a floor area of 1301.62 sq.ft. is equipped with 65 double open racks, with 5 shelves each side. There are 8 wall cupboards of which two are used for stocking old books, two are used for library records and remaining four are used to stack old issuing books, and One Librarian Counter and two systems used for the transactions of the library.

READING / REFERENCE ROOM:

The reading section is 1546.86sq.ft, is spacious, well-furnished and ventilated, with 6 reading tables, 75 chairs and 2 magazine display racks. One with a capacity of 25 cabinets with the provision to store previous issues, the other one is the rolling display rack. The reference section has 2 large sized wooden cabinet, 8 steel bookracks, and 24 wooden almirahs with glass doors.

COMPUTERS / CIRCULATION COUNTER:

Computer room is 170sq.ft. with 7 systems with entries of accessioned books. The circulation counter is used to return/renewal the books& One Entrance system with scanner.

UG COURSES STARTED IN CHRONOLOGICAL ORDER

S.No.	COURSES	YEAR
1	B.A. EPP (E.M)	1962-1963
2	B.A. HSP (E.M)	1962-1963
3	B.A. HPMA (E.M)	1962-1963
4	B.A. HPML (E)	1962-1963
5	B.A. HPML (H)	1962-1963
6	B.A. HPML (U)	1962-1963
7	B.A. EPP (TM)	1962-1963
8	B.A. HPML (TM)	1962-1963
9	B,Sc B.Z.C (E.M)	1962-1963
10	B,Sc B.Z.C (T.M)	1962-1963
11	B,Sc M.P.C. (E.M)	1986-1987
12	B,Sc M.P.E. (E.M)	1991-1992
13	B,Sc B.M.C. (E.M)	1991-1992
14	B,Sc Z.M.C. (E.M)	1991-1992
15	B,Sc M.P.Cs (E.M)	2000-2001
16	B,Sc M.E.CS (E.M)	2000-2001
17	B.Com AIDED	1981-1982
18	B.Com UNAIDED	1988-1989
19	B.Com COMP	1997-1998
20	B.Sc ,BBC	2007-2008
21	B,Sc, NBC	2010-2011
22	B.A, HPP	2018-2019
23	B.A, HEPA	2018-2019
24	B.A, HEPS	2020-2021
25	B,Sc, BC.C.AN	2020-2021
26	B,Sc, B.BC.AN	2020-2021
27	B,Sc, B.BC.C	2020-2021
28	B.Sc.B.Z.AN	2020-2021
29	B.Sc. MB.BC.AN	2020-2021
30	B.Sc.MB.BC.C.	2020-2021
31	B.Sc. MB.C,AN	2020-2021
32	B.Sc, MB.Z.AN	2020-2021
33	B.Sc, MB.Z.C	2020-2021
34	B.Sc, Z.C.AN	2020-2021
35	B.Sc, M.C.C	2020-2021
36	B.Sc, M.P.E	2020-2021
37	B.B.A	2020-2021

LIBRARY FINANCES:

2018-2019	Utilized budget	1,38,937.00
2019-2020	Utilized budget	50,560.00
2020-2021	Utilized budget	1500.00
2021-2022	Utilized budget	1,78,142.00
2022-2023	Utilized budget	1,88,812.00
2023-2024	Utilized budget	2,609,87.00

SOURCE OF FUNDS:

Funds required for the purchase of books and journals are procured from the following sources.

- U.G.C,
- College Management
- Student's special fee Account
- The management has been liberally allotting funds for library books for new courses and additional sections.

Books / Magazines / Journals

The college has a varied collection of valuable books of not curriculum but also of general interest and of perennial literacy value.

The total number of books in the U.G. library (accessioned) is **60,856**.till the end of March, 2024. The library has been subscribing for 25 Periodicals, Magazines and 9 News Papers.



STACK ROOM

NUMBER OF ACCESSIONED BOOKS

The following number of books existing in the library as on date

S.No.	SUBJECT	NO.OF. BOOKS	NO.OF. ALMIRAHS	NO.OF.RACKS
1	Commerce	7890	5	5
2	Botany	4907	1	5
3	Chemistry	4124	2	5
4	Mathematics	3643	2	5
5	Physics	3918	3	5
6	Zoology	3286	1	5
7	Computers	1591	2	5
8	BBA	475	-	1
9	Micro Biology	573	1	-
10	Economics	1960	2	5
11	History	1839	1	5
12	Political Science	1861	2	3
13	Public Administrations	1350	1	5
14	Sociology	565	1	2
15	English	5490	1	5
16	Hindi	2246	3	5
17	Telugu	4611	1	5
18	Urdu	1322	5	-
19	Arabic	992	2	-
20	Sanskrit	874	3	-
21	French	155	1	-
22	General Reference	1358	3	-
23	General Education	433	2	-
24	Bio-Chemistry	229	1	-
25	Bio-Technology	53	1	-
26	Nutrition	345	1	-

Book Selection: Head of the Department and committee select the list of books which are according to the latest syllabus and regularly updated.

LIBRARY SERVICES:

Reference Section:

We have 12,275 volumes of reference books, which are arranged in 15 separate racks. Apart from the reference books pertaining to the curriculum, Encyclopedia Britannica with year-wise supplements, Encyclopedia of Science and Technology, Encyclopedia of Social Science, Vignana Sarvasvam (Telugu), Dictionaries (general and subjects), Atlases, Maps are also available in the reference section as cited under.



Reference Section:

Encyclopedias:

Science and Technology	- 15 Volumes
Social Science	- 9 Volumes
Britannica	- 24 Volumes
Encyclopedia	- 32 Volumes
Britannica Year Books	- 6 Volumes
Vignana Sarvasvam	- 11 Volumes



READING SECTION

Reading Section:

The Reading room is well furnished with 6 reading tables with a seating capacity of 75. About 25 periodicals and magazines and five newspapers in English, Telugu, Hindi and Urdu are provided. During the year 2023 an amount of Rs.57,817/- was spent on Periodicals and Newspapers.



READING SECTION

Library Automation

The computerization of the stack of the library is in progress. A beginning is made for automation in acquisition, circulation, and stack verification is being developed in the college to suit the requirement of the library.

The Automation software of the library has been changed to NEWGENLIB software which provides a better online service than the previous one. It has been launched in the month of July 2012. Presently, all the library transactions are carried out using this NewGenlib software.

e-Resources:

N-LIST and J-Gate are the new e-resources available in the Library. National Library and Information Services Infrastructure for Scholarly Content (N-List) provides over 75000 e-books and above 3000 e-journals in various subjects. J-Gate is a gateway of information to above 28400 Scholarly Research and Professional e-journals in the seven different subject groups out of which Social Sciences and Management are subscribed

Issue of Books

Each student is given three cards and can borrow 3 books at a time which can be retained for week days from the issue section. On an average about 150 students visit the library every day for issue and also the books of reference section.



Circulation counter

Inter Library Loan:

Inter library loan facility is there between the U.G., P.G and MBA with in the college.

TECHNICAL SERVICES:

The books in the library are classified as per the Dewey decimal classification schedule of 21st edition. The classification to cataloguing is in progress.

BOOKS ON GRANTIS:

Almost every faculty member has an assortment of surplus sent gratis, by publishers, and these are collected as Gifts. Donations from students, parents, and friends are another collection. Faculty members attaining superannuation also contribute from their personal collections.

Donations of valuable periodicals like National Geographic are collected from faculty members. Donations are also obtained from institutions (Central Hindi Directorate) outside the college. These books are of immense use for research work.

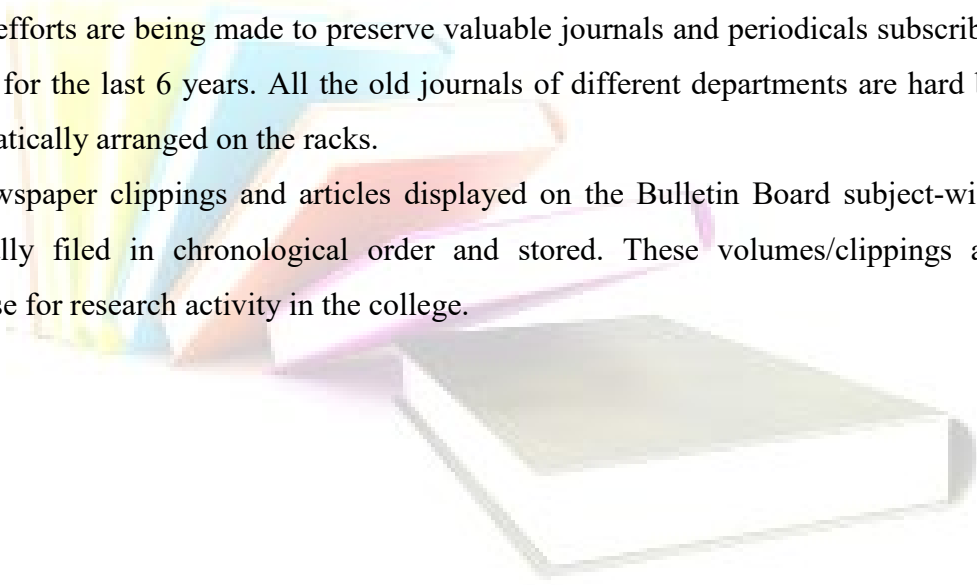
INFORMATION ON CAREER COUNSELLING:

An Information Board for career counseling is arranged in the library to display important information to the students every day. Articles pertaining to latest developments in Science, Technology and Management, Career-related articles, jobs search, Personality Developments are displayed on the board.

BACK VOLUMES OF JOURNALS. MAGAZINS AND DAILIES:

Special efforts are being made to preserve valuable journals and periodicals subscribed by the college for the last 6 years. All the old journals of different departments are hard bound and systematically arranged on the racks.

The Newspaper clippings and articles displayed on the Bulletin Board subject-wise are systematically filed in chronological order and stored. These volumes/clippings are of immense use for research activity in the college.



LIST OF PERIODICALS FOR U.G. LIBRARY:

1	Week	Weekly (Journal)
2	Economic & Political Weekly	Weekly
3	Employment News	Weekly
4	Reader's Digest	Monthly
5	Competition Success Review	Monthly
7	Mathematical Today	Monthly
8	Chemistry Today	Monthly
9	Physics Today	Monthly
10	Biology Today	Monthly
11	Gruha Shobha (Hindi)	Fort-nightly
12	C.S.R Year Book	Yearly
13	Femina	Monthly
14	Pratiyogita Darpan	Monthly
15	Out Look	Monthly
16	Down to Earth	Fort-nightly
17	Kurukshetra	Monthly (Journal)
18	Front Line	Weekly
19	Yojana (English)	Monthly (Journal)
20	Women's ERA	Monthly
21	Banking Service chronical	Monthly
22	Sri Rama Krishna Prabha	Weekly
23	Yojana (Telugu)	Monthly (Journal)
24	India Today (English)	Weekly
25	Current Affairs	Monthly

DAILY NEWS PAPERS (English)

- Deccan Chronicle
- The Hindu
- Times of India

DAILY NEWS PAPERS (Telugu)

- Eenadu
- Andhra Jyothi
- Sakshi
- Namaste Telangana

DAILY NEWS PAPERS (Hindi)

- Hindi Milap

DAILY NEWS PAPERS (Urdu)

- Siasat



LIBRARY EVENTS

Book Exhibition

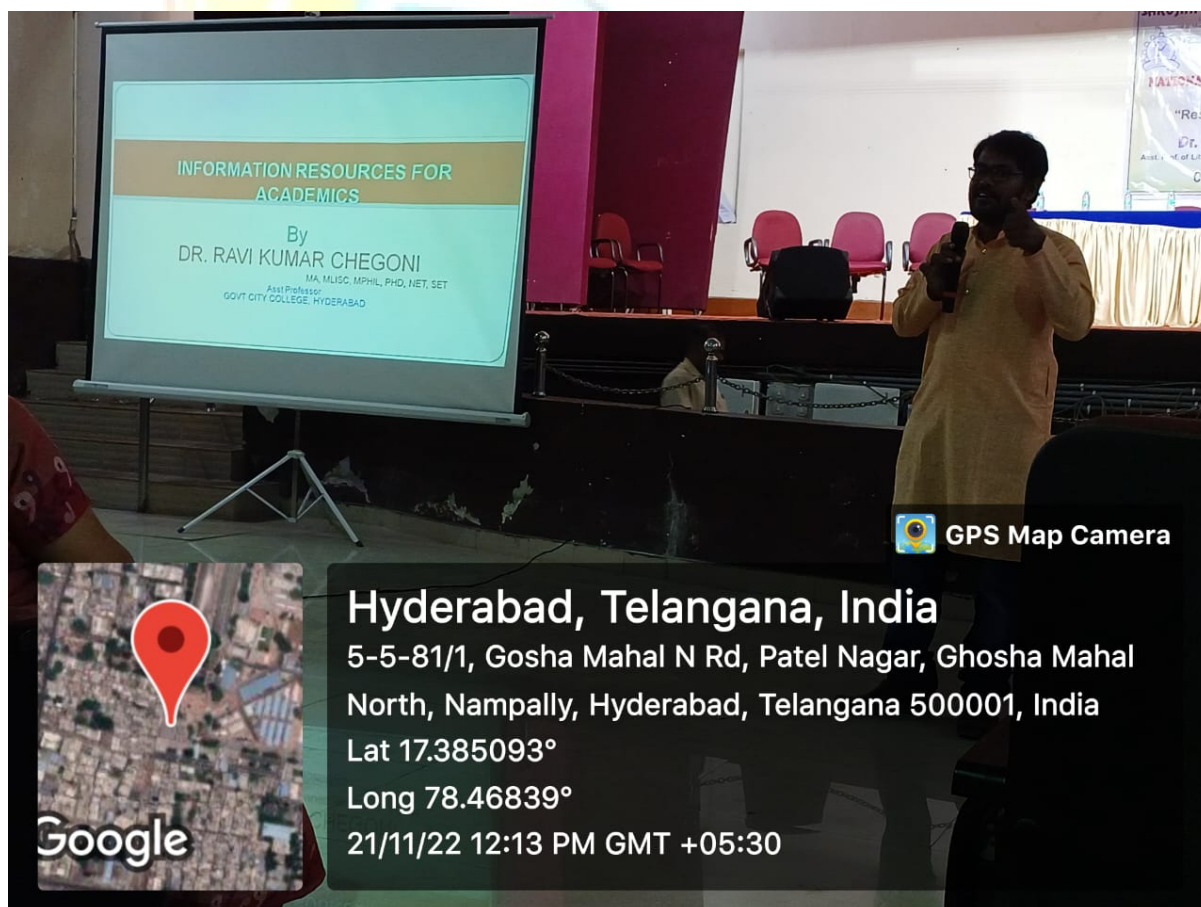
Guest Lecture

Theme: Digital Collection Development

LIBRARY WEEK

We have celebrated the Library Week on 14th to 21st of November 2022, in that we organized Book Exhibition and arranged a guest lecture on 21st November, by Prof.Ravi Chegoni, Assit. Professor, City college. He has given an awareness program of uses of “Information Resources for Academics” to the staff and students. In this exhibition we also displayed important and rare books collections available in the library. On the occasion of National Library Week the book review and Essay writing competition was conducted on 18th Nov 2022 for Degree and Inter students.

Guest Lecture by Prof. Ravi Chegoni. Prof. City College.



Book Exhibition on 17th Nov 2022



Mobile Book Exhibition on 16th Nov 2022





Book Exhibition on 19th Nov 2022



FUTURE PLANS:

1. To facilitate interlibrary loaning facility through Membership of British Library and other Libraries of OGA
2. To facilitate intra-library loaning within the college through centralized system.
3. Online subscription of Journals and Periodicals and subscription of E-Journals.
4. To enrich the library with more books to enable the students to keep abreast of the latest knowledge and excel in their field.
5. To improve the reading habit of students.

