



## IBN KHALDUN LIBRARY W M O ARTS & SCIENCE COLLEGE, MUTTIL

### ANNUAL REPORT 2017-18.

**Introduction:** The library of our institution is an important resource for the academic community. It provides access to a wide range of books, journals, and e-resources that support teaching, learning, and research activities. This report provides an overview of the library for the academic year 2017-18

**Library Building:** The library is housed in a two-story building with an area of 600 square meters. It has a spacious reading room, circulation desk, and stacks of books and journals.

#### I. Library advisory Committee.

Sl No	Name	Designation	Remarks
1	Dr TP Muhammed Fareed	Principal	Convenor
2	Mr. Ashiff KM	College Librarian	Secretary
3	Dr P Najmuddeen	Assistant Professor & Head	Members
4	Sibi Joseph	Associate Professor & Head	Members
5	Dr Viji Paul	Associate Professor & Head	Members

#### II. Library collection statistics.

**Books Collection:** At the beginning of the academic year 2017-18 the library had 14685 books. During the academic year, 298 new books were added to the collection, bringing the total number of books to 14983. The library has a wide range of books on different subjects, including textbooks, reference books, and popular reading material.

**Journals Collection:** The library subscribes to 39 print journals in various subjects. In addition, it has access to a vast collection of e-journals through online databases. This provides users with access to the latest research articles and other scholarly publications.



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**E-Resources Collection:** The library has a large collection of e-books, with over 3,135,000 titles available through various online databases. In addition, it provides access to over 6,237 e-journals, making it a valuable resource for research scholars and students.

<b>2017-18 Library resources</b>							
	Items	Existing		Newly added		Total Numbers	Total amount (Rs)
		Number	Values	Number	Values		
1	<b>Books</b>	14685	3842041	298	233933	14983	4075974
2	<b>Journals</b>	35	63350	4	4650	39	68000
3	<b>e-books</b>	3135000				3135000	5900
4	<b>e – journals</b>	6237	5900	0	0	6237	0
5	<b>Bounded periodical Volumes</b>	56	12500	0	0	56	12500
	<b>Total Values</b>		<b>3923791</b>	<b>0</b>	<b>238583</b>		<b>4162374</b>



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### III. Library annual expenditure

During the academic year 2017-18, the library incurred an expenditure of Rs. **291691**. This was spent on various activities such as the purchase of new books, journals, and e-resources, maintenance of the library building, and salaries of the library staff.

#### LIBRARY FUND UTILIZED OTHER THAN BOOK PURCHASE

YEAR	PERTICULARS	AMOUNT	TOTAL
2017-18	Readers Ticket, Book pocket etc..	27533	<b>53108.00</b>
	News Papers & Weekly	25575	

### IV. Library circulation statistics

**Book issue statistics:** Total books issued during the academic year is **7523**

Sl . No	Item	Number
1	Check ins	7711
2	Check outs	7523
3	Renewals	3559
	<b>TOTAL</b>	<b>18793</b>

## **V. Visitor register and Visitor statistics.**

To keep track of library usage, a register is maintained at the circulation desk. The register records the number of visitors to the library each day. This helps in understanding the usage pattern and planning for future needs.

**Visitor Statistics:** The number of visitors to the library varied from 59 to 144 per day.

## **VI. Library facilities**

- (a) Reference section
- (b) Periodical section
- (c) Research section
- (d) Career corner
- (e) Internet facilities
- (f) Discussion room
- (g) OPAC

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## **VII. Library Extension Services.**

- (a) Internet browsing centre
- (b) Reprographic service
- (c) Membership to neighbour's forum



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### VIII. Library programmes

#### Orientation Programme:

During the year 2017-18 Library conducted user orientation programme to newly admitted students for familiarization of Library software ( Koha) , OPAC Searching, Library Rules & regulations etc. and. From Ist PG 81 students and 1<sup>st</sup> UG 418 students participated from all departments. Orientation delivered by Mr. Ashif KM ( College Librarian)





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### **Book review programme**

As a part of celebrating 'Readers Day' library has conducted a book review programme on 09/06/2017. Two students from each department got the opportunity to participate in the programme. The programme was guided by the faculties Dr. Shafeeque (Associate professor, Dept of Malayalam), Yoosef Nadawi (Associate professor, Dept of Arabic).

