

**SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)**

EVENT REPORT

NAME OF THE EVENT: FREE (WEEDED-OUT) BOOKS DISTRIBUTION			
DATE	DEPARTMENT	COMMITTEE/SOCIETY	COORDINATOR'S NAME
From 19 th September, 2022 to 23 rd September, 2022	Library	Library Committee	Dr. Nabanipa Bhattacharjee
TIME	VENUE	NUMBER OF PARTICIPANTS	NATURE: Outdoor/Indoor; Offline/Online/Hybrid
From 10:00 A.M. To 4:00 P.M.	College Foyer	968	Indoor; Offline
FINANCIAL SUPPPORT/ ASSISTANCE (IF ANY):	NA		

BRIEF INFORMATION ABOUT THE ACTIVITY

TOPIC/ SUBJECT OF THE ACTIVITY	FREE BOOK DISTRIBUTION
OBJECTIVES	<ul style="list-style-type: none"> ➤ To distribute books that were weeded-out by various departments and approved by Governing Body of the college. ➤ To benefit students so that they can get books free of cost.
METHODOLOGY	<ul style="list-style-type: none"> ➤ The proposal was discussed & approved by the library committee & Principal. ➤ Due permission & approval was taken from GB.

	<ul style="list-style-type: none"> ➤ Books to be distributed were arranged subject wise on desk on the main foyer for five days. ➤ Students were asked to queue up and choose books. ➤ After selecting books, students were instructed to fill up the form, mentioning their name, course, roll number, contact number, email ID & accession numbers of the books with signature. ➤ Geo-tagged photographs of the event were clicked. ➤ Form were segregated according to stream.
INVITED SPEAKERS WITH AFFLIATION DETAILS (IF ANY)	NA
OUTCOMES	<ul style="list-style-type: none"> ➤ Number of Books distributed : 4,132 <ul style="list-style-type: none"> I. Science: 1113 II. Humanities: 2602 III. Commerce: 387 IV. Faculty: 30 ➤ Number of Members benefitted: 968 <ul style="list-style-type: none"> V. Science: 310 VI. Humanities: 545 VII. Commerce: 104 VIII. Faculty: 9 ➤ Members/ Book ratio: 1:4

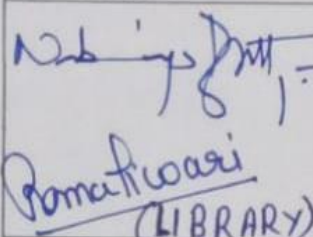
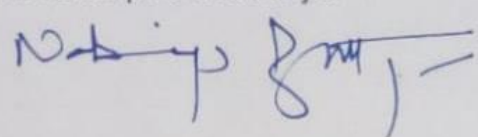
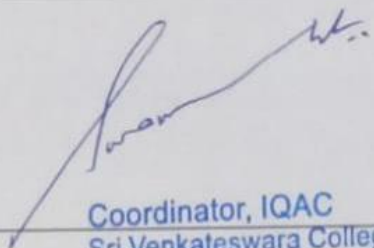
PROOFS & DOCUMENTS ATTACHED (Tick mark the poofs attached):

1 Notice & Letters √	2 Number of Participants & Name of Participants √	3 Video Clips √	4 Photos √	5 Feedback Form & Analysis √
6 News clip with details	7 Sample Copy of Form √	8 Poster/ Invites √	9 Event report attested by Event Coordinator & IQAC Coordinator √	10 Any other documents

IQAC Document No: IQAC/SVC/2022-2023/Library/01	Criterion No: V & VII
Departmental File No: LIB/2022-23/01	IQAC File No: SVC/2022-23

For Reference:

Criterion I	Curricular Aspects (Planning & Implementation)	Criterion V	Students Support & Progression √
Criterion II	Teaching Learning & Evaluation	Criterion VI	Governance
Criterion III	Research, Innovations & Extension	Criterion VII	Institutional Values & Best Practices √
Criterion IV	Learning Resource and Infrastructure		

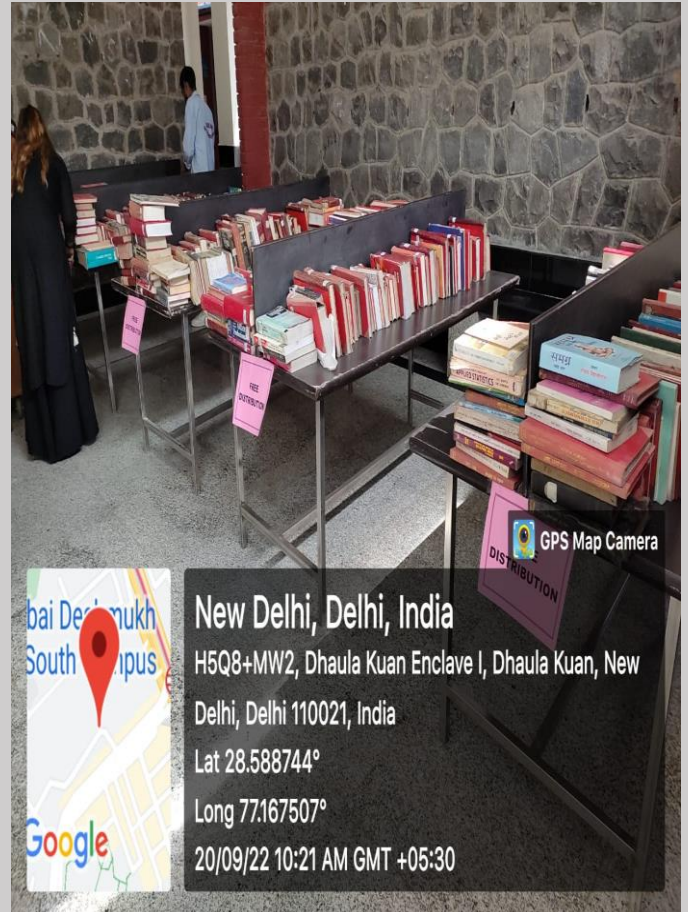
NAME OF TEACHER & SIGNATURE	NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE	IQAC COORDINATOR (SEAL & SIGNATURE)
 Pooja Dwivedi (LIBRARY)	Dr. Nabanipa Bhattacharjee 	 Coordinator, IQAC Sri Venkateswara College (University of Delhi) Dhaura Kuan, New Delhi-110021

1) Background:

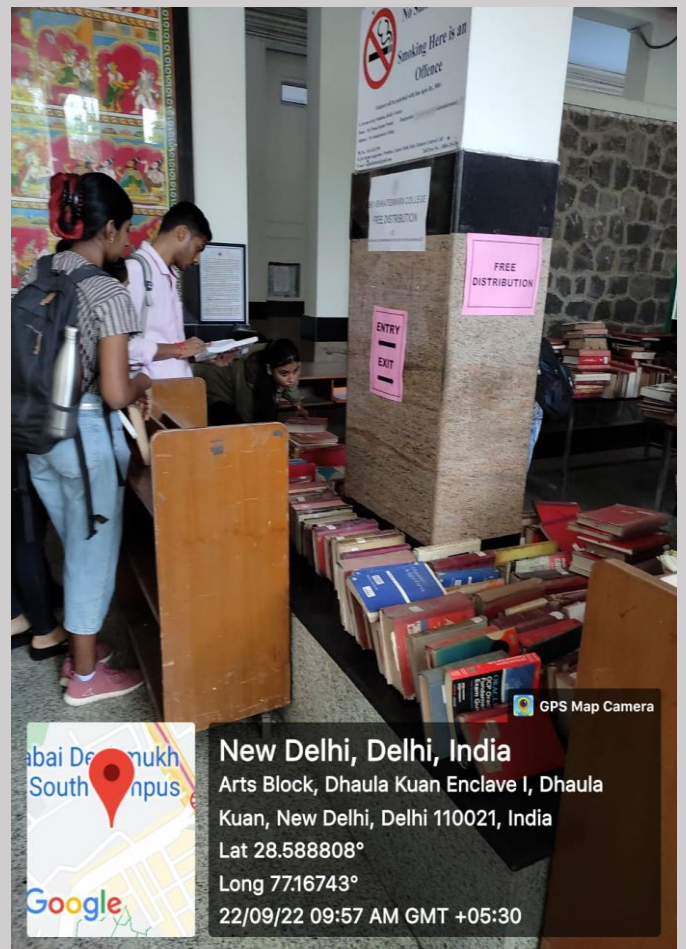
The college had decided to distribute the weeded-out books to our college students on free of cost basis from 19th September, 2022 to 23rd September, 2022 from 10:00 A.M. to 4:00 P.M. on the college foyer. The proposal and permission was discussed & approved by the library committee & the Principal. The students of the college participated in this event. 968 students and faculty members had taken books of their choices. A total of 4,132 books were taken by the students and faculty members. The Member and Books ratio is 1:4.

2) Reception and Event:

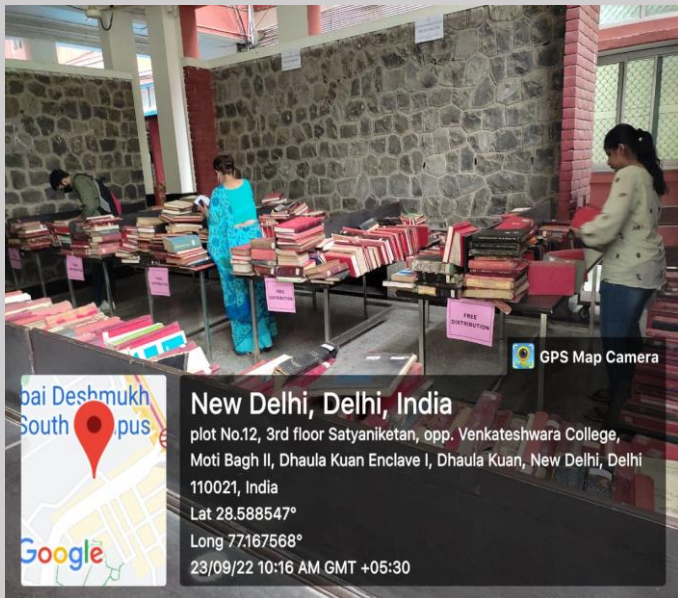
All the weeded-out books which were approved by the GB were displayed subject wise by the library staff at the college foyer. Free Book Distribution was started on 19th September, 2022 at 10:00 A.M. Students were asked to queue up and choose books. After selecting books, students were instructed to fill up the form, mentioning their name, course, roll number, contact number, email ID & accession numbers of the books with signature. 968 students and faculty members benefitted by this event. Students were happy because they got their books of choice free of cost. After completion of the Free Weeded-Out Book Distribution to our college students, we arranged Feedback Forms for the student's for review of the event.



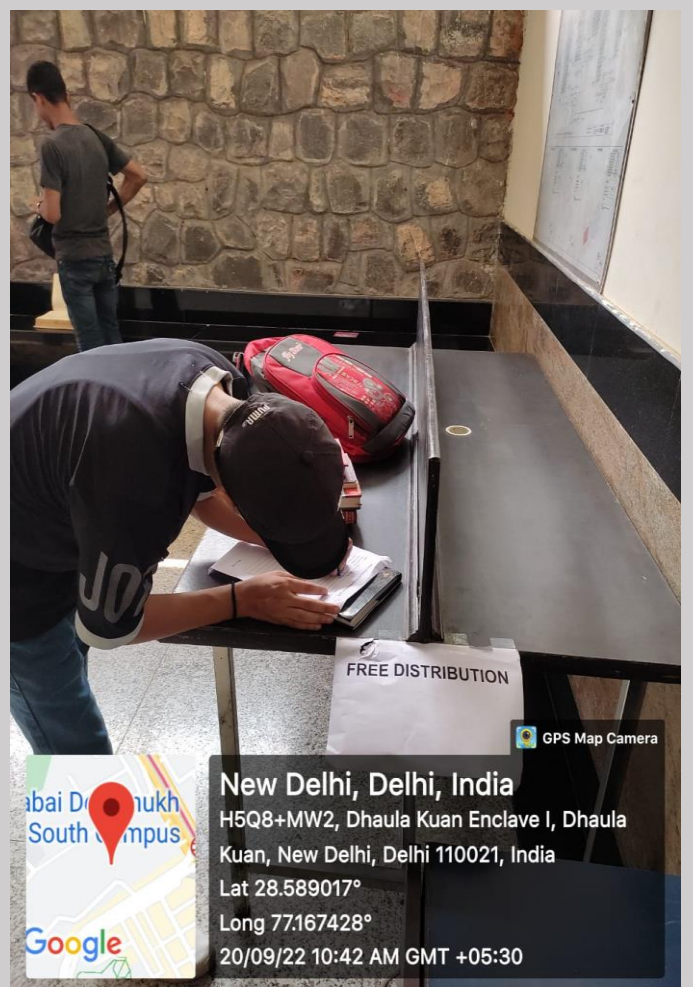
Books were displayed for free distribution



Students were asked to queue up to enter the Free Book Distribution venue and take a form from the entrance



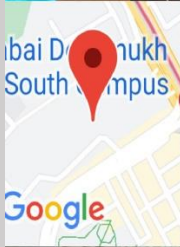
Students searching books of their choices



Students filling their forms



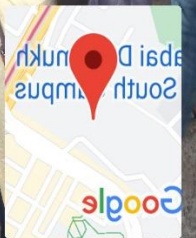
GPS Map Camera



New Delhi, Delhi, India
 Sri Venkateswara College Dhaula Kuan Enclave I,
 Dhaula Kuan, New Delhi, Delhi 110021, India
 Lat 28.588964°
 Long 77.167398°
 22/09/22 12:35 PM GMT +05:30



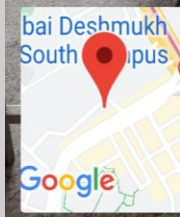
GPS Map Camera



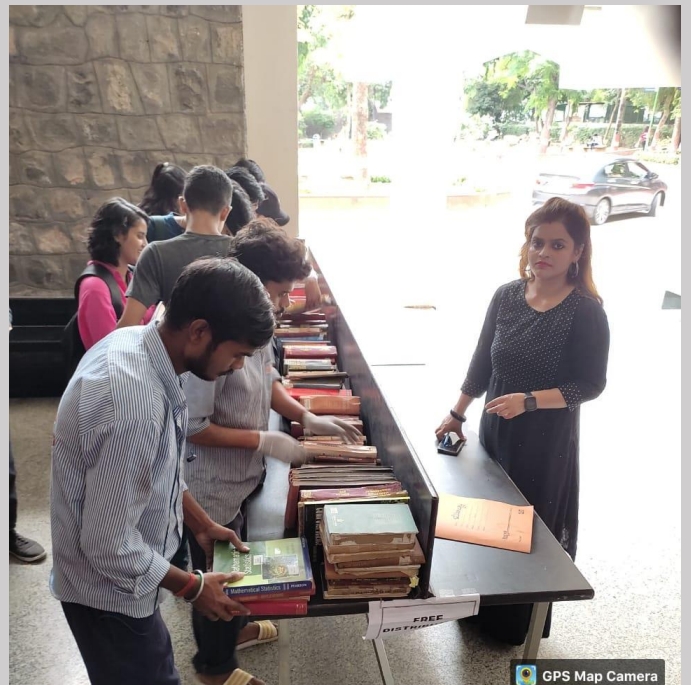
New Delhi, Delhi, India
 H5Q8+MW2, Dhaula Kuan Enclave I, Dhaula
 Kuan, New Delhi, Delhi 110021, India
 Lat 28.588937°
 Long 77.16732°
 19/09/22 10:55 AM GMT +05:30



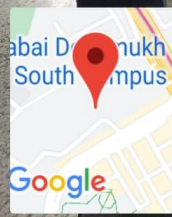
GPS Map Camera



New Delhi, Delhi, India
 plot No.12, 3rd floor Satyaniketan, opp. Venkateswara
 College, Moti Bagh II, Dhaula Kuan Enclave I, Dhaula
 Kuan, New Delhi, Delhi 110021, India
 Lat 28.588527°
 Long 77.167535°
 23/09/22 10:16 AM GMT +05:30



GPS Map Camera




New Delhi, Delhi, India
 H5Q8+MW2, Dhaula Kuan Enclave I, Dhaula
 Kuan, New Delhi, Delhi 110021, India
 Lat 28.588932°
 Long 77.167395°
 20/09/22 10:35 AM GMT +05:30

Students submitting their forms at Exit Point

1) Future Scope:

A positive response was gathered both from the students and the faculty members of the college. Students felt very grateful to our college Principal and the Library staff for this remarkable initiative. Students want this initiative in future again. The Library will ensure that such events are organized in the future.

NOTICE OF FREE BOOK DISTRIBUTION:



LIBRARY
Tirumala Tirupati Devasthanams
శ్రీ వేంకటేశ్వరం కళాశాల
Sri Venkateswara College
(University of Delhi)
श्री वेंकटेश्वर महाविद्यालय
(दिल्ली विश्वविद्यालय)

Date: 16th September 2022

NOTICE

Free distribution of weeded-out books of library

All the students are hereby informed that the college has decided to distribute the weeded-out books to our college students on free of cost from **19th September 2022 to 23rd September 2022** from 10:00 A.M. to 4:00 P.M. in the college foyer.

S. Sankar
16/9/22
SPA

A. Sankar
16/9/22
Administrative Officer

C. Sankar
16/9/22
Principal

PERMISSION FOR ORGANISING FREE BOOK DISTRIBUTION:



LIBRARY
SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)
Benito Juarez Road, Dhaula Kuan, New Delhi - 110 021



To,
The Principal
Sri Venkateswara College,
University of Delhi,
Dhaulta Kuan,
New Delhi-110 021

Date: 12-09-2022

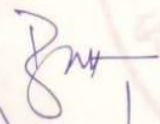
Subject: Permission for free distribution of weeded-out books of library- reg.

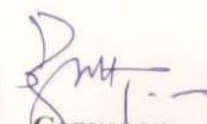
Respected Madam,

This is to draw your kind attention that some books of library have been approved by the governing body (139th GB meeting & 145th GB meeting) to be weeded-out. In this connection, we are requesting you to permit us to distribute the weeded-out books to our college students free of cost.

Thanking You

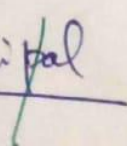
Yours sincerely,


Librarian (For)

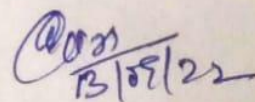

Convenor

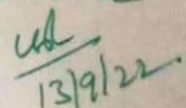
Total no. of books weeded-out ⇒
2049 (2017-18)
857 (2018-19)
2823 (2021-22)
5729 Books

They may be allowed to distribute the books free to the students which are to be weeded-out.


Principal

A schedule may be prepared and intimated to students well in advance


13/09/22


13/9/22

GB APPROVALS FOR WRITE OFF THE DAMAGED AND OUTDATED BOOKS:



శ్రీ వేంకటేశ్వర కళాశాల
Sri Venkateswara College
(University of Delhi)
NAAC 'A' Accredited

Prof. C. Sheela Reddy
Principal

Ref. No. SVC/Stock verification/2022

144-537

08.08.2022

Prof. Nabanipa Bhattacharjee
Convenor, Library Committee
Sri Venkateswara College
New Delhi – 110 021.

Dear Prof. Nabanipa Bhattacharjee,

Please refer to the letter dated 15th December, 2021 requesting the college to permit to withdraw the outdated/damaged/old books in the Library.

The College Governing Body in its 145th meeting held on 17th July, 2022 considered the matter and resolved as follows:

Recorded and permitted to write off the damaged and outdated books and make necessary entries in the records.

Further advised to display all the damaged and outdated books for the students/staff for free distribution.

In the light of the above, you are hereby permitted to withdraw the outdated/damaged/old books from the records and display all the damaged and outdated books for the students/staff for free distribution as decided in the Governing Body meeting.

Thanking you,

Yours sincerely

C. Sheela Reddy
PRINCIPAL

Copy to: 145 GB actions File/Stock verification File/Caretaker/M.F.

Proud History.....Promising Future

BENITO JUAREZ ROAD, DHAULA KUAN, NEW DELHI-110021
Ph: 011-24112196, 24118590 Telefax: 011-24118535
Email: principal@svc.ac.in Website: www.svc.ac.in



139th GB

శ్రీ వేంకటేశ్వర కళాశాల
Sri Venkateswara College

(University of Delhi)

NAAC 'A' Accredited, DBT Star Status

Benito Juarez Road, Dhaula Kuan, New Delhi-110021
Ph.: 011-24112196, 24118590, Telefax : 011-24118535
principal@svc.ac.in

Dr. P. Hemalatha Reddy
Principal

Ref.no.SVC/Stock verification/2019) 140-380

22 02 2019

The Convenor
Library Committee
Sri Venkateswara College
New Delhi - 110 021.

Dear Dr.Nandita,

Please refer to the letters dated 8th December, 2017 and 8th October, 2018 received from the Librarian requesting the college to permit to withdraw the outdated/damaged/old books in the Library.

The College Governing Body in its 139th meeting held on 22.12.2018 considered the matter and resolved as follows:

"The Governing Body noted the list of out dated/damaged library books and permitted the Principal to write off the books from the records as per procedure"

In the light of the above, you are hereby permitted to withdraw the outdated/damaged/old books from the records and display all the damaged and outdated books for the students/staff for free distribution as decided in the earlier Governing Body meeting.

Thanking you,

Yours sincerely

PRINCIPAL

Copy to: 139 GB actions File/Stock verification File/Caretaker/M.F.

PERMISSION LETTERS FOR APPROVAL OF GB FOR WEEDING OUT

BOOKS:

145 G.B. ENCLOSURE: 121
ಶ್ರೀ ವೆಂಕಟೇಶ್ವರ ಕಲಾಶಾಲೆ

Sri Venkateswara College
Library
(University of Delhi)
Benito Juarez Road, Dhaula Kuan, New Delhi-110021

To,
The Principal
Sri Venkateswara College
(University of Delhi)
Delhi-110021

Date: 15.12.2021

477

Sub: Request for an approval of GB for weeding out outdated/damaged books selected by our college faculty-reg.

Respected Madam,

I wish to bring it to your kind information that all the departments have completed the work of weeding out damaged and outdated books of their concerned departments in the library. The list of selected books for weeded out consisting accession numbers, title, year of publication and cost is submitted herewith. The library requires an approval of Governing Body for weeding out the outdated/damaged books and to distribute the said books to the students and staff members freely.

In this connection, it is kindly requested to get an approval of GB for discarding of 2855 titles with cost of ₹6,49,179.13/- approx.

Thanking you,
Yours sincerely,

(Dr. Bebi)
Librarian

(Prof. Nabanipa Bhattacharjee)
Convener

Sri Venkateswara College
(University of Delhi)
Diary No. 858
Date 16.12.2021

145 G.B. ENCLOSURE: 121
ಶ್ರೀ ವೆಂಕಟೇಶ್ವರ ಕಲಾಶಾಲೆ

Sri Venkateswara College
Library
(University of Delhi)
Benito Juarez Road, Dhaula Kuan, New Delhi-110021

To,
The Principal
Sri Venkateswara College
(University of Delhi)
Delhi-110021

Date: 15.12.2021

477

Sub: Request for an approval of GB for weeding out outdated/damaged books selected by our college faculty-reg.

Respected Madam,

I wish to bring it to your kind information that all the departments have completed the work of weeding out damaged and outdated books of their concerned departments in the library. The list of selected books for weeded out consisting accession numbers, title, year of publication and cost is submitted herewith. The library requires an approval of Governing Body for weeding out the outdated/damaged books and to distribute the said books to the students and staff members freely.

In this connection, it is kindly requested to get an approval of GB for discarding of 2855 titles with cost of ₹6,49,179.13/- approx.

Thanking you,
Yours sincerely,

(Dr. Bebi)
Librarian

(Prof. Nabanipa Bhattacharjee)
Convener

Sri Venkateswara College
(University of Delhi)
Diary No. 858
Date 16.12.2021

Dated: 05.10.2018

To,
The Principal,
Sri Venkateswara College,
(University of Delhi)
New Delhi-110021

Subject: Request for an approval of Governing Body for Weeding out Books (2018-19) from the library - reg.

Respected Madam,

I wish to bring into your kind consideration that some departments have done the weeding out of outdated/damaged books of their concerned department available in the library. The list of selected books consisting accession no., title, author, year of publication and price is submitted herewith. The library requires an approval of Governing Body for weeding out the outdated/damaged books and to distribute the approved books to the students and staff members at free of cost.

In this regards, it's kindly requested to get an approval of GB for discarding the selected list of withdrawn books by our faculty.

Thanking You,
Yours Sincerely,

(Librarian)
Librarian

(Convener)
Convener
(Library Committee)

8/10/18

Man
Suo
9/11

Record No. 1271/18
12/11/18

LIBRARY
SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)
Benito Juarez Road, Dhaula Kuan, New Delhi - 110 021

Date: 08.12.2017

2017-18

To,
The Principal
Sri Venkateswara College
(University of Delhi)
New Delhi- 110 021

Sub: Request for an approval of GB for weeding out outdated/damaged books selected by our college faculty-reg.

Dear Madam,

I wish to bring it to your kind information that all the departments have completed the work of weeding out damaged and outdated books of their concerned departments in the library. The list of selected books for weeded out consisting accession no., title, year of publication and price is submitted herewith. The library requires an approval of Governing Body for weeding out the outdated/damaged books and to distribute the said books to the students and staff members freely. In this connection, it is kindly requested to get an approval of GB for discarding

Thanking you,
Yours sincerely,

(O. S. S. Prasad)
Librarian

139th G.B.

Total → 2049

FORM FOR FREE BOOK DISTRIBUTION :

LIBRARY WEEDED-OUT BOOKS DISTRIBUTION FORM

Date:- _____

Name: _____

Class/ Department: _____

Identity Card No.: _____

Contact Number: _____

E- Mail ID: _____

Accession Number of Books:

S.No.	Accession Number of Books	S.No.	Accession Number of Books
1		11	
2		12	
3		13	
4		14	
5		15	
6		16	
7		17	
8		18	
9		19	
10		20	

Signature of Member

Library Staff

SOME FORMS FILLED BY STUDENTS:

LIBRARY WEEDED-OUT BOOKS DISTRIBUTION FORM

Date: 19.09.22

Name: Amna Pami Rai

Class/ Department: English Hono.

Identity Card No.: 0225254

Contact Number: 7891955466

E-Mail ID: amnalrai1620@gmail.com

Accession Number of Books:

S.No.	Accession Number of Books	S.No.	Accession Number of Books
1	15181	11	
2	12523	12	
3	47442	13	
4		14	
5		15	
6		16	
7		17	
8		18	
9		19	
10		20	

Signature of Member: Amna Pami Rai

Library Staff: Pamathirai

LIBRARY WEEDED-OUT BOOKS DISTRIBUTION FORM

Date: 19-09-2022

Name: Shrikirti Singh

Class/ Department: B.Com (H) semester V

Identity Card No.: 1020215

Contact Number: 7683023659

E-Mail ID: shrikirti.19@gmail.com

Accession Number of Books:

S.No.	Accession Number of Books	S.No.	Accession Number of Books
1	SVCL 84391	11	
2	SVCL 106239	12	
3	SVCL 21199	13	
4	SVCL 132027	14	
5	SVCL 132876	15	
6	SVCL 28624	16	
7		17	
8		18	
9		19	
10		20	

Signature of Member: Shrikirti

Library Staff: Jha

LIBRARY WEEDED-OUT BOOKS DISTRIBUTION FORM

Date: 19/09/2022

Name: Vishant Kori Singh

Class/ Department: History Honours

Identity Card No.: 0521042

Contact Number: 8510021206

E-Mail ID: vishant.intelligentkora@gmail.com

Accession Number of Books:

S.No.	Accession Number of Books	S.No.	Accession Number of Books
1	55165	11	
2	2734	12	
3	11992	13	
4	113338	14	
5	71993	15	
6	53588	16	
7	13226	17	
8		18	
9		19	
10		20	

Signature of Member: Vishant Kori Singh

Library Staff: Pamathirai

LIBRARY WEEDED-OUT BOOKS DISTRIBUTION FORM

Date: 19 Sept 2022

Name: Kanak Sharma

Class/ Department: B.Sc Physics Honours

Identity Card No.: 1821022

Contact Number: 9897248361

E-Mail ID: sharmkanak1004@gmail.com


Accession Number of Books:

S.No.	Accession Number of Books	S.No.	Accession Number of Books
1	142150	11	
2	80346	12	
3	56821	13	
4	93342	14	
5	51236	15	
6	64771	16	
7		17	
8		18	
9		19	
10		20	

Signature of Member: Kanak Sharma

Library Staff: Pamathirai

SOME FEEDBACK FORMS:


LIBRARY
 Tirumala Tirupati Devasthanams
 శ్రీ వేంకటేశ్వర కాలేజీ
 (University of Delhi)
 श्री वेकटेश्वर महाविद्यालय
 (दिल्ली विश्वविद्यालय)

FEEDBACK FORM

LIBRARY

FREE (WEEDED-OUT) BOOKS DISTRIBUTION


Name: SAIMA TALAT

Course: B.Sc (H) STATISTICS

Roll No: 1920054

Number of books you have taken?	7
Do you like this initiative?	Yes
Do you want this initiative again in future?	YES
How satisfied are you with this initiative?	① ② ③ ④ ⑤ <input checked="" type="checkbox"/>

Saima
SIGNATURE


LIBRARY
 Tirumala Tirupati Devasthanams
 శ్రీ వేంకటేశ్వర కాలేజీ
 (University of Delhi)
 श्री वेकटेश्वर महाविद्यालय
 (दिल्ली विश्वविद्यालय)

FEEDBACK FORM

LIBRARY

FREE (WEEDED-OUT) BOOKS DISTRIBUTION


Name: Manika Anja

Course: B.Sc (H) Physics

Roll No: 1820035

Number of books you have taken?	4
Do you like this initiative?	Very much. Very thoughtful idea.
Do you want this initiative again in future?	Definitely. It helps so many people.
How satisfied are you with this initiative?	① ② ③ ④ ⑤ <input checked="" type="checkbox"/>

Manika
SIGNATURE


LIBRARY
 Tirumala Tirupati Devasthanams
 శ్రీ వేంకటేశ్వర కాలేజీ
 (University of Delhi)
 श्री वेकटेश्वर महाविद्यालय
 (दिल्ली विश्वविद्यालय)

FEEDBACK FORM

LIBRARY

FREE (WEEDED-OUT) BOOKS DISTRIBUTION


Name: Madha

Course: B.COM(HONS)

Roll No: 1020141

Number of books have you taken?	5
Do you like this initiative?	Yes
Do you want this initiative again in future?	Yes
How satisfied are you with this initiative?	① ② ③ ④ ⑤ <input checked="" type="checkbox"/>

Madhavi
SIGNATURE


LIBRARY
 Tirumala Tirupati Devasthanams
 శ్రీ వేంకటేశ్వర కాలేజీ
 (University of Delhi)
 श्री वेकटेश्वर महाविद्यालय
 (दिल्ली विश्वविद्यालय)

FEEDBACK FORM

LIBRARY

FREE (WEEDED-OUT) BOOKS DISTRIBUTION

Name: Subject Sehgal

Course: B.Sc (Hons) Stat.

Roll No: 1921003

Number of books you have taken?	12
Do you like this initiative?	Excellent-
Do you want this initiative again in future?	Sure
How satisfied are you with this initiative?	① ② ③ ④ ⑤ <input checked="" type="checkbox"/>

Sehgal
SIGNATURE



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

Sri Venkateswara College

(University of Delhi)

NAAC Grade A+

CERTIFICATE

This is to certify that the "Free Book Distribution" was successfully conducted from 19th September, 2022 to 23rd September, 2022 from 10:00 A.M. to 4:00 P.M. at the college foyer by Department of Library in the offline mode and its event report has been submitted to IQAC for records.

Pranav
Romathirasi

Event In-Charge

Suman

IQAC Coordinator

C. Shula Reddy

Principal