

## Overview of Library

**Sri Bhagawan Mahaveer Jain Evening College** is committed to providing quality and value-based education, to help students to achieve not only a good career but also achieve all-around development of personality to face the challenges of the world.

**Our College Library is a resourceful Library.** We have a sound collection of books and periodicals of core and the related subject being taught. The main aim of our library is to support the parent institution and to provide the right information to the right user at a right time in the right form.

### **TIMINGS:**

To enable the users to make the most effective use of the resources and service. The library will be open from **8.15 am to 8.30 pm** on all the working days.

### **MEMBERSHIP:**

Teaching as well as non-teaching staff and students of our college can become member to our library.

<b>SL. No</b>	<b>DIVISIONS</b>	<b>NO OF LIBRARY CARDS GIVEN 2021-22</b>
<b>01</b>	TEACHING STAFFS	<b>28</b>
<b>02</b>	NON TEACHING STAFFS	<b>05</b>
<b>03</b>	STUDENTS	<b>877</b>

## **RULES & REGULATIONS:**

- Each library card enables the holder to borrow one book at a time.
- The Library card is not transferable.
- The user will be responsible for the book drawn on the library card.
- The condition of the book should be checked at the time of borrowing.
- Book will be issued for a period of 15 days.
- Book/s should be returned within the due date, otherwise overdue charges of Rs1-per day/book will be collected (for students)
- Loss or damage of book in any way should be replaced by the borrower. If book is out of print double the cost of the book should be paid by the borrower.
- Reference books must be referred inside the library.
- Reservation facility can be availed.
- Renewals can be made if the same is not reserved by any user.
- Librarian may recall at any time in case of urgency.
- In case of loss of Library card duplicate card will be issued on payment of Rs.25-each
- Books must be returned before examination.
- Silence must be maintained inside the library
- Token system in property counter should be maintained properly.

## STAFF PROFILE

To provide useful and timely library services we have professionally qualified and dedicated staff members:

**Librarian:**

**Mr. Bheemaraddi Giraddi**

**Educational Qualification**

Master in Library and Information Science

**Library Attender :**

**Mr. Rajesh G**

**Educational Qualification**

PUC from PU Board Bangalore

## LIBRARY COMMITTEE

A Library Committee is a body member of Comprising assigned for a particular job. The Library committee supervises and advises the librarian.

Our library committee includes the Principal, Librarian, and HODs of all the departments.

- The main functions of our library committee are top;
  - Employ competent and adequate staff
  - Suggest to Provide suitable library facilities
  - Lay down library rules regarding library services.
  - Make provision for sufficient Budget for library Purchases

The quarterly Library committee meeting is conducted. This helps the Library to improvise on the suggestions pertaining to facilities, services, utilizing of Budget, etc.

## **LIBRARY COMMITTEE MEMBERS**

1. Dr K M Mahesh                      Principal
2. Sanjay                                  Professor, Department of English
3. Dr Dinesh N                          Professor , Department of Commerce
4. Manjunath B                          Professor, Department of Commerce
5. Bindushree C K                      Ast Professor, Department of Commerce
6. Bheemaraddi G Giraddi          Librarian

## **LIBRARY COLLECTION**

**(Library Collection As on 10/02/ 2022)**

<b>TOTAL NO OF BOOKS</b>	<b>:</b>	<b>5968 (1730 w/o)</b>
<b>TOTAL NO OF PERIODICALS</b>	<b>:</b>	<b>60</b>
<b>TOTAL NO OF NEWS PAPERS</b>	<b>:</b>	<b>13</b>

### **ARANGMENT OF COLLECTION**

**BOOKS** : Commerce, Languages and Literatures

**JOURNALS** : National & International Journals

**MAGAZINES** : Subject wise within that alphabetically arranged by name

**QUESTION BANKS** : Semester wise arranged

Rack guide & Shelf guides are provided for each rack & shelf to guide the users to locate the required document easily.

## **SERVICES**

### **Issue, Return & Renewal of Books:**

Issue, return & renewal of books are the basic service of library. Books can be issued by producing their library card. Due date will be mentioned in the due date slip pasted on the page facing the back cover of the book. Books should be returned within the due date; otherwise overdue charges of Re.1/-per day/book will be charged & receipt for overdue charges will be given immediately.

Renewal can be made if users want to continue with the same book

- **Instruction for the use of library :**
- **Assistance in the location of documents :**
- **Reservation of Books:**
- **Newspaper clipping services:**
- **Reference service**
- **Photocopy Service**
- **Inter Library Loan facility (JGI Group) Service**
- **Easy Lib Library Software.**
- **Question Bank and Syllabus E-mail Service**
- **SC – ST Book Bank Service**
- **SWAYAM**

## List of Newspapers

Sl No	Name of the Newspapers
01	The Hindu
02	Times of India
03	Deccan Herald
04	Indian Express
05	Business Standard
06	Business Line
07	Business Chronicle
08	Economic Times
09	Rajasthan Patrika
10	Vijaya Karnataka
11	Samyuktha Karnataka
12	Kannada Prabha
13	Vijayavani
14	Udayavani
15	Prajavaani
16	Mint
17	Bangalore Mirror

### List of Journals

<b>Name of the Journals</b>	<b>Frequency</b>	<b>Form</b>
International Journal of Financial Management	Quarterly	Print
Journal of Commerce and Accounting Research	Quarterly	Print and Online
International Journal of Banking and Risk Insurance	biannual	Print
Indian Journal of Marketing	Monthly	Print
The Chartered Accountant student	Monthly	Print

### List of Magazines

<b>SI No</b>	<b>Name of the Magazines</b>
<b>01</b>	India Today
<b>02</b>	The Week
<b>03</b>	Time
<b>04</b>	Mayura
<b>05</b>	Thushara
<b>06</b>	General Knowledge Today
<b>07</b>	Sports Stas
<b>08</b>	Women's Era
<b>09</b>	Frontline
<b>10</b>	Auto Car
<b>11</b>	Reader's Digest



<b>12</b>	Taranga
<b>13</b>	Open Source
<b>14</b>	Karmaveera
<b>15</b>	Sudha
<b>16</b>	Civil Service Chronicle
<b>17</b>	Pratiyogita Darpana
<b>18</b>	Employment News
<b>19</b>	Admag
<b>20</b>	Basava marg
<b>21</b>	Sarita
<b>22</b>	The Book Review