Delhi College of Arts & Commerce
University of Delhi
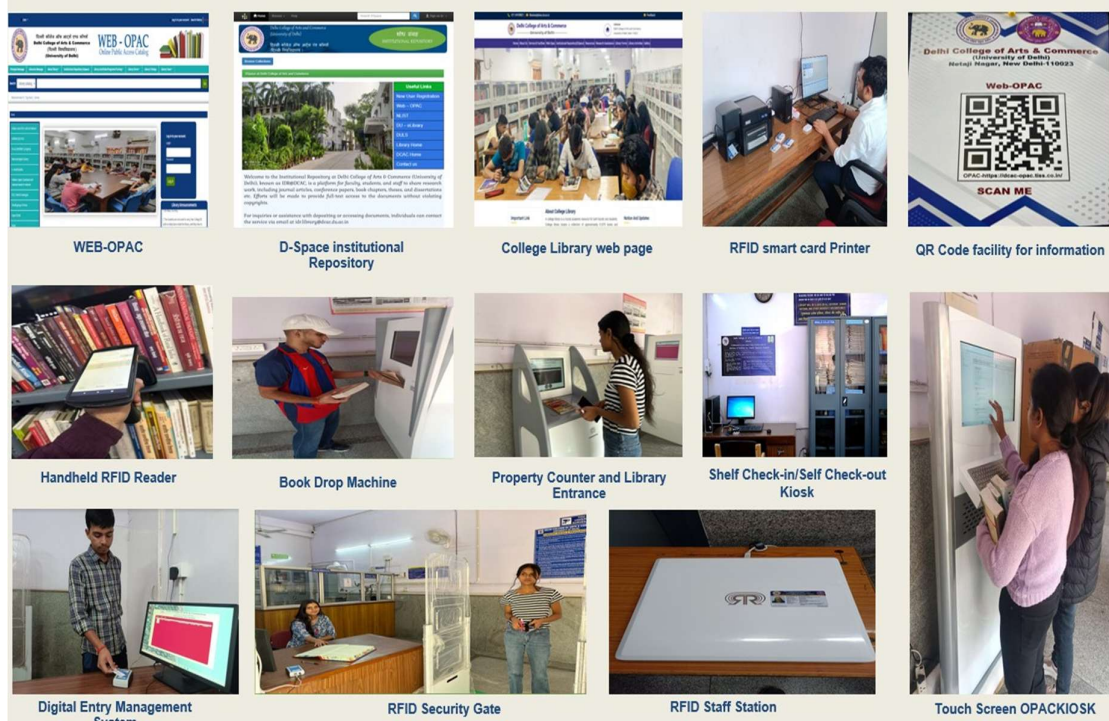**Netaji Nagar, New Delhi-110023**

COLLEGE LIBRARY ANNUAL REPORT
(2024-2025)

A library's mission goes far beyond the preservation of knowledge, it plays a pivotal role in fostering a passion for learning and creating an environment that nurtures both academic and personal growth. A college library serves as a gateway to the knowledge, offering not only the resources and information needed for academic success but also the inspiration and motivation that encourage intellectual curiosity and personal development. By supporting students in their educational journeys, a library cultivates an atmosphere where creativity, critical thinking, and lifelong learning flourish.

The library is fully automated, utilizing KOHA, an open-source integrated software hosted on a cloud server, which includes web-OPAC (Online Public Access Catalogue) facilities for seamless access to library resources. It employs RFID (Radio Frequency Identification) technology to enhance library management, featuring RFID-enabled library cards, a self-circulation desk for quick and efficient book borrowing and returning, and automated email notifications for each transaction. Additionally, a digital entry system is in place for students, staff, and faculty to easily access the library, ensuring secure and controlled entry. The library also hosts a Dspace institutional repository on the cloud, providing a platform for managing and archiving institutional publications. With the implementation of self-service kiosks, users can independently issue, return, or renew books using RFID technology, ensuring a fast and user-friendly experience. The library is fully computerized, offering internet access and Wi-Fi connectivity, while the reading rooms are air-conditioned for a comfortable study environment. These advanced systems work together to create a modern, efficient, and technology-driven library experience for students and staff.

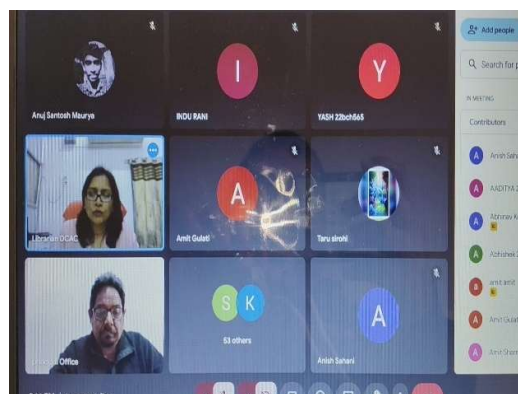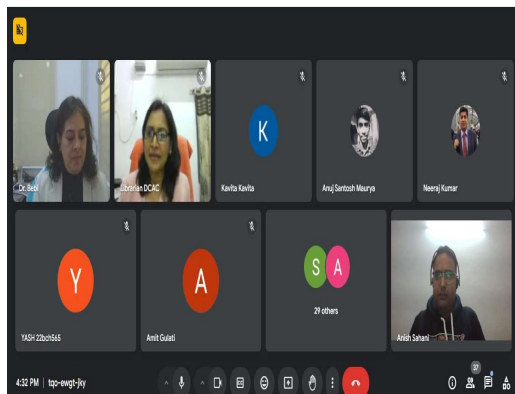# Innovative Technologies in the Library: Overview of Software and Systems

WEB-OPAC

D-Space institutional Repository

College Library web page

RFID smart card Printer

QR Code facility for information

Handheld RFID Reader

Book Drop Machine

Property Counter and Library Entrance

Shelf Check-in/Self Check-out Kiosk

Digital Entry Management System

RFID Security Gate

RFID Staff Station

Touch Screen OPACKIOSK

The library has added following new facilities/features in the year 2024-25:

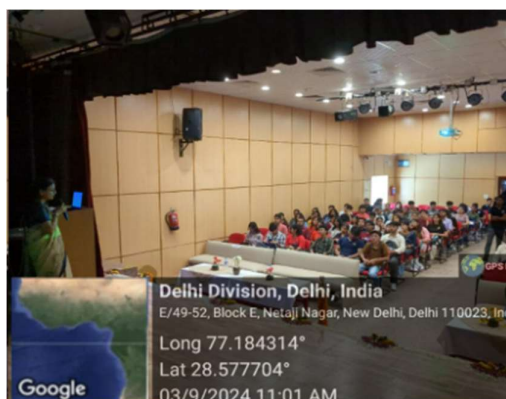| Items	Number
Books	• The library boasts a rich collection of 63862 approximately print books, as recorded in the accession register. • 1020 books were added to the library in the session 2024-25 which include departmental books and donated books at the cost of 6,94563.5/-
Journals and Newspapers	• 23 periodicals/magazine of national & international repute. • Additionally, the library subscribes to 13 newspapers to keep users informed about global events. • Rs. 1,15194/- were spent on periodicals and newspapers in the session 2024-2025.
Display almirahs, computes and wi-fi facility	• The library introduced wooden display almirahs and computers for easy access to special collections, including faculty publications, previous year question banks, rare books, journalism projects, dictionaries, book bank, religious books, and the Rachana Wali and Granth Wali collections etc. ensuring comfortable access to these specific collections. • Wi-Fi is provided with four separate connections for teachers, students, staff, and the circulation section, all free of charge.
E-resources	• In 2024-2025, the library renewed its N-LIST membership for access to e-resources, available free of charge to users with their email ID and password provided by the library. • As part of the Delhi University network, the college also offers access to all DULS-subscribed resources. Additionally, open-source educational

	materials are available on the college website under the library tab, catering to users' specific needs. • The library has successfully registered on the One Nation One Subscription (ONOS) platform, providing access to a wide range of e-journals. • To enhance accessibility, the library has also provided step-by-step guidelines and awareness materials, including PDFs and PowerPoint presentations, to guide users in accessing Delhi University resources. • The e-resource room is fully air-conditioned and equipped with 10 computers, all with Wi-Fi connectivity, ensuring a comfortable and efficient digital learning environment.
e-journal	55179 approx.
e-books	613597 approx.
databases	187 approx.
Institutional Repository	The college library hosts its Institutional Repository on the cloud using DSpace software, providing 24/7 access from anywhere. Users can easily access previous and current year syllabi and question papers through this platform, ensuring convenient and anytime access to essential academic resources.
Seating capacity	172
User's footfalls	30193
Issue \return\renew transaction	13728
Hours of work	The library opens from 9:00 AM to 5:30 PM.
Membership and college smart ID card	The college library has issued RFID smart cards to all students and faculty, providing secure and efficient access to library services, ensuring seamless entry and enhanced user experience.

Library Activities: The library organizes a variety of activities and learning programs to encourage students to actively engage with and fully utilize its resources.

- **Webinar on "Research Ethics and Academic Publishing :** On February 10, 2025, the library, in collaboration with IQAC, hosted a webinar organized by the College Library of Delhi College of Arts and Commerce. The event featured guest speakers from Punjab University and Ramanujan College, University of Delhi.

- **Orientation Program:** On 03-09-2024, the library held an orientation session in Swami Vivekanand Hall to familiarize new students with its services and resources. The program covered library features such as book issue/return procedures, e-resource access, and the use of Web-OPAC, RFID self-issue/return machines, touch-screen kiosks, as well as library rules and book arrangement.

- **Book Exhibition:** The college library organized a book exhibition to showcase a wide range of collections, featuring reputed vendors, publishers, and distributors offering significant discounts. Faculty also had the opportunity to recommend books by exploring the content in person.

- **Librarian's Day Celebration:** The college library organized a bookmark competition on 12th August 2024, marking the birth anniversary of Padma Shri Dr. S.R. Ranganathan. Prizes were awarded to the top three winners, along with cash prizes. Additionally, a guest speaker delivered a lecture in honor of Dr. Ranganathan.

- Users feedback practice through different formats: User feedback is collected on all aspects of library services formally through suggestion box and feedback forms.
- The library has provided Wi-Fi access in reading rooms based on student requests.
- The library is in the process of implementing a payment gateway in KOHA for overdue fines and electric points in reading areas for charging laptops of students and faculty.
- **Initiative in pipe line:** To promote reading habits among students, the library plans to award the "Best Library Reader" prize to at least two students.

Workshops/Webinar /Seminar/Conference attended by the Library Department

Dr. Poonam Rani

- Successfully completed a five-day online training on "Digital Library Software (Dspace)" conducted by the Ranganathan Institute of Library and Information Science, Patna, from March 21-25, 2025.

- Organized a webinar on "Research Ethics and Academic Publishing" on February 10, 2025, hosted by the College Library of Delhi College of Arts and Commerce in collaboration with the IQAC, University of Delhi.

- Attended the online international conference on "Transforming Higher Education in the Digital Age" from February 27-28, 2025.

- Participated in the one-day Women Leadership Program, titled "Women Leaders: Shaping Academic Excellence for VIKIST Bharat @2047," organized by the University Grants Commission on December 13, 2024, at Dogra Hall, IIT Delhi.

- Organized online DSpace Training on cloud in collaboration with Avior Technologies Pvt. Ltd. conducting one days training program on 12-07-2024 for library staff.

- Attended online one-day "National Workshop on AI Tools for academic Libraries" hosted by Khandesh College Education Society's Moolji Jaitha Autonomous College, Jalgaon. On 15th June 2024.

Mr. Amit Gulati

- Participated in the webinar on "Research Ethics and Academic Publishing," organized by the College Library of Delhi College of Arts and Commerce in collaboration with IQAC, University of Delhi, on February 10, 2025.

Ms. Kavita

- Successfully completed a five-day online training on **"Digital Library Software (Dspace)"** conducted by the Ranganathan Institute of Library and Information Science, Patna, from March 21-25, 2025.
- Participated in the webinar on **"Research Ethics and Academic Publishing,"** organized by the College Library of Delhi College of Arts and Commerce in collaboration with IQAC, University of Delhi, on February 10, 2025.
- Attended a one-week training on **"IT Applications in Libraries,"** held from September 25 to October 1, 2024, organized by the Delhi University Library System, University of Delhi.
- Participated in the International Seminar on "**Digital Transformation for Academic Libraries",** organized by Sri Venkateswara College, University of Delhi, supported by the Indian Council of Social Science Research (ICSSR) and in association with the Special Libraries Association Asia, Community, and Society for Library Professionals, held on April 27, 2024, at SVC, India.

Mr. Brijesh Pal

- Participated in the webinar on **"Research Ethics and Academic Publishing,"** organized by the College Library of Delhi College of Arts and Commerce in collaboration with IQAC, University of Delhi, on February 10, 2025.

Mr. Anish Sahani

- Participated in the webinar on "Research Ethics and Academic Publishing," organized by the College Library of Delhi College of Arts and Commerce in collaboration with IQAC, University of Delhi, on February 10, 2025.
- Attended a one-week training on "IT Applications in Libraries," held from September 25 to October 1, 2024, organized by the Delhi University Library System, University of Delhi.

Ms. Deepika

- Successfully completed a five-day online training on "Digital Library Software (Dspace)" conducted by the Ranganathan Institute of Library and Information Science, Patna, from March 21-25, 2025.
- Participated in the webinar on "Research Ethics and Academic Publishing," organized by the College Library of Delhi College of Arts and Commerce in collaboration with IQAC, University of Delhi, on February 10, 2025.
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"A good library is a place, a palace where the lofty spirits of all nations and generations meet."
— Carlyle, Scottish philosopher and writer.