



## SNDT Women's University Library System

### Highlights:

The Central Library received a facelift this year as the painting of the premises was completed and there was the reorganization of the reading hall. The Branch Library, Juhu was converted from a partly open access to completely open access library. Signages and electronic boards for notices also were put up at central library and both the Branch Libraries. In 2013-14 the library continued the computerized circulation services to all teaching and non-teaching staff, research and post graduate students; non SNDT members with a single card system and extended this service to all the senior and junior college students. The library staff continued with work of the catalogue on SLIM software. Online Catalogue can be searched on the net at the University's website. This year the Pune Branch Library set-up a separate Computer Area to facilitate searching the Net, the Online Public Access Catalogue and the Databases subscribed by the Library.

Retrospective data entry and bar-coding work continued in full swing this year also. With UGC funds, the library was able to purchase online databases and many of the online resources were extended to affiliated and conducted colleges. Digitization of PhD Theses was outsourced from March 2013. The work order for theses digitization was given to M/S Noetic Technologies. The PhD theses during 2006-2010 were selected for digitization. Total 40 theses were digitized and the copy of digitized theses was received in required PDF format and in CD format.

Acquisition department at Churchgate Library undertook the task of purchasing 447 books costing Rs.183180/- for Maharshi Karve Model college for Women at Shrivardhan. It was decided that for the purchase of foreign books, conversion rate would be per the bank rate (as per Website of Reserve Bank of India) prevalent on the date of billing. It was also decided in the Library Committee that the practice of manual accession register would be discontinued.

### Departmental Quality Assurance Committees (DQAC)

The establishment of DQAC and conduct of meetings of DQAC at all the libraries helped in improving the libraries and library services. DQAC meetings conducted in July 2013 and January 2014 at the Branch Library Juhu, continued to be useful to cater to the students and implement new ideas. The library worked on the suggestions received from user survey conducted. The student's toilet was renovated and magnetic boards were displayed to give brief information about the library. Reference and periodicals department continued answering reference queries and updating faculty members with Table of Contents everyday. Feedback was also initiated on TOC from faculty members. As safety measures, grills were placed in front of 4 library doors which opened into open area on campus.

### Collection Development

The Book Acquisition Department procured 3831 documents costing Rs.2711439 including Audio-Visuals. We thankfully acknowledge the Department of Social Work for the grants. Special efforts were made to purchase textbooks for undergraduate and Junior College students, and books for competitive exams (MPSC/UPSC) and NET/SET exams as well.

### Gratis Publications

The informal exchanges and donations through various sources continued to supplement the purchased books. We thankfully acknowledge the individuals, institutional donors and government bodies (Ministry of Health and Family Welfare, Maharashtra Directorate of Economics and Statistics, Maharashtra Economic Development Council, Central Statistics Office) for their valuable offerings which have enriched the library collection.

### Conferences / Seminars / Programmes

The Central Library Churchgate organized the INFLIBNET Shodhganga User Awareness Programme on June 25, 2013 and the SLIM User Meet at SNDT Women's University Library on October 25, 2013.

The yearly Granthotsav, a festival of books, which the Pune Branch Library has been organizing since 1993 reached its 21st year and was held in the library from January 15-17, 2014. The basic purpose was to encourage the reading habit in the members. The programme includes various competitions based on book titles, book exhibition cum sale and a



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lecture by a well-known personality. This year, the programme was covered in the local newspapers Maharashtra Times and Pudhari. The chief guest this year was Dr. Sanjay Upadhye, well known inspirational speaker whose programme "Mana kara re prasanna" is a favourite with many of the staff and students. He talked about the importance of education, reading of books in this era of technology. A three day book exhibition and sale was also held during the Granthotsav which was inaugurated by Dr. Sachin Deore, Pune Campus In-charge and Dr. G.Y. Shitole, Principal, SNDT Arts and Commerce College for Women. Various competitions, based on book titles were held. Competitions held were Crossword Competition, Memory Game and Slogan Competition.

### User Education Programmes

The library mainly organized orientation programmes for undergraduate students and two days user education workshops for post graduate students. The guests, non SNDT and distance education members were also individually guided to enable them to retrieve information from library resources. The objectives of the programmes are to introduce library resources and services and to develop competencies in users to retrieve needed information. The user education programmes were well appreciated by the participant students, teachers, guest members and non SNDT members. This year 65 programmes were conducted and 1496 participants were trained in the usage of various information resources. In addition, demo programmes by the database vendors EBSCO and Proquest were held at all the Libraries.

### Services

Branch Library, Juhu started Table of Contents (TOC) service this year. User survey was planned and implemented at Central library and Juhu Branch library

### Best User of the Library

The Branch Library Juhu Library identified the maximum usage of student, faculty and staff from library software SLIM. The name of the reader who uses the library the most every month, is announced as the Best User of the Library in each reader category and their names were displayed on the notice board and sent by mail to all. This has encouraged the users to visit the Library more. The Library is planning to introduce this scheme in both the other libraries as well.

### Staff Activities

The Central Library bid farewell to three Senior Staff members Dr. Sushama Powdwal who retired as University Librarian from the eve of 31st January 2014, Shri. S. G. Meshram, who retired as Deputy Librarian from the eve of 31st December 2013 and Smt Maya S Samant, Assistant Librarian, who took Voluntary Retirement from the eve of 2nd December, 2013. The Juhu Library bid farewell to Smt Usha Rao, Senior Library Assistant and Shri Sahdev Dhopat on 31.12.2013 after dedicated service to library.

### Total Collection: Books, Journals, Audio-Visual, E-Resources

Items	Central Library Mumbai	Branch Library Pune	Branch Library Juhu	Total
Year of establishment	1955	1964*	1968	
Documentary Resources				
Books				
i. Book stock on 31-03-2013	225142	87357	67390	379889
ii. Books added in the year	4012	2423	2713	9148
iii. Book stock on 31.3.2014	229154	89780	70103	389037
Periodicals and Newspapers				
Subscribed Periodicals	148	144	120	412



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Items	Central Library Mumbai	Branch Library Pune	Branch Library Juhu	Total
Complimentary Periodicals	193	11	38	242
Newspapers	24	13	5	42
Databases				34
Manuscripts	14			14
Audio Visual Materials	3568	1042	2499	7109
Theses And Dissertations	6957	1521	2652	11130
Annual Reports	2185		265	2450
Reprints, Brochures, Clippings etc.	15653		500	16153

\*Was part of SNDT College of Arts and Commerce for Women from 1962-1964

Santacruz Study Centre established in 1972 was shifted to Branch Library Juhu in March 2012 as the books, furniture and library records were damaged in 2005 due to floods.

Ghatkopar study centre established in 1975 was shifted in June 2012 and 4867 books are kept separately at Branch Library Juhu.

### Use of Library Resources and Services

Items	Central Library Mumbai	Branch Library Pune	Branch Library Juhu	Total
No. of Working Days**	328	305	297	-
<b>Registered Members</b>				
i. Students	1738	1835	1894	5467
ii. Staff	214	260	184	658
iii. Guests	241	226	122	589
iv. Others	19	51	5	75
v. Research Scholars	58	20	19	97
vi. Total	2270	2392	2224	6886
<b>Library Use And Library Visitors</b>				
<b>A. Library Visits</b>				
i. No. of visitors to the library	146004	88450	40004	274458
ii. Average No. of visitors per day	445	290	135	870
<b>B. Use of Resources</b>				
<b>i. Books</b>				
No. of books used in-house	107689	77368	53672	238729
No. of books lent out	31086	40128	26379	97593
Total issued	138775	117496	80051	336322
Average used per day	423	385	270	1078
<b>ii. Periodicals</b>				



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No. of issues used	524	19057	45691	65272
Items	Central Library Mumbai	Branch Library Pune	Branch Library Juhu	Total
Average used per day	2	63	154	219
iii. Other materials				
Audio visuals items used	6	269	10	285
Theses and Dissertations	2008	8414	1072	11494
Other materials used/ (Newspapers, QP/Syll/SchBks etc)	186357	36366	2372	225095
Total used	188371	45049	3454	236874
Average used per day	574	148	12	734
iv. CD and electronic database used				
Queries	466	158	596	1220
No. of users	1391			1391
Electronic Reference Queries				
No. of downloads				103954
No. of logins				117822
* Consortia : Infonet- Emerald, JCCC, JSTOR, Spring link, Cambridge, Wiley				
* Subscribed: Proquest, Ebsco, IEL, Elsevier, Manupatra, AIR and CMIE				
<b>Other Services</b>				
A. Inter Library Loan				
i. Items borrowed	53	4	9	66
ii. Items loaned	41	18	551	610
B. Reference Queries + Archival Queries	39793	4458	4235	48486
C. Bibliographies/Reading Lists	2	-	22	24
D. Displays and Exhibitions	14	38	21	73
E. Library Orientation				
i. No. of Programmes	13	26	26	65
ii. No. of users oriented	551	487	508	1546
F. Photocopies supplied	4750		14446	19196
G. Search on computer (OPAC)	359021	256	20216	379493

### Smt. Jamnabai Govindji Madhavji Smarak Trust Children's Library and Material Research Centre

Children's library was used by PGSR, Department of Early Childhood Education students with nursery students every Tuesday and Thursday and by children from nearby locality. The Children's library enrolled 76 students and added 42 books this year. Human Development department arranged for a visit of 30 street children on May 7, 2013 during their workshop on 'Life skills for the underprivileged children and adolescents'.



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Story Telling Programme was organized on October 12, 2013 by Ms. Khubi Writer.

Nursery kids visiting children library enjoyed various concepts by means of rhymes, songs and stories on YouTube. Concepts like Transportation, Good manners, Aqua Animals, Flowers, Community Workers etc. were explained to them.

Rhymes shown were-Twinkle Twinkle, Machhhali jal ki rani hai, Diddle diddle, Wheels on bus, Humpty Dumpty, It's raining, I am a little teapot, Merry go round, London Bridge, Jack and Jill, Mary had a little lamb, I had a little nut tree, Five little man, ABCD.

Stories like -Lazy Man, Thirsty crow ,Lion and mouse, Greedy Monkey, Five little mondy, Fright Tain, Story on train, Ugly Duckling, Little fingers, The Dog, I have a Dog were enjoyed by children.



Granthotsav at SNDT Pune Library



Book Exhibition SNDT Branch Library, Juhu was held during April 16-18, 2013

- Staff training programme was organized on Soft Skills on November 30, 2013 at Juhu Branch Library. The resource person was Associate Professor and HR Head IBS Mumbai -Ms.Rita Rangnekar.
- Dr. Radhakrishnan Pillai founder-director of Chanakya Institute of Public leadership and author of best seller Corporate Chanakya on October 11, 2013



- Story Telling Programme by Ms. Khubi Writer on October 12, 2013 at JGMST Children's Library

