

**Shri. Balasaheb Mane Shikshan Prasarak Mandal, Ambap's
ASHOKRAO MANE GROUP OF INSTITUTIONS
Vathar Tarf Vadgaon Dist: Kolhapur**



Estd: 2009 (Code: EN6217/MB6217)
Accredited by NAAC with 'A' Grade, ISO 9001: 2008 Certified

**CENTRAL LIBRARY
LIBRARY BROCHURE**



DECEMBER 2017



Dear users,

It gives me an immense pleasure to provide this library brochure of Central Library to its users. Ashokrao Mane Group of Institutions, Vathar is a well known and reputed Institution. The library is enriched with a huge collection of reading materials in different forms and formats. The Library is computerized with Vidyasagar Easy and Useful software. The users of the library can search or browse the resources through OPAC or web-OPAC. The Library has over twenty five thousand printed documents, print journals, 253 e-journals, Back volumes, CDs, DVDs etc. as well as innumerable number of Internet based e- resources on various subjects. The library has established to cater to the needs of researchers in changing digital environment in which more than 12 computers with internet connectivity.

I hope, you will utilize the resources to enhance the professional caliber and Competence for upliftment of educational environment of the nation.

**LIBRARIAN
DR. SURYAKANT B. KEMDARNE
M.A;M.Lib;Ph.D;PGDLAN**

1. ABOUT AMGOI:

Ashokrao Mane Group of Institutions (Integrated Campus) was started in 2009 to promote Technical Education and Management studies in this part of Maharashtra state. The Integrated Campus is situated on the Poona-Bangalore National highway (NH-4), in an industrial cluster near the Kolhapur, at Vathar Tarf Vadgaon. The Integrated campus is spread over an area of 20 acres in a serene and refreshing atmosphere surrounded by greenery. The Integrated Campus is comprised of Faculty of Engineering and Faculty of Management Studies. We are dedicated to promote and foster a culture of high quality teaching and learning and to serve societal needs by encouraging, generating and promotion excellence in research and extension activities.

2. ABOUT LIBRARY:

The Central Library of AMGOI is a proud resource which manages knowledge, both in print and digital format, ensures easy and anytime access to the scholarly resources and provides faculty members and students with all the support to collect, evaluate and manage information pertaining all the streams of Engineering at AMGOI. It provides pleasant ambiance for both collaborative work and study. It offers a range of services such as membership, anytime circulation, photocopying, SMS alerts and OPAC facility etc. As an true information resource centre, the Central Library has **4267 titles**, with **25075 Volumes**, **98 National & International print Journals and online subscription of IEEE, ASCE, Springer Mechanical E-Journals and ASTM Digital Library online** from various disciplines. The digital library section with its 12 latest computer system provides video lectures to all its users. The total investment in library as on today is **Rs.1, 57, 47,870/-** The library like all vibrant and productive organizations, strives to keep pace with a global, dynamic, and technology-enabled information environment to meet the expectations of its users.

INSTITUTE VISION

To become a globally renowned institute of excellence in technology and Management education for rural community.

INSTITUTE MISSION

- To achieve excellence in technical & management education through effective teaching learning process.
- To develop professionals having values of ethics, lifelong learning, teamwork and social responsibility.

- To inculcate research and development culture.
- To enhance industry-institute interaction.
- To empower the rural community.
- To implement outcome based education (OBE).

QUALITY POLICY

“We at AMGOI, are committed to impart quality technical education and managerial skills with active involvement of all stakeholders and strive hard for our students’ satisfaction by continual improvement and systematic approach.” **AMGOI**

LIBRARY AT A GLANCE

LIBRARY AREA 615 Sq Mtr

STUDY ROOM SEATING CAPACITY 180

TOTAL LIBRARY BOOK COLLECTION

➤ No. Of. Titles	4267
➤ No. of Volumes	25075
➤ Book Bank Collection	3235

JOURNAL COLLECTION

➤ Total Print Journals	98
➤ National Journals	59
➤ International Journals	39
➤ Back Volumes (Journals) : (UG+PG)	387
➤ Back Volumes (Journals) : MBA	64
➤ Online E-Journals	271
(IEEE-179, ASCE-35, Springer Mech.-49 E-Journals, ASTM-8)	
➤ News papers and magazine	15

OTHER COLLECTION

➤ CDs	1050
➤ NPTEL Video Lectures	932
➤ Project reports	207

DIGITAL LIBRARY

➤ Digital Library computers with internet connection	12
➤ Library software: Vidyasagar easy and useful	01

TOTAL LIBRARY EXPENDITURE

➤ Total investment	Rs.1,57,47,870/-
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3. LIBRARY WORKING HOURS AND ACCESSIBILITY TO STUDENTS AND STAFFS: OPEN ACCESS TO ALL LIBRARY MEMBERS

Monday to Saturday	8.00am to 8.00pm		
Sunday & Gen. Holidays	9.30am to 5.00pm		
During examination	8.00am to 10.00pm		
Summer and Winter Vacations	Library follows separate timings which will be displayed on the notice board from time to time.		
Library will remain closed on 5 National holidays	26 th January, 15 th August, 2 nd October, Dassehara and Diwali		
Course	Circulation Section issue/return/Renewals	Reference book/journals	Digital Library Online/Offline
Engineering	9.00am to 6.00pm	To read inside the library only	9.00am to 6.00pm
MBA	9.00am to 6.00pm	To read inside the library only	9.00am to 6.00pm
Staff	9.00am to 6.00pm	To read inside the library only	9.00am to 6.00pm

Library entry and services are restricted to only authorize members of holding valid AMGOI ID. Other visitors need to take permission from the library

4. LIBRARY COLLECTION:

PRINT MATERIAL COLLECTION:

U.G. Section

S N	Department	Civil	CSE	Mechanical	E & TC	Electrical	Applied Science	Reference books	Book bank collecti on
1	No Of Titles	494	688	722	542	344	207	447	71
2	No of Volumes	2879	3240	5188	3003	2703	887	4478	3235
3	Total Journals	16	15	35	11	12	02	--	--
4	National Journals	10	08	18	08	07	02	--	--
5	International journals	06	07	17	03	5	-	--	--
6	Online E -Journals packages	ASCE/ ASTM	IEEE/ ASTM	Springer Mech. / ASTM	IEEE/ ASTM	IEEE/ ASTM	IEEE/ ASTM	--	--

P.G. Section

S N	Department	Civil Engg. Construction Management	CSE	Mechanical Production Engg	Mechanical Design Engg.	E &TC	MBA
1	No Of Titles	121	91	86	104	123	772
2	No of Volumes	324	284	273	353	366	1960
3	Total Journals	16	15	35	35	11	12
4	National Journals	10	08	18	18	08	11
5	International journals	06	07	17	17	03	01
6	Reference books	111	115	120	150	170	550
6	Online E Journals Packages	ASCE/ ASTM	IEEE/ ASTM	Springer Mech./ ASTM	Springer Mech./ASTM	IEEE/ ASTM	IEEE



LIBRARY COLLECTION

5. The Salient features of the library are as given below:

1. THE TOTAL LIBRARY AREA: 615 Sq Mtr Section including OPAC, Circulation Section, Text Book Section, Reference Section, Dissertations and Reports Section, Periodicals Section, Reading room and Digital Library etc.

2. IT INFRASTRUCTURE: The Central Library is a part of the institute-wide network built around a fiber optic backbone comprising of High speed switches. The library is connected to

the backbone through one of the web smart L.2 switches. Institutes backbone in turn is connected to 80 Mbps of Internet leased line from Vodafone.

3. LIBRARY COMPUTERIZATION: The Library uses ‘Vidyasagar : Easy and Useful’ software package which is an integrated multi-user library management system that supports all housekeeping operations of the Library. The software consists of modules on acquisition, cataloguing, circulation, serial control, utilities and OPAC. Retrospective conversion of bibliographic records has been completed and more than **25075** bibliographic records of books available in the Library can now be accessed through the Easy and Useful software OPAC. The database of books available in the Library is being updated on day to day basis with details of recently circulated and purchased books. Records of all the Library patrons have also been created in the software.

4. DIGITAL LIBRARY: The Digital Library section has 12 latest PCs to access the online journals and video lectures. 02 PCS are meant for users to access OPAC, databases, e-books, e-journals and other e-resources. The reading section in the library is Wi-Fi enabled to provide wireless access to the Internet. Users are welcome to use their laptops in the library.

Digital Library : Library as a Learning Resource

Usage of Open Educational Resources by students & faculty

Digital Library : E-Journals, E-Books & Internet Access

Reprographic services: Print, Copy, Scan

Web OPAC Facility

Topper Incentive scheme

Book Bank Scheme

Book lending, Reference/periodical consultation

IEEE

ASCE
AMERICAN SOCIETY OF CIVIL ENGINEERS

Springer

ELSEVIER

ASTM INTERNATIONAL

E JOURNALS

CENTRAL LIBRARY, AMGOI, VATHAR

5. INTERNET FACILITY: The library provides internet to all its users for searching and browsing e- books, e- journals and NPTEL Video lectures etc. from all other resources.

6. LIBRARY PHOTO COPING SERVICES: Library provides the photocopying service. As per IPR regulations only few pages can be photocopied. The charges are Rs.1 per page.

7. INFORMATION ALERT SERVICES: The library offered the following awareness services and facility to alert users about the latest information.

- Circulation/ Book lending
- Issue and Return through bar code reader.
- Book Bank facility.
- OPAC facility
- To provide latest useful articles.
- Open access to staffs and students.
- Digital Library internet facility with 932 NPTEL video lectures.
- Reference services
- Reprography facility
- Online E –journals facility with books CD and DVD Collection.
- Wi-Fi Zone
- Daily News papers
- CCTV Camera -surveillance system
- Latest arrivals and Forth coming event.
- Book exhibition
- Book Reservation Facility.
- User awareness programmes for Newly admitted students
- Reading room facility for students & staff



READING ROOM

6. LIBRARY STAFF:

SR.NO	NAME OF THE STAFF	DESIGNATION	QUALIFICATION	EXPERIENCE
1	Dr. Suryakant B.Kemdarne	Librarian	M.A.;M.Lib;Ph.D; PGDLAN	15
2	Mr. Sachin A. Vhanawade	Assistant Librarian	M.A.;M.Lib.	13
3	Mr. Laxman E. Khadatare	Library Assistant	M.A; M.Lib.;B.Ed.	08
4	Mrs. Surekha S. Maske	Library Assistant	M.A.;B.Ed.	07
5	Mrs. Dhanaji Mohite	Library Assistant	H.S.C	06
6	Mr. Rahul D. Mudgal	Peon	B.A; B.Ed	06
7	Mr. Rahul Jangum	Peon	S.S.C.	02

7. LIBRARY ADVISORY COMMITTEE:

SR.NO	NAME OF THE MEMBER	DESIGNATION
1	Dr. D.N. Mudgal	Chairman
2	Dr. K. Ravi	Member
3	Dr. A.N. Chapgaon	Member
4	Dr. D.S. Bhosale	Member
5	Dr. D.S. Jadhav	Member
6	Prof. P.B. Ghevari	Member
7	Dr. Bhagwan B Patil	Member
8	Mr. S.A. Vhanawade	Member
9	Dr. S.B. Kemdarne	Member Secretary

8. MEMBERSHIP:

Library membership is open to Faculty, Students, Research Scholars and Non-teaching staff. They have to fill the respective membership form and submit the circulation counter.

- ❖ Faculty members (Degree and Diploma)
- ❖ Engineering students of Graduate and Post Graduate department
- ❖ MBA Students
- ❖ Research Scholars
- ❖ Technician
- ❖ Administrative staff

9. BORROWING FACILITY:

Category	No. of books issued	Deposit / Annual fee	Periodicity
FE to BE Students	02	-	1 week
ME Students	03	-	14 days
MBA Students	03	-	1 week
Teaching Faculties Degree	05	-	1 month
Teaching Faculties Diploma	03	-	1 month
Research Scholar	03	-	14 days
Technician/ Administrative staff	02	-	14 days
Guest / Contributory/ C.H.B. Faculty	02	-	1 month



CIRCULATION SECTION

10. OVERDUE CHARGES FOR BOOKS RETURNED AFTER THE DUE DATE:

If books are not returned by the due date, overdue charges will be levied after 7 days from the due date @ Rs.1 per day per book.

Once a recall notice is served for a book and if the member does not return the book within a week overdue charges @ Rs. 1/-per day will be levied.

If a member fails to return a book even after one week (from the date of receiving the recall notice), the library will inform the Finance and Account section to deduct the cost of the book plus overdue charges etc, from the salary/fellowship of the borrower after a formal notice.

11. ORGANIZATION OF LIBRARY COLLECTION:

The library collection is being arranged in 1 floor in the college building.

The library collection consists of:

- Text Books, Reference books
- Print Journals
- Electronic Journals
- Back Volumes of journals
- Thesis and Dissertations
- CDs and DVDs

The books are arranged in the shelves from 000.00 to 999.99 as per **Dewey decimal classification** from top to bottom towards right. The Engineering books are arranged in 620-

629 including Civil Engineering, Computer Science and Engineering, Electronics and Telecommunication Engineering, Electrical Engineering and Mechanical Engineering.



TEXT BOOK COLLECTION

Print Journals: Print Journals are arranged alphabetically as per the subject in the first floor library area and arranging the racks. The back volumes (issues) of journals are arranged alphabetically and chronologically.

Electronic (Online) Resources: The library is getting access to full text **online 271 journals of IEEE, ASCE, Springer Mechanical E-Journals and ASTM Digital Library online** from various disciplines. Library is providing links to various open source journals. All these e resources can be accessed through IP addresses by clicking the link e resources on the web site. The authorized users can directly access the e-resources freely with in campus.



PERIODICAL SECTION

12. USING OPAC: ADVANCED SEARCH

Advanced OPAC can be accessed from anywhere by clicking the OPAC link given on the library software. The library provides comprehensive (general) search with a keyword i.e. a part of author, few words of a title or topic.

VIDYASAGAR: OPAC

The screenshot displays the VIDYASAGAR WEB-O.P.A.C. interface. At the top, there is a purple header with the text "VIDYASAGAR : WEB-O.P.A.C.". Below this is a section titled "List of Colleges (Select any one)" which contains a scrollable list of college names. The list includes: A.M.G.O.I., Wathar; Arts & Commerce College, Ashta; Arts & Commerce College, Kasegaon; Ashokrao Mane College of Pharmacy, Peth Vadgaon; Ashokrao Mane Polytechnic, Save; Ashokrao Mane Polytechnic, Wathar; B.G.Kharade College of Education, Kolhapur; Bapuji Salunkhe Mahavidyalaya, Miraj; Bhogawati Mahavidyalaya, Kurukali; D.R.K.College of Commerce, Kolhapur; D.R.Mane Mahavidyalaya, Kagal; and D.Y.Patil Medical College, Kolhapur. Below the list is a section titled "O.P.A.C. Search Criterion" which contains a grid of buttons for various search and navigation options.

O.P.A.C. Search Criterion	
Title Search	Author Search
Accession No.	Class Number
Departmentwise List	Subjectwise List
Departmentwise Title List	Subjectwise Title List
Latest 100 Arrivals	Advanced Search
All Colleges At A Time	User Account

13. LIBRARY RULES

- 1 Please keep absolute silence in the Library.
- 2 While entering into the library please sign in Entry Register.
- 3 Mobile phones are strictly prohibited in the College premises.
- 4 Student should behave in a civilized manner. They are liable for punishment and fine if they either misbehave/ damage books or any other property of Library.
- 5 Keep the chairs in order while leaving Library.
- 6 Nobody will be allowed to use another person's Borrower card or Identity card for taking books. Use your own borrower card and Identity card for taking books
- 7 Only two books will be issued for a week against borrower card and for one book use reading section against Identity card.
- 8 If any book is not returned before due date, an overdue charge of Rs. 1/- per book, per day will be charged.
- 9 If any book is lost or damaged by the Member, then he/she should replace the book or should pay the cost of replacement in addition to an overdue charge till date.
- 10 Reference books, special books and Unbound Periodicals will not be issued; user can read those in Library only.
- 11 The books will be renewed, if same are not in demand / reserved by other readers.
- 12 In case of loss of borrower card, the borrower must report immediately to the Librarian to issue him a duplicate borrower card. The Librarian will issue duplicate borrower card, to provide he is satisfied with the explanation of borrower.
- 13 Scribbling/ writing on tables, walls, books, tearing/folding of pages/ fluorescent marking on books is strictly not allowed.
- 14 The librarian reserves the right to suspend the membership of any member found misbehaving, abusing the library staff or behaving in an indecent manner.

14. NO DUES:

- Whenever a member leaves/retries or even before proceeding on long leave he/she has to obtain "No Dues Certificate" from the library.

15. LOSS OF BOOKS:

- Loss of book by the borrower should be reported to the circulation section immediately to avoid fine. Further, the borrower shall either replace the book within 15 days or pay 2 times the cost of the book.

16. LIBRARIAN PUBLICATION:

- **BOOK PUBLICATION** : 01

Kemdarne, S.B. (2013). "Library Automation and Networking in Dental College Libraries" Kolhapur: Tejas Prakashan

- **CONFERENCE /WORKSHOP DETAILS**

1	Annual Conference/workshop attended	:	10
2	Continuing Library Education (CLE) training on HELINET attended:	:	4
3	UGC National Workshop attended	:	3
4	UGC Professional Development Program (PDP) attended	:	3
5	Research Methodology Orientation course attended	:	2
6	National conference attended	:	5
7	International conference attended	:	3
8	UGC National conference paper presented	:	8
9	International conference paper presented	:	3

- **TOTAL NUMBER OF PUBLICATIONS**

1	UGC National conference paper published	:	8
2	International conference paper published	:	2
3	National journal article published	:	2
4	International journal article published	:	4

For further details see the college website: www.amgoi.org

Please help us to serve you better

For More Details Contact:

DR. SURYAKANT B KEMDARNE

MA; M. Lib; Ph. D; PGDLAN

LIBRARIAN

ASHOKRAO MANE GROUP OF INSTITUTIONS,

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