



**SRI VENKATESWARA COLLEGE
(University of Delhi)**

Managed by Tirumala Tirupati Devasthanams (TTD)

NAAC Accredited "A+" Grade (2022)

**Benito Juarez Road
Dhaura Kuan, New Delhi -110021
Phone: 91 11-24118590
Fax: 911124118535
Webpage: www.svc.ac.in
Email: principal@svc.ac.in**

**CRITERIA 6
Supporting Document**

**6.2.1 The institutional Strategic/ perspective plan effectively
deployed**

Successful Activity Implemented

RENOVATION OF COLLEGE LIBRARY


Coordinator, IQAC
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan, New Delhi-110021

**Prof. Vartika Mathur
IQAC Coordinator**


Principal
श्री वेंकटेश्वर महाविद्यालय
Sri Venkateswara College
दिल्ली विश्वविद्यालय / University of Delhi
धौरा कुआं, नई दिल्ली / Dhaura Kuan, New Delhi-21

**Prof. Vajala Ravi
Principal**

Libraries remain essential to academic life, but updating them helps ensure they continue to meet the ever-changing needs of the academic community. Although college library renovation vision and execution has been undergoing since last few years but here we have compiled only the updates of renovated library between year 2023 to 2024.

Renovating a college library was necessary for several reasons, and the decision to do so reflects a commitment to improving the student experience, academic resources, and overall functionality of the space. The following three main reasons were considered for renovation:

- 1. Infrastructure Improvements:** The outdated infrastructure in library related to everything from furniture to lighting, flexible seating arrangements needed improvements as it creates a more comfortable and inviting space for students and faculty.
- 2. Integration of Technology** - Libraries needs to keep up with technological advancements. A renovation to create more space for computer stations, digital media rooms, and access to e-resources, are crucial for modern research and learning.
- 3. Expanding Collections or Services-** Over time, the library's collection and services were outgrowing the existing space. This renovation is supposed to add more room for books, journals, digital collections, and study areas.

In the following few pages the details related to library renovation are compiled to appreciate the overall systematic planning and execution of the work involving time, money and energy of many teachers and staff members. The details are provided here are arranged as mentioned below:

1. Minutes of meetings stating agenda and proposal related to construction/renovation and development of the library.
2. Budget estimation letter to Principal
3. Approval Letter of Purchase
4. Equipment added
5. Facilities improved
6. Staff appointed
7. Facilitators involved
8. Some photographs of before and after library renovation.
9. Photographs of newly added facilities (desktops/ table/chairs etc.)
10. Future plans in the pipeline.


प्रधानाचार्य
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1. Minutes of meetings stating agenda and proposal related to construction/renovation and development of the library.



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UNIVERSITY OF DELHI



Ref No. SVC/PO/Notice/2023

Date: 27.09.2023

NOTICE

In partial modification of Notice No. SVC/PO/Notice/2023 dated 25.09.2023, a meeting of the Library Committee is scheduled on 10.10.2023 (Tuesday) at 11:30 A.M. in the committee room.

Agenda:-

1. Delnet subscription
2. Libsys renewal
3. Lost book payment
4. Library budget
5. PWD student (Representation)
6. Update about library interior including furniture
7. Hiring of library staff and trainees
8. Any other matter with permission of chair

The following persons are requested to attend the same:-

- | | | |
|---------------------------------|---|-----------------|
| 1. Prof. Nabanipa Bhattacharjee | - | Convener |
| 2. Dr. Vikash Jorwal | - | Member |
| 3. Ms Antima Sharma | - | Member |
| 4. Dr. T. Satheesh | - | Member |
| 5. Ms. N. Tejaswini | - | Member |
| 6. Dr. Sachin Kumar | - | Member |
| 7. Dr. Kanwar Singh | - | Member |
| 8. Dr. Alok Kumar Singh | - | Member |
| 9. Dr. Ningmuanching | - | Member |
| 10. Dr. Praveen Verma | - | Member |
| 11. Dr. Lakshay Malhotra | - | Member |
| 12. Dr. Urmi Bhattacharyya | - | Member |
| 13. Dr. Neha Singhal | - | Member |
| 14. Dr. S. Krishna Kumar | - | Special Invitee |
| 15. Dr. Deepa Singhal | - | Special Invitee |
| 16. Ms Roma Tiwari | - | Special Invitee |

Copy to:-

1. All concerned persons.
2. Office File.

कार्यवाहक प्राचार्य/Ag. Principal

PRINCIPAL (Acting)
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan, New Delhi-110021


प्रधानाचार्य
Principals
श्री वेंकटेश्वर महाविद्यालय
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Ref No. SVC/PO/Notice/2023

Date: 27.10.2023

NOTICE

A meeting of the Library Committee is scheduled on 31.10.2023 (Tuesday) at 11:30 A.M. in the committee room.

Agenda:-

1. Furnishing of the renovated section of the Library
2. Matter of reading room flooring
3. Revised Library Budget
4. Any other matter with permission of Chair

The following persons are requested to attend the same:-

- | | | |
|---------------------------------|---|-----------------|
| 1. Prof. Nabanipa Bhattacharjee | - | Convener |
| 2. Dr. Vikash Jorwal | - | Member |
| 3. Ms Antima Sharma | - | Member |
| 4. Dr. T. Satheesh | - | Member |
| 5. Ms. N. Tejaswini | - | Member |
| 6. Dr. Sachin Kumar | - | Member |
| 7. Dr. Kanwar Singh | - | Member |
| 8. Dr. Alok Kumar Singh | - | Member |
| 9. Dr. Ningmuanching | - | Member |
| 10. Dr. Praveen Verma | - | Member |
| 11. Dr. Lakshay Malhotra | - | Member |
| 12. Dr. Urmi Bhattacharyya | - | Member |
| 13. Dr. Neha Singhal | - | Member |
| 14. Dr. S. Krishna Kumar | - | Special Invitee |
| 15. Dr. Deepa Singhal | - | Special Invitee |

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No. SVC/Notice/2024

Date: 02.02.2024

NOTICE

A meeting of the Library Committee is scheduled to be held on **5th February, Monday** at 12:00 noon in the **Committee Room**.

Agenda: -

- Review of allocated tasks to the sub-committees.
- Review of state of library funds and expenditure incurred (and planned/proposed) on interior design etc; review of priority tasks and expenditure especially PwD equipment.
- Status and refurbishing of reading room of the library on first floor .
- Status of the circulation counter, PwD room, Librarian's cabin, Research Scholars' room, staff enclosure, CCTV cameras, fans, lights, Internet, Computers etc.
- Status of the 08 steel racks stored away.
- Matter and cost of transition to COHA; purchase of Dspace; distribution of DELNET IDs etc.
- Any other matter with permission of Chair.

The following Members are requested to attend the same: -

1. Prof. Nabanipa Bhattacharjee - Convenor
2. Dr. S. Krishnakumar, Bursar - Special Invitee
3. Dr. Vikas Jorwal - Member
4. Ms. Antima Sharma - Member
5. Dr. T. Satheesh - Member
6. Ms. N. Tejaswini - Member
7. Dr. Sachin Kumar - Member
8. Dr. Kanwar Singh - Member
9. Dr. Alok Kumar Singh - Member
10. Dr. Ningmuanching - Member
11. Dr. Praveen Verma - Member
12. Dr. Lakshay Malhotra - Member
13. Dr. Urmi Bhattacharyya - Member
14. Dr. Neha Singhal - Member
15. Mr. Naveen Chaudhary, STA - Special Invitee


Prof. K Chandramani Singh
Acting Principal

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Principal
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No. SVC/Notice/2024

Date: 19.02.2024

NOTICE

A meeting of the Library Committee is scheduled on **21.02.2024** (Wednesday) at **02:30 PM** in the Committee room.

Agenda –

1. Perusal, discussion and decision on reports submitted by LC internal teams constituted in the last meeting regarding Library interior design.
2. NAAC requirements for Library.
3. Prof. Nirmal Kumar's letter regarding book procurement policy of college
4. Confirmation of minutes of last meeting.
5. Any other matter with the permission of Chair.

The following Members alongwith the Special Invitees are requested to attend the same: -

- | | |
|-----------------------------------------------|-------------------------------------------------------------------------------|
| 1. Prof. Nabanipa Bhattacharjee
(Convenor) | 10. Dr. Praveen Verma |
| 2. Mr. Vikas Jorwal | 11. Dr. Lakshay Malhotra |
| 3. Ms. Antima Sharma | 12. Dr. Urmi Bhattacharyya |
| 4. Dr. T. Satheesh | 13. Dr. Neha Singhal |
| 5. Ms. N. Tejaswini | 14. Dr. S. Krishna Kumar, Bursar
(Special Invitee) |
| 6. Dr. Sachin Kumar | 15. Dr. Nimisha Sinha, Coordinator, NAAC
Criterion No. 4 (Special Invitee) |
| 7. Dr. Kanwar Singh | 16. Dr. Deepa Singhal, Librarian
(Special Invitee) |
| 8. Dr. Alok Kumar Singh | |
| 9. Dr. Ningmuanching | |

Prof. K Chandramani Singh

Acting Principal (Acting)
Sri Venkateswara College
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No. SVC/SPA/Lib/Notice/2024

Date: 30.08.2024

NOTICE

A meeting of the Library Committee is scheduled on **11.09.2024** (Wednesday) at **11:45 AM** in the **Committee room**.

Agenda:-

1. Principal's introduction to Library affairs and the Library Committee members.
2. Status of Library renovation and interior design etc.
3. Status of Library fund/grant etc for purpose of renovation, design, software purchase etc.
4. Any other matter with permission of Chair

The following Members along with the Special Invitees are requested to attend the same: -

- | | | |
|----------------------------------|---|-----------------|
| 1. Prof. Nabanipa Bhattacharjee | - | Convenor |
| 2. Mr. Vikas Jorwal | - | Member |
| 3. Ms. Antima Sharma | - | Member |
| 4. Dr. T. Satheesh | - | Member |
| 5. Ms. N. Tejaswini | - | Member |
| 6. Dr. Sachin Kumar | - | Member |
| 7. Dr. Kanwar Singh | - | Member |
| 8. Dr. Alok Kumar Singh | - | Member |
| 9. Dr. Ningmuanching | - | Member |
| 10. Dr. Praveen Verma | - | Member |
| 11. Dr. Lakshay Malhotra | - | Member |
| 12. Dr. Urmi Bhattacharyya | - | Member |
| 13. Dr. Neha Singhal | - | Member |
| 14. Dr. S. Krishna Kumar, Bursar | - | Special Invitee |
| 15. Dr. Deepa Singhal, Librarian | - | Special Invitee |

प्राचार्या/ Principal

प्रधानाचार्य

Principal

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2. Budget estimation letter to Principal



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original

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Library Budget - 2023-24 (Tentative)

➤ Calculation of Under Graduate Student's Collection:

Total Number of UG Students	=	4078	
Per Student Fee Collection	=	Rs. 880/-	
Total amount Collected	=	4078 X 880	= Rs. 35,88,640/-

(a)

➤ Calculation of Under Graduates Dept. Library Grant:

Per UG Student Fee for DLG	=	Rs. 110/-	
DLG amount	=	Number of UG Students X Rs. 110/-	
	=	4078 X Rs 110	= Rs. 4,48,580/-

(b)

➤ Calculation of Post Graduate Student's Collection Grant:

Total number of P.G. students	=	144	
Per student fee Collection	=	Rs. 880/-	
Total Amount Collected	=	144 X Rs. 880/-	= Rs.1,26,720/-

(c)

➤ Total Library Budget Amount (Except DLG)

(a) + (c)	=	Rs. 35,88,640/- + Rs.1,26,720/-	
	=	Rs. 37,15,360/-	(1)

29,72,288

Budget Allocations:

➤ Library General Book Grant:

Library General Budget @13%	=	Rs. 37,15,360 *13%	
	=	Rs.4,82,996.80/-	(2)
		(Rs.4,82,997.00)	

Library General budget i.e. Rs. 4,82,997/- Breakup:

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(a)	For Journals and Newspapers	=	Rs. 2,50,000/-	(a)
(b)	For Binding	=	Rs. 1,00,000/-	(b)
(c)	For procurement of General Books	=	Rs. 1,32,997/-	(c)

➤ **Other Deductions from main Budget:**

I.	For Contingency* Expenses	=	Rs. 2,00,000/-
II.	For Telugu Department	=	Rs. 10,000/-
III.	For Tamil Department	=	Rs. 10,000/-
IV.	For Environmental Sciences	=	Rs. 10,000/-
V.	For Physical Education	=	Rs. 10,000/-
VI.	For ICT and Library Software (Infrastructure) (Pw D)	=	Rs. 7,00,000/-
Total amount spend in grant allocation <i>only part of it; 1/3 rd.</i>			
	Remaining Amount	=	Rs. 9,40,000/- (3)
(I + II + III + IV + V + VI + VII + VIII)			

Amount for distribution among departments

=	Rs. 37,15,360 - (Rs. 4,82,997 + Rs. 9,40,000/-)
=	Rs. 22,92,363/- { 1 - (2 + 3)}

*Library General Contingency Grant may also be utilized for any other purpose if required.

➤ **Allocations to Departments:**

Total number of students UG + PG	=	4078 + 144 =	4222
Total amount for distribution	=	Rs. 22,92,363/-	
Per Students Distribution	=	Rs. 542.956/-	

→ included under the fund to be taken as subsidy to library
(K. Anand)

[Signature]

[Signature]
Principal
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Department library grant

1. Department library grant as per UG student is Rs. 110/-
2. B.A. (Prog.) Grant Rs 46,090/4 = **Rs. 11,522.50 (Round Off Rs. 11,522)** will be added to Economics, History, Political Science & Sociology.
3. B.Sc.(Life Sciences) Grant Rs. 45,100/3 = **Rs. 15,033.33 (Round Off Rs. 15,033)** will be added to Botany, Zoology and Chemistry.
4. Total no. of UG Students **3,249 (Excluding Life science students 410 and BA Prog. Students 419). Total no of UG students is 4,078.**

(x) :

S.No.	Department	No. of Students of UG	BA (Prog.) Grant	BSc. Life science grant	Allotted grant as per department	Final Grant as per department
1	Botany	101		15,033	11,110	26,143
2	Zoology	89		15,033	9,790	24,823
3	Chemistry	209		15,033	22,990	38,023
4	Bio-Chemistry	137			15,070	15,070
5	Biological Sciences	138			15,180	15,180
6	Physics	134			14,740	14,740
7	Electronics	115			12,650	12,650
8	Mathematics	328			36,080	36,080
9	Statistics	84			9,240	9,240
10	Economics	176	11,522		19,360	30,882
11	History	150	11,522		16,500	28,022
12	Political Sciences	178	11,522		19,580	31,102
13	Sociology	133	11,522		14,630	26,152
14	English	159			17,490	17,490
15	Hindi	135			14,850	14,850
16	Sanskrit	86			9,460	9,460
17	Commerce	897			98,670	98,670
	TOTAL	3,249	46,088	45,099	3,57,390	4,48,577


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Step-1: Student Strength Department Wise and Concern Grant

S.No.	Department	No. of Students of UG + PG	Total No. of Students	Amount Per Students (In Rs.)	Amount Per Department (In Rs.)	Round Off Amount (In Rs.)
1	Botany	101	101	542.956	54,838.556	54,839
2	Zoology	89	89	542.956	48,323.084	48,323
3	Chemistry	209 + 18	227	542.956	1,23,251.012	1,23,251
4	Bio-Chemistry	137	137	542.956	74,384.972	74,385
5	Life Science	410	410	542.956	2,22,611.96	2,22,612
6	Biological Sciences	138	138	542.956	74,927.928	74,928
7	Physics	134 + 23	157	542.956	85,244.092	85,244
8	Electronics	115	115	542.956	62,439.94	62,440
9	Mathematics	328 + 18	346	542.956	1,87,862.776	1,87,863
10	Statistics	84 + 21	105	542.956	57,010.38	57,010
11	Economics	176	176	542.956	95,560.256	95,560
12	History	150 + 26	176	542.956	95,560.256	95,560
13	Political Sciences	178	178	542.956	96,646.168	96,646
14	Sociology	133	133	542.956	72,213.148	72,213
15	English	159 + 16	175	542.956	95,017.3	95,017
16	Hindi	135	135	542.956	73,299.06	73,299
17	Sanskrit	86 + 22	108	542.956	58,639.248	58,639
18	Commerce	897	897	542.956	4,87,031.532	4,87,032
19	B.A. Prog	419	419	542.956	2,27,498.564	2,27,499
	TOTAL				22,92,360.23	22,92,360

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**Step-2: B.A. (Prog.) and B.Sc. (Life Science) Grant Distributing
among their concern Depts.**

1. B.A. (Prog.) Grant Rs 2,27,499/4 = **Rs. 56,874.75 (Round Off Rs. 56,875)** will be added to Economics, History, Political Science & Sociology.
2. B.Sc.(Life Sciences) Grant Rs. 2,22,612/3 = **Rs. 74,204** will be added to Botany, Zoology and Chemistry.

S.No.	Department	B.A. (Prog.) Grant	B.Sc. Life Science Grant	Alloted Grant	Final Grant
1	Botany	0	74,204	54,839	1,29,043
2	Zoology	0	74,204	48,323	1,22,527
3	Chemistry	0	74,204	1,23,251	1,97,455
4	Bio-Chemistry	0	0	74,385	74,385
5	Biological Sciences	0	0	74,928	74,928
6	Physics	0	0	85,244	85,244
7	Electronics	0	0	62,440	62,440
8	Mathematics	0	0	1,87,863	1,87,863
9	Statistics	0	0	57,010	57,010
10	Economics	56,875	0	95,560	1,52,435
11	History	56,875	0	95,560	1,52,435
12	Political Sciences	56,875	0	96,646	1,53,521
13	Sociology	56,875	0	72,213	1,29,088
14	English	0	0	95,017	95,017
15	Hindi	0	0	73,299	73,299
16	Sanskrit	0	0	58,639	58,639
17	Commerce	0	0	4,87,032	4,87,032
18	Tamil	0	0	10,000	10,000
19	Telugu	0	0	10,000	10,000
20	Environmental Sciences	0	0	10,000	10,000
21	Physical Education	0	0	10,000	10,000
	TOTAL				23,32,361


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LIBRARY

Library Grant - 2023-24 (Tentative)

S.No.	Department	Grant In	60% (For Physical Books)	40% (Of remaining Grand)	20% (For E- Books)	20% (For Hindi Medium Books)
1.	Botany	1,29,043	77425.8	51617.2	25808.6	25808.6
2.	Zoology	1,22,527	73516.2	49010.8	24505.4	24505.4
3.	Chemistry	1,97,455	118473	78982	39491	39491
4.	Bio-Chemistry	74,385	44631	29754	14877	14877
5.	Biological Sciences	74,928	44956.8	29971.2	14985.6	14985.6
6.	Physics	85,244	51146.4	34097.6	17048.8	17048.8
7.	Electronics	62,440	37464	24976	12488	12488
8.	Mathematics	1,87,863	112717.8	75145.2	37572.6	37572.6
9.	Statistics	57,010	34206	22804	11402	11402
10.	Economics	1,52,435	91461	60974	30487	30487
11.	History	1,52,435	91461	60974	30487	30487
12.	Political Sciences	1,53,521	92112.6	61408.4	30704.2	30704.2
13.	Sociology	1,29,088	77452.8	51635.2	25817.6	25817.6
14.	English	95,017	57010.2	38006.8	19003.4	19003.4
15.	Hindi	73,299	43979.4	29319.6	14659.8	14659.8
16.	Sanskrit	58,639	35183.4	23455.6	11727.8	11727.8
17.	Commerce	4,87,032	292219.2	194812.8	97406.4	97406.4
18.	Tamil	10,000	6000	4000	2000	2000
19.	Telugu	10,000	6000	4000	2000	2000
20.	Environmental Sciences	10,000	6000	4000	2000	2000
21.	Physical Education	10,000	6000	4000	2000	2000
	TOTAL	23,32,361	13,99,416.6	9,32,944.4	4,66,472.2	466472.2

to shall be used to purchase library also

(Signature on 1/11/24)


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Sri Venkateswara College
दिल्ली विश्वविद्यालय / University of Delhi
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21

Deep Singh
16/10/23
Librarian

16/10/23
Convener
Library Committee

17/10/23
S.O. Accounts

(Kishore Kumar)
17/10/23
Bursar

18/10/23
Principal

① 20% of total Fee receipt will be deducted from the Library funds towards establishment expenses etc. as per the discretion of the Competent Authority.

17/10/23

② The actual amount which the department can spend (both at the college and dept library level) a notice of the same shall immediately be made and sent to the office

(Kishore Kumar)
17/10/23

Permitted as
proposed above

18/10/23

3. Approval Letter of Purchase

Permission for Workstation

रु.रस. राशि/अं.

To
The Principal
Sri Venkateswara College, DU
New Delhi

21-12-2023

21/12/2023

Sub: - Request permission for setup of workstation for faculty room - Reg.

Respected Sir,

The library committee of the college in its meeting held on 22 November, 2023, it is decided that the setup of workstation has to be done for the faculty room which is on the first floor of the new renovated library. The estimated cost of the setup of workstation is around Rs. 1.50 lakhs.

I request you, kindly give permission for the same.

Thank you

Yours Faithfully

Dr. Deepa Singhal
(Librarian)

21/12/23

Attached: Minutes of the Library Committee

Permitted from library fund
(Girdharam)

Principal
श्री वेंकटेश्वर महाविद्यालय
Sri Venkateswara College
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धौला कुआँ, नई दिल्ली / Dhauia Kuan, New Delhi-21

Permission for Circular Counter

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

Date: 18-08-2023

Subject: Permission for making Circulation Counter in library-reg.

Respected Madam,

I would like to draw your kind attention that the renovation work of our library has been completed. Now we want to shift there for smooth functioning of library. We need Circulation Counter for Issue/ Return of books and dealing with students. Estimated cost of making Circulation Counter in library is Rs. 3,00,000/.

Kindly give us permission for making Circulation Counter in library.

Thanking You

Yours sincerely,

Deepa Singhal
18/8/23
Dr. Deepa Singhal
Librarian

Permitted subject of the availability of
Library funds
(with demand)
18/8/23

W
18/8/23

Principal
Principal
श्री वेंकटेश्वर महाविद्यालय
Sri Venkateswara College
दिल्ली विश्वविद्यालय / University of Delhi
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21

Permission for Book Racks

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

*Success
31/7/23*
*Shall go ahead with the library
online billing process as required through GEM*
*from the library
Date: 31-07-2023*
1/8/2023
*Library
purser
com*

Subject: Permission for purchasing the Book Racks for ground floor for new library-reg.

Respected Madam,

I would like to draw your kind attention that the renovation work of our library has been completed. Now we want to shift there before the new session starts. We need new racks for the new library. Because some of the old racks are not moveable, not in good condition and they are higher than the ground floor height of the new library. Approximately 12 racks for different sizes are required for ground floor. It was approved in library meeting.

Kindly give us permission to purchase new book racks for library and minutes of library meet. Attached herewith the requirement of racks.

Thanking You

Yours sincerely,

Deepa Singh
31/7/23

Dr. Deepa Singhal

Librarian

Deepa Singh
Principal
श्री वेंकटेश्वर महाविद्यालय
Sri Venkateswara College
दिल्ली विश्वविद्यालय / University of Delhi
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21

Permission for Librarian Room's Computer Table and Chair

Approved
10/11/2024

To

10.01.24

The Principal
Sri Venkateswara College
University of Delhi,
Dhaura Kuan,
New Delhi -110021

Sub: Permission to purchase Librarian Room's computer table and chair -Reg.

I would like to inform you that as our library committee of the college in its meeting held on 22 November, 2023, it is decided and approved to buy a computer table and chair for the Librarian Room. So, it's request to give permission to purchase for the same. The estimated cost of one computer table and chair is around Rs. 15,000/-.

I request you, kindly give permission for the same.

Thanking You,

Yours Sincerely

Deepa Singh
10/11/24
Dr. Deepa Singhal
(Librarian)

Permitted from the library funds
(Kamran)

Encl.: minutes of the library committee

Principal
Sri Venkateswara College
दिल्ली विश्वविद्यालय / University of Delhi
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21

Permission Wooden Almirah for reference Section

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

Date: 31-07-2023

Received
31/7/23

Subject: Permission for purchasing the Wooden Almirah for Reference Section for new Library-reg.

Respected Madam,

I would like to draw your kind attention that the renovation work of our library has been completed. Now we want to shift there before the new session starts. We need Wooden Almirah for Reference Section for the new library. Because some of the old Wooden Almirahs has been destroyed during the time of shifting and some are not in good condition. Approximately 8 Wooden Almirahs are required for Reference Section. *It was approved in the library meeting.* Kindly give us permission to purchase Wooden Almirahs for Reference Section.

Attached herewith the measurements & requirement of Wooden Almirahs. *and minutes of library meeting.*

Thanking You

Yours sincerely,

Deepa Singh
31/7/23
Dr. Deepa Singhal
Librarian

shall go ahead with the purchase
of the same

Attn. Library Purchase Committee
from the library staff

(Signature)
1/9/2023

Principle
प्रधानाचार्य
Principal
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4. EQUIPMENT ADDED

S. No.	Kind of Furniture	No. of Quantity
1.	Wooden Almirah (Reference Room)	8
2.	Iron Racks (Ground Floor)	12
3.	Circulation Counter (With Mirror Systems)	1
4.	Modular work station (Faculty Reading Room)	1
5.	One Computer Table & one Revolving Chair (Librarian room)	1+1

5. FACILITIES IMPROVED:

- i. DELNET for Inter Library Loan
- ii. Modular workstation for faculty room
- iii. CCTV
- iv. New Circulation counter with Mirror System
- v. Reference Section
- vi. DULS E-library Remote Access for all Students
- vii. DULS Braille Library Membership for Visually Impaired Students
- viii. Library Reading Room open in every Saturday and extend the reading room timing in examination duration.

6. STAFF APPOINTED:









- | | | |
|-------|---------------------|-------------------------------|
| I. | Dr. Deepa Singhal | Librarian (Deputation) |
| II. | Neeraj Kumar Sharma | Library Attendant (Permanent) |
| III. | Neeraj | Library Attendant (Permanent) |
| IV. | Jatin | Library Attendant (Permanent) |
| V. | Nasreen Ansari | Library Attendant (Permanent) |
| VI. | Arvind Kumar | Library Attendant (Permanent) |
| VII. | Kavita Dutt | Library Attendant (Permanent) |
| VIII. | Ekta | Library Attendant (Permanent) |

7. FACILITATORS INVOLVED


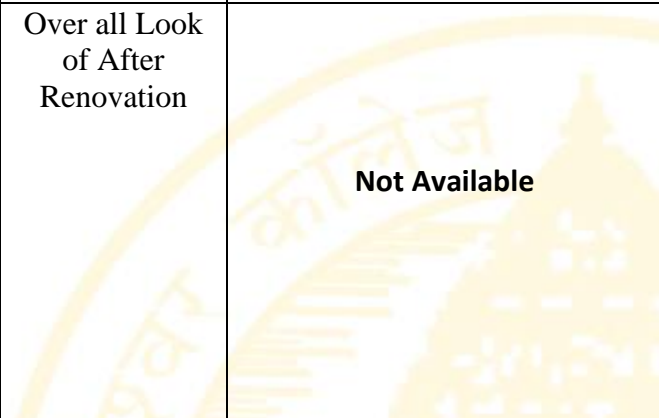
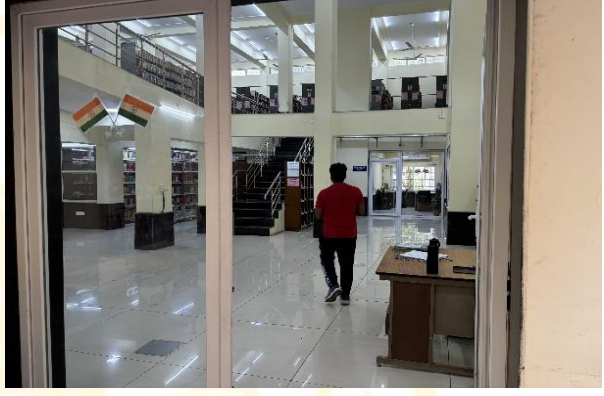
All Library Staff


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8. SOME PHOTOGRAPHS OF BEFORE AND AFTER LIBRARY RENOVATION.

Sr. No.	Kind of Furniture	Picture	
		Before	After
1.	Librarian Room	Not Available	
2.	Stack Area		 
3.	Circulation Counter (with Mirror System)		
4.	Checking Point		

5..	Student Reading Room	 <p>New Delhi, Delhi, India Sri Venkateswara College, Dhaula Kuan Enclave 1, Dhaula Kuan, New Delhi, Delhi 110021, India Lat: 28.5897° Long: 77.167184° 17/05/23 08:07 AM GMT +05:30</p>	
6.	PWD Room	<p style="text-align: center;">Not Available</p>	
7.	Reference Section	<p style="text-align: center;">Not Available</p>	 
8.	New Arrival	<p style="text-align: center;">Not Available</p>	

9.	Periodical	<p style="text-align: center;">Not Available</p>	
10.	Over all Look of After Renovation	 <p style="text-align: center;">Not Available</p>	


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9. PHOTOGRAPHS OF NEWLY ADDED FACILITIES (DESKTOPS/
TABLE/CHAIRS ETC.)



(Circulation Counter with
Mirror System)



(Librarian Table & Chair)



(Faculty Reading Room)



(Visitor Register)



(Reference Section)



(Wooden Almirah)


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(PWD Room)



(Property Counter)



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10. FUTURE PLANS IN THE PIPELINE.

Future road map for library development

1) KOHA Software (for Automation)

KOHA is a comprehensive open-source Integrated Library System (ILS) that offers various modules to support library functions. These modules cover acquisitions, cataloguing, circulation, serials, and reports, Patrons, administration, tools and online public access catalogue (OPAC).

2) D-Space (Institutional Repository)

DSpace is an open source software for build an open Digital repository. This software package typically used for creating open access repositories for scholarly and/or published digital content. DSpace manages and preserves all types of digital file formats - from PDFs to image files (PNG, JPEG, etc.) to audio-video files (MPEG).

3) RFID (Radio Frequency Identification)

RFID tags are a tracking system that uses radio frequencies to locate, identify, track and communicate with objects and people. These tags are smart labels that can store a range of information, from serial numbers to a brief description to pages of data.

4) Renovation for Reading Room

5) Development for PWD Room (Furniture and assistive technologies and equipment)

6) Development for Digital Room (Furniture and Computer Systems)




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THE INSTITUTIONAL STRATEGIC/ PERSPECTIVE PLAN WHICH CAN BE EFFECTIVELY DEPLOYED UNDER CRITERIA 6.2.1 IN THE COMING YEAR



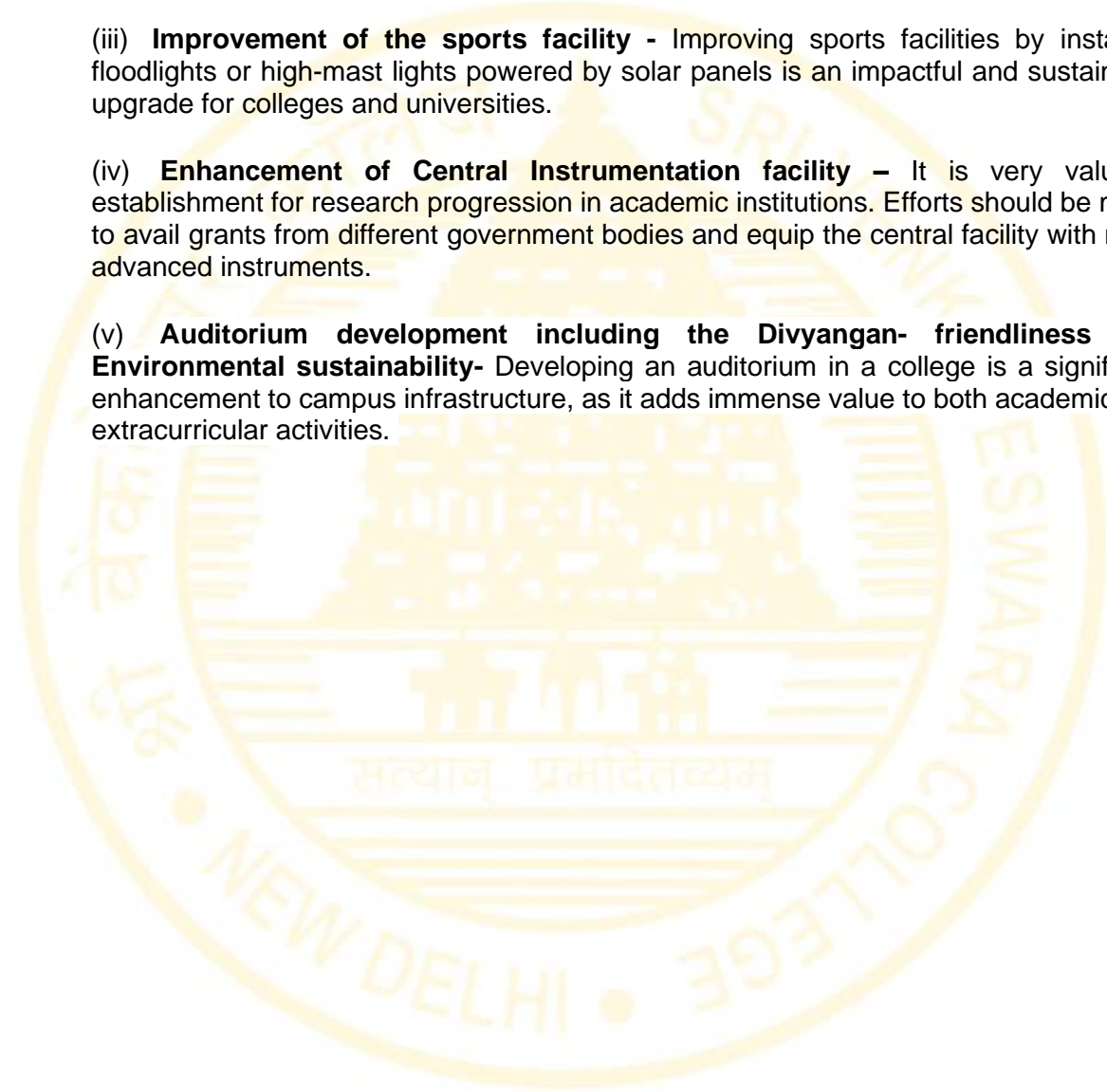
(i) **Increasing Hostel Capacity or establishment of new hostel** - The development of college hostels is essential for various reasons, as it plays a crucial role in supporting students' academic success, well-being, and overall college experience. we have accommodation for 144 students only. However, every year there are more than 500 applications received.

(ii) **Establishment of new classrooms and laboratories in view of NEP2020** - The development of new classrooms and laboratories in colleges is critical for several reasons, as it directly impacts the quality of education, student engagement, and the institution's ability to meet current academic and industry standards.

(iii) **Improvement of the sports facility** - Improving sports facilities by installing floodlights or high-mast lights powered by solar panels is an impactful and sustainable upgrade for colleges and universities.

(iv) **Enhancement of Central Instrumentation facility** – It is very valuable establishment for research progression in academic institutions. Efforts should be made to avail grants from different government bodies and equip the central facility with more advanced instruments.

(v) **Auditorium development including the Divyangan- friendliness and Environmental sustainability-** Developing an auditorium in a college is a significant enhancement to campus infrastructure, as it adds immense value to both academic and extracurricular activities.




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