



THE MOGAVEERA VYAVASTHAPAKA MANDALI

MVM Educational Campus

"Creating Quality...Delivering Excellence"

M V Mandali's Colleges of Commerce & Science

NAAC ACCREDITED

(Affiliated to University of Mumbai)

(Permanently Unaided Linguistic Minority Institution)

MVM Educational Campus Road, Off Veera Desai Road, Andheri (West), Mumbai - 400 058

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UNIVERSITY OF MUMBAI

LIBRARY AUDIT REPORT

Internal Quality Assurance Cell (IQAC)

**ACADEMIC YEAR:
2018-19 to 2022-23**

Date of Audit: 23rd March, 2024

LIBRARY AUDIT REPORT

Audit Committee Team:

Chairperson

Dr. Sanadi Dinesh Annapaa
Head Librarian - IQAC Coordinator
St. Joseph College of Arts & Commerce

Members

Smt. Swati Phadke
Librarian
Govt. of Maharashtra
Ismail Yusuf College of Arts, Science and Commerce

Dr. Rashmita Mohanty
Librarian
Tolani College of Commerce (Autonomous)

OBJECTIVE:

- To support and enhance the educational goals of the institution.
- To support learning, teaching, and research processes.
- To fulfill the needs of students and staff to achieve their highest academic potential.

ABOUT LIBRARY:

Total area of the library	1783.92 sq. ft.
Total seating capacity	50
Working hours	9 a.m.to 4:30 p.m.

LIBRARY COLLECTION:

Books	8425
Periodicals	21 (Journals-5; Magazines 6; News Paper- 10)
Audio-Visual Resources	Nil
Databases	N-List
Manuscripts	Nil
Thesis	12
Maps	Nil
Any other	Nil

LIBRARY SERVICES:

- Home Lending Service
- Reference service & referral service
- Current awareness service
- Newspaper clipping service
- Book Bank service
- Internet Facility

LIBRARY BEST PRACTICES:

- Library orientation for new students
- Conducting book exhibition
- Organizing Competitions
- Displaying the list of new arrivals on the notice board.
- Displaying articles from newspapers on the notice board periodically.
- Providing two to five books for self-study in the library.
- Student's feedback

LIBRARY STAFF:

- Librarian: 01

LIBRARY COMMITTEE:

Chairperson	Librarian – Ms. Vaishali Ekbote
Member	Asst. Prof. Mr. Manojkumar Shah
Member	CA Asst. Prof. Ms. Manasi Shah

Total Library Collection Year wise

Particulars	2022 - 23	2021 - 22	2020 - 21	2019 - 20	2018 - 19
Books	8334	7975	7975	7975	7682
Periodicals	21	Nil	Nil	31	31
Thesis & Dissertations	10	10	Nil	Nil	Nil
Gifts / Donated Books	Nil	41	05	21	Nil
Book Bank	301	50	Nil	385	194
Books Withdrawn	Nil	Nil	06	Nil	09

Books added per year

Heading	2022 - 23		2021 - 22		2020 - 21	
	No.	Amt. in Rs.	No.	Amt. in Rs.	No.	Amt. in Rs.
Number of Books	359	71,790	Nil	Nil	Nil	Nil

Books added per year

Heading	2019 - 20		2018 - 19	
	No.	Amt	No.	Amt
Number of Books	293	73,217	1441	2,34,004

Books issued per year

Heading	2022 - 23	2021 - 22	2020 - 21	2019 - 20	2018 - 19
Number of Books	4401	1469 (COVID Lockdown)	52 (COVID Lockdown)	4616	4651

Book Bank Books issued per year

Heading	2022-23	2021-22	2020-21	2019-20	2018-19
No. of Books issued	301	50	Nil	385	194
No. of Students benefited	85	10	Nil	83	42

No. of users = students + teaching + non-teaching

1) N-List usage

+ outsiders if any
[local citizens,
ex students etc.]

2) Newspaper & periodicals usage

3) Computer & internet usage

4) Lib. activities per year

5) NSS students assistance for some work giving credits

6) MoU - judges, internships

7) baggage count

8) Vision & Mission of the Library.

OBSERVATIONS:

- 1) Library is well structured and easily accessible. —
- 2) There are good collections of books. —
- 3) ICT facilities E- Library is available. —
- 4) Librarian is working as a solo librarian. Additional staff can help for better functioning. Preferably follow the Government of Maharashtra staffing pattern. —

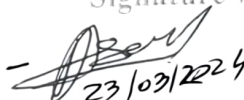
RECOMMENDATIONS:

- 1) Library Advisory Committee needs to be formed as per Maharashtra Universities Act.
- 2) Add Statistics of Newspapers, periodicals, Computer -Internet usage. Same can be displayed on the notice board.
- 3) Work on adding Baggage Counter, Library layout and Vision-Mission statements of the Library.
- 4) Form a separate budget for the library calculating the library fee collected from the students.
- 5) Book Bank facility funds can be created or financial assistance from the Student Development Department - University of Mumbai can be applied.
- 6) MOU with other College Library, Internship programme collaboration with Universities having Library Science and Earn & Learn Programme at College Level can be initiated.

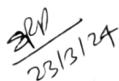
Library Audit Committee

Signature with Date

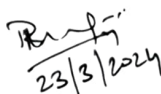
Dr. Sanadi Dinesh Annapaa - Chairperson


23/03/2024

Smt. Swati Phadke - Member


23/3/24

Dr. Rasmita Mohanty - Member


23/3/2024


23/03/24
H.C. PRINCIPAL



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