

4.2.4 – Number per day usage of library by teachers and students



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Library Advisory Committee

Don Bosco College of Arts & Science
Keela Eral, Ettayapuram Tk, Thoothukudi-628 908

Library Advisory Committee Meeting

Date: 28/04/2023

Venue: Secretary Office


Time: 2.45 – 3.45 PM

MEMBERS ATTENDED:

| | |
|------------------------------|-------------------------------|
| Rev. Dr. A. Victor Antonyraj | : Secretary |
| Rev. Fr. A.S. Joseph Charles | : Principal |
| Mr.S. Mohan Kumar | : Librarian |
| Mrs.S. Theivarathina | : HOD Tamil |
| Dr.J. Ragu Antony | : HOD English |
| Mr.M. Prabhu | : HOD Commerce |
| Ms.V.Parvatha | : HOD computer |
| Mrs. A. Anusuya | : HOD Mathematics |
| Dr. M.Antonymsamy | : HOD Business Administration |

Minutes of the Meeting:

1. Secretary has advised to increase the library access by students .So the committee has decided to request our principal to allot Library time for Department students.
2. The Digital Library has also decided to purchase N-list e-resources for students use
3. The Committee resolved to ask the Heads for the requirement of new books and Journals to be purchased for this academic year 2022-2023 and to subscribe the Magazines for the academic year.


S.Mohan Kumar

Librarian

LIBRARIAN
DON BOSCO COLLEGE OF ARTS & SCIENCE
KEELA ERAL, THOOTHUKUDI DIST
TAMILNADU, INDIA-628 908.




Dr.R.D. Philaga

Principal
PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL

Don Bosco College of Arts & Science
Keela Eral, Ettayapuram Tk, Thoothukudi-628 908

Library Advisory Committee Meeting

Date: 25/03/2024

Venue: Secretary Office

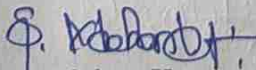
Time: 12.30 – 1.45 PM

MEMBERS ATTENDED:

| | |
|----------------------------------|----------------------------------|
| Rev. Fr. Dr. A. Victor Antonyraj | : Secretary |
| Dr.R.D.Thilaga | : Principal |
| Rev. Fr. A. Peter Arokiaraj | : Academic Coordinator |
| Mr.S. Mohan Kumar | : Librarian |
| Rev. Fr. Dr. Alexander Suresh | : Coordinator of BCA |
| Rev. Fr.A. Thomas | : Coordinator of English Academy |
| Mrs. A. Anusuya | : Vice Principal |
| Dr. M.Prabhu | : Vice Principal |
| Mrs.S.Theivarathina | : Vice Principal |
| Dr. G. TAMILARASI | : HOD Tamil |
| Ms.Masilla Mathi Arasi | : HOD English |
| Dr.M.Sivasankari | : HOD BCA |
| Mrs. D.Kanmani | : HOD Business Administration |

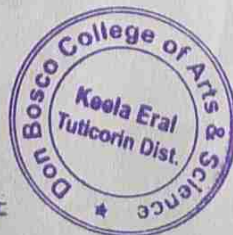
Minutes of Meeting:

1. The Committee resolved to get requirement from HODs regarding books that may be purchased and additional journals & magazines that may be subscribed in addition to existing books, journals and magazines for their department.
2. Principal has advised to increase the library access and book issue by students and staff members
3. The committee has decided to organize a book fair and a state-level seminar on the birthday anniversary Father of librarian SR. Ranganathan.


S.Mohan Kumar

Librarian
LIBRARIAN

DON BOSCO COLLEGE OF ARTS & SCIENCE
KEELA ERAL, THOOTHUKUDI DIST
TAMILNADU, INDIA-628 908.




Dr.R.D.Thilaga

Principal
PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL

Best Library User Award

DON BOSCO COLLEGE OF ARTS AND SCIENCE

Accredited with 'B' Grade by NAAC (1st Cycle)
KEELA ERAL (TK), THOOTHUKUDI (DT). - 628 908



BEST LIBRARY USER AWARD

This is to certify that... *SARAYARANTA JASMINA...ST*.....of

..... *B.C.A. - III*..... is the recipient of the BEST LIBRARY USER AWARD
for the maximum utilization of the learning resources in the College

Library in the academic year 2023-2024

S. Madhurya
LIBRARIAN



Devi J
PRINCIPAL



M. Jay
PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL

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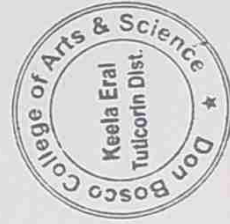
BEST LIBRARY USER AWARD

This is to certify that...*ABHIYA*.....Of

.BA.ENG.L.S.H..III.....is the recipient of the BEST LIBRARY USER AWARD
for the maximum utilization of the learning resources in the College

Library in the academic year 2023-2024

S. Mubandya
LIBRARIAN



Priniff
PRINCIPAL

M. S. J.
PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL





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BEST LIBRARY USER AWARD

This is to certify that....*RAMYAVATHI.P.*.....of

.....*B.COM.*.....

.....is the recipient of the BEST LIBRARY USER AWARD

for the maximum utilization of the learning resources in the College

Library in the academic year 2023-2024



S. Mathan
LIBRARIAN



M. Jay
PRINCIPAL

M. Jay
PRINCIPAL
Don Bosco College of Arts & Science
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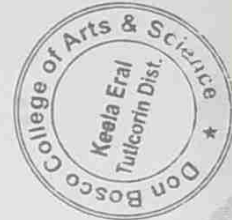
BEST LIBRARY USER AWARD

This is to certify that.....*V. L. THANGAM: V*.....of

B.A. TAMIL: III.....is the recipient of the BEST LIBRARY USER AWARD
for the maximum utilization of the learning resources in the College

Library in the academic year 2023-2024

S. Madhavi
LIBRARIAN



M. Jay
PRINCIPAL

PRINCIPAL
Don Bosco College of Arts & Science
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BEST LIBRARY USER AWARD

This is to certify that KANTHARYA S. SRIMART..B..... of

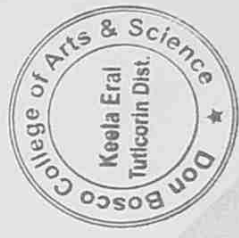
B.S.C.: MATHS. - III

is the recipient of the BEST LIBRARY USER AWARD

for the maximum utilization of the learning resources in the College

Library in the academic year 2023-2024

S. Madhavi
LIBRARIAN



Devi F
PRINCIPAL



M. S. Jy
PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL



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BEST LIBRARY USER AWARD

This is to certify that *HARVEY DOUGLAS J.K.* of

BBA - II is the recipient of the BEST LIBRARY USER AWARD
for the maximum utilization of the learning resources in the College

Library in the academic year 2023-2024



P. K. K. K.
LIBRARIAN

M. S.
PRINCIPAL



M. S.
PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL

Library Annual Report

**DON BOSCO COLLEGE OF
ARTS & SCIENCE
KEELAERAL, THOOTHUKUDI – 628 908.**



புத்தகத்தை வாசிப்போம் சுவாசிப்போம்

DBCAS LIBRARY REPORT


(2023 - 2024)

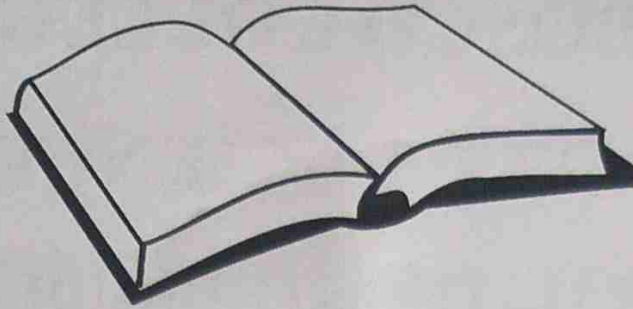
As on: 28.05.2024

Prepared by


LIBRARIAN





PRINCIPAL
Don Bosco College of Arts & Science
KEELA ERAL



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Don Bosco College of Arts & Science
KEELA ERAL

DON BOSCO COLLEGE OF ARTS AND SCIENCE, KEELA ERAL
DBCAS LIBRARY

Our Vision & Mission

Don Bosco College Library promotes innovation and enriches the quality of life by connecting people with knowledge. The present and future generation is ready to meet the needs of students and scholars. We provide information and intellectual resources to users at any time and place. Designing students to be competent researchers and information professionals will help them deal with challenges and opportunities with dignity.

Library:

The library of Don Bosco College of Arts and Science has been functioning since the year 2013. The library fulfils its aim of satisfying the quest of learning of the students. New Library block with the estimation of 52 lacs was opened on 21 January 2017.

The DBCAS Library contains **9894** volumes and titles of books. The Library subscribes to 08 National Journals, 05 International Journals, 03 National Magazines, 06 Newspapers and 202 CDs. Books are classified and arranged according to the Dewey Decimal Classification scheme (DDC).

Automation:

Our Library services are fully automated through using the Library Nirmal Software Package. Rupees 10,000 was given to Nirmal institute for installing the Software 25.6.2017. The circulation system is fully computerized and all the documents are Bar-coded.

Access to Computerized Library Catalogue (OPAC):

The Library has a computerized catalogue, which provides online access to the users. It is of help to the users to search the documents by way of Author, Title, Publisher, Department, and Subject wise.



Open Access System:

The Library follows Open Access System. The users are free to enter the stack room and can choose the books of their choice, the reading materials are arranged as per the Dewey decimal classification. Shelf guides list are provided at the stack racks. The users can search the books and reserve the books through OPAC.

Borrowing Eligibility:

| | |
|----------|------------------------|
| Faculty | : 10 Books + 1 Journal |
| Students | : 3 Books |

Working Hours:

9.15 am to 4 pm.

Library Equipment's:

| | |
|---|------|
| CCTV Camera (Hifocus) | : 02 |
| Total No. of Computers in the Library | : 03 |
| Printer (HP Laser Jet P1505) | : 01 |
| Scanners | : 01 |
| Fan | : 04 |
| Double Side Book Rack | : 20 |
| Single Side Book Rack | : 19 |
| Library Book Issue Return Counter table | : 01 |
| New Arrivals Wooden glass Box | : 01 |
| Desk | : 18 |
| Bench | : 18 |
| Computer Table | : 03 |
| Table | : 01 |
| Plastic Chair | : 03 |
| Red Roiling Chair | : 01 |
| Tub light | : 06 |
| Wooden Velvet Cloth Notice board | : 01 |

4


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KEELA ERAL



Seating capacity

Reading section : 72 Seats

Circulation:

Total No of Transactions per day : 60- 100

Library Services

- Open Access system.
- Circulation Services
- Periodicals
- Reading Section
- Reference Services
- Project Section
- OPAC (Online Public Access Catalogue).
- Display of New arrivals
- Current Awareness Services
- Display of current Information/ Notification.
- Book Bank
- Model Question Bank Collections.
- Offer Book Exhibition.
- Library Best User Awards
- Competition Examination Section (TNPSC, TRB, Police Exam, NET & SET)



DBCAS Library Books Statistics (2013 to 2024)

| SL.No | Department | Total No of Books | Amount |
|--------------|-------------|-------------------|----------------|
| 1 | Tamil | 2187 | 179248 |
| 2 | English | 1788 | 287665 |
| 3 | BBA | 655 | 99857 |
| 4 | Mathematics | 788 | 105862 |
| 5 | B.Com | 701 | 142681 |
| 6 | BCA | 1506 | 291169 |
| 7 | General | 2218 | 188891 |
| 8 | Physics | 51 | 9000 |
| Total | | 9894 | 1304373 |

No of Books: 9894

No of Books Title: 5845

Reference Book: 482

Book Bank: 135

Project Reports: 130

Total CD's: 202

Total No Journals & Magazines: 16 (National: 11, International: 05)

Library Systems: 03




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Journals:

Department wise National / International Periodicals

Total No Journals & Magazines: 16 (National: 11, International: 05)

| Degree | No of Journals Available | Name of the Journals |
|-------------------------------|---------------------------------|---|
| BA (Tamil) | 2 | 1. Shanlax International Journal of Tamil 2. Ungal Noolagam |
| B.COM | 4 | 1. Shanlax International Journal of Commerce 2. The Indian Banker 3. The Management Accountant 4. The Chartered Account Journal |
| BBA | 3 | 1. Shanlax International Journal of Management 2. Financial Risk Management 3. Marketing Management |
| BCA | 3 | 1. The IUP Journal of Computer Science 2. Digit (Fast Tracks & DVD) 3. IUP Journal of Computer Science |
| B.Sc (Mathematics) | 2 | 1. International Journal of General Topology 2. International Journal of Mathematics and Computer Applications Research |
| General | 2 | 1. Competition Success Review 2. General Knowledge Today |

News Papers Available In the Library

1. Dina Thanthi
2. Dinamani
3. Dinakaran
4. The Hindu – Tamil
5. The Hindu – English
6. The New Indian Express




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Library Advisory Committee Members

| | |
|----------------------------------|----------------------------------|
| Rev. Fr. Dr. A. Victor Antonyraj | : Secretary |
| Dr.R.D.Thilaga | : Principal |
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| Dr. G. Tamilarasi | : HOD Tamil |
| Ms.Masilla Mathi Arasi | : HOD English |
| Dr.M.Sivasankari | : HOD BCA |
| Mrs. D.Kanmani | : HOD Business Administration |




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Library Rules

Library Rules and Regulations

- ❖ Entry is permitted with ID card only.
 - ❖ It is needed to sign in the Entry Register before entering the Library.
 - ❖ Library is kept open from 9.30am to 4.15pm on all working Days
- Books Issue & Return times:

11.15am to 11.30am, 01.05pm to 01.40pm & 02.30 to 04pm

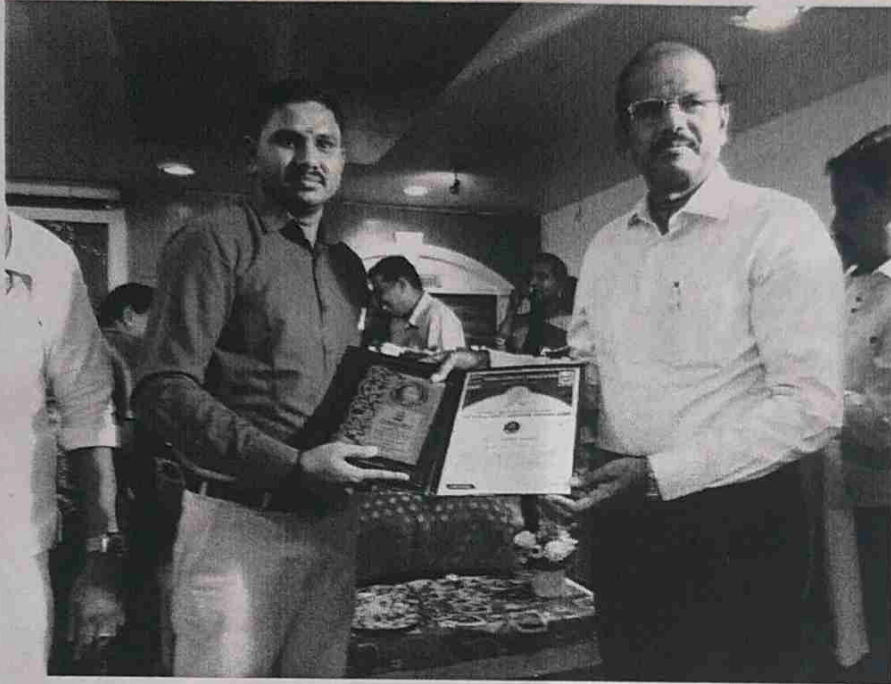
- ❖ A Maximum of Three books only can be borrowed at a time for a period of 10days only.
- ❖ Every student must take at least five books per month, otherwise Library No Dues not will be issued and fine will be charged. (Semester 30books)
- ❖ For Books retained beyond the due date, a fine of Rs.2/- will be collected per day per book.
- ❖ Students shall not write, underline or make any mark in the book.
- ❖ Full compensation will be collected for damage books.
- ❖ If a book is lost by the students. You will be charged triple the cost of that particular book.
- ❖ Severe disciplinary action will be taken against the users who are found misusing the library services.
- ❖ Any infringements of the rules may lead to the forfeiture of the privilege to use the library

Every Year Best Library users are honored during the College Annual Day Function.



Librarian Achievement

- The Madras Library Association presented the **National Best Librarian Award** on August 12, in honor of Librarian's Day.



Goals & Objectives

- To be user friendly for Students Networking & Free Membership with reputed Libraries in India and Abroad.
- To facilitate the teaching staff for effective teaching and research.
- To facilitate the Hostel Students and local community for competitive examination.

Thanking You




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Don Bosco College of Arts & Science
KEELA ERAL

Library Orientation Program

Don Bosco College of Arts and Science, Keela Eral

Library Orientation Program

Date: 19.02.2024

Venue: DBCAS Library

The Library Orientation Program at Don Bosco College of Arts and Science was successfully conducted under the leadership of Secretary Rev.Fr.Dr. Victor Anthonyraj and Principal Dr. R.D. Thilaga. The Secretary highlighted the significance of libraries and encouraged students to utilize them effectively. Librarian Mr.S. Mohan Kumar detailed library regulations and demonstrated the borrowing and return procedures. The event concluded with a vote of thanks by Vice Principal Dr. M. Prabhu. Heads of Departments and faculty members actively participated, making the session highly informative and impactful for the students.

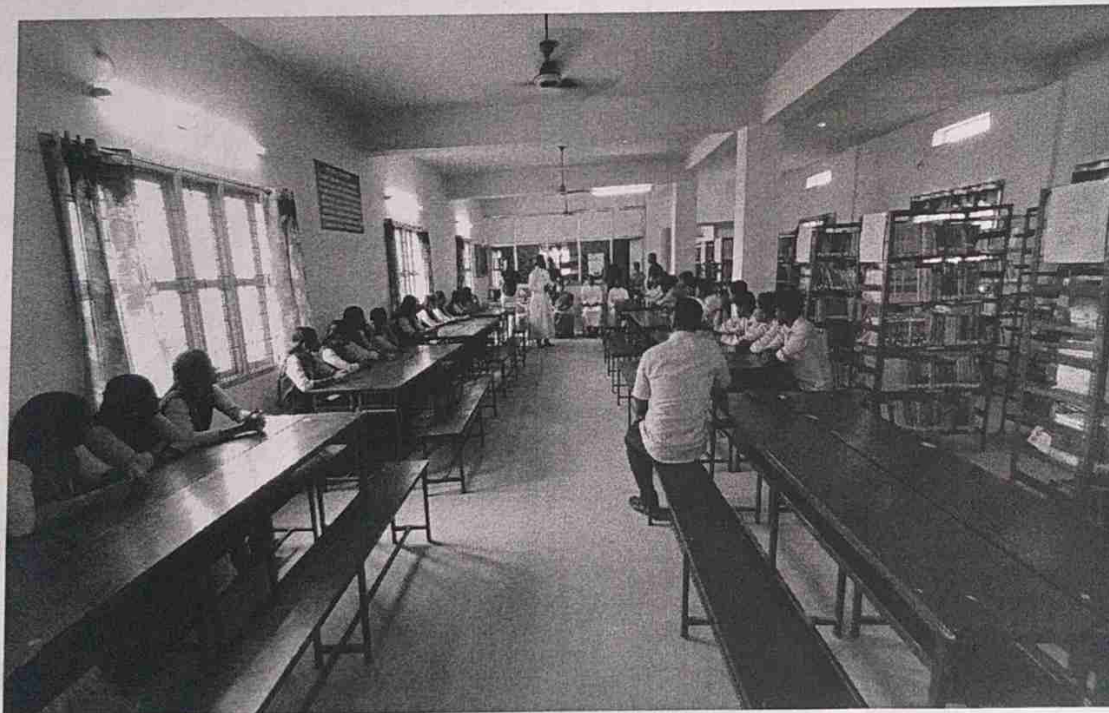




GPS Map Camera



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5, New Colony, Valasaravakkam, Kela Eral, Tamil Nadu 628908, India
Lat 9.096393°
Long 78.010575°
19/02/24 10:52 AM GMT +05:30



S. Mohanraj

LIBRARIAN

DON BOSCO COLLEGE OF ARTS & SCIENCE
KEELA ERAL, THOOTHUKUDI DIST
TAMILNADU, INDIA-628 908.



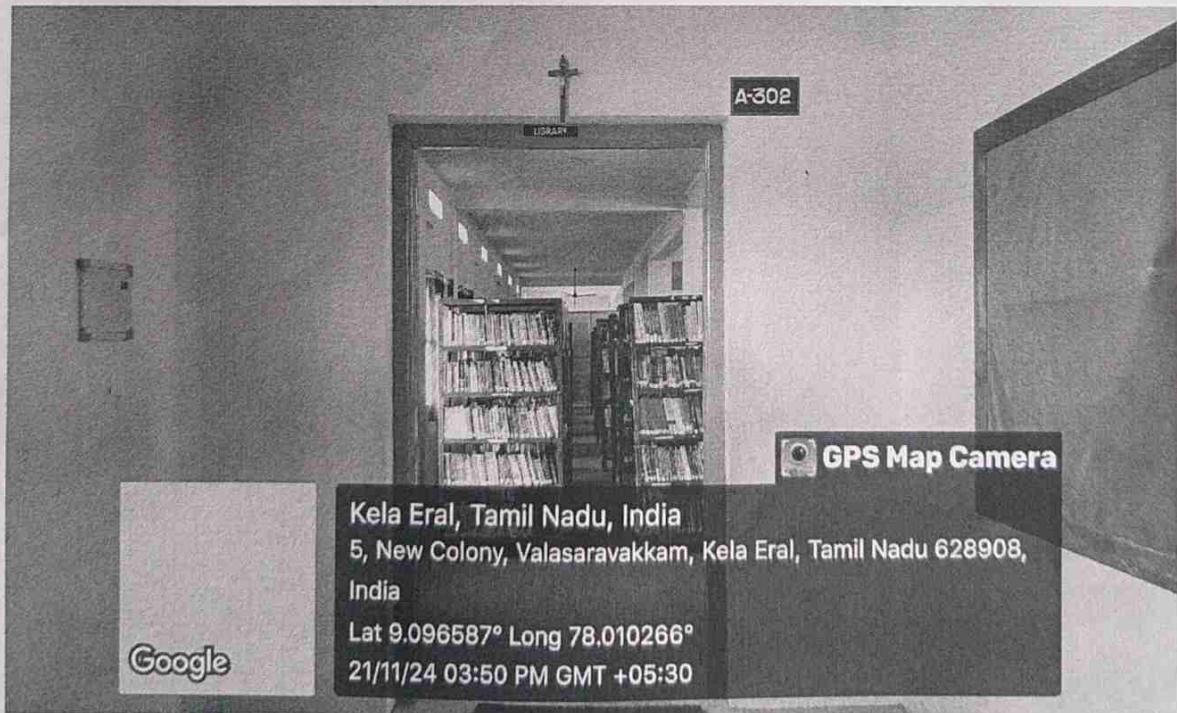
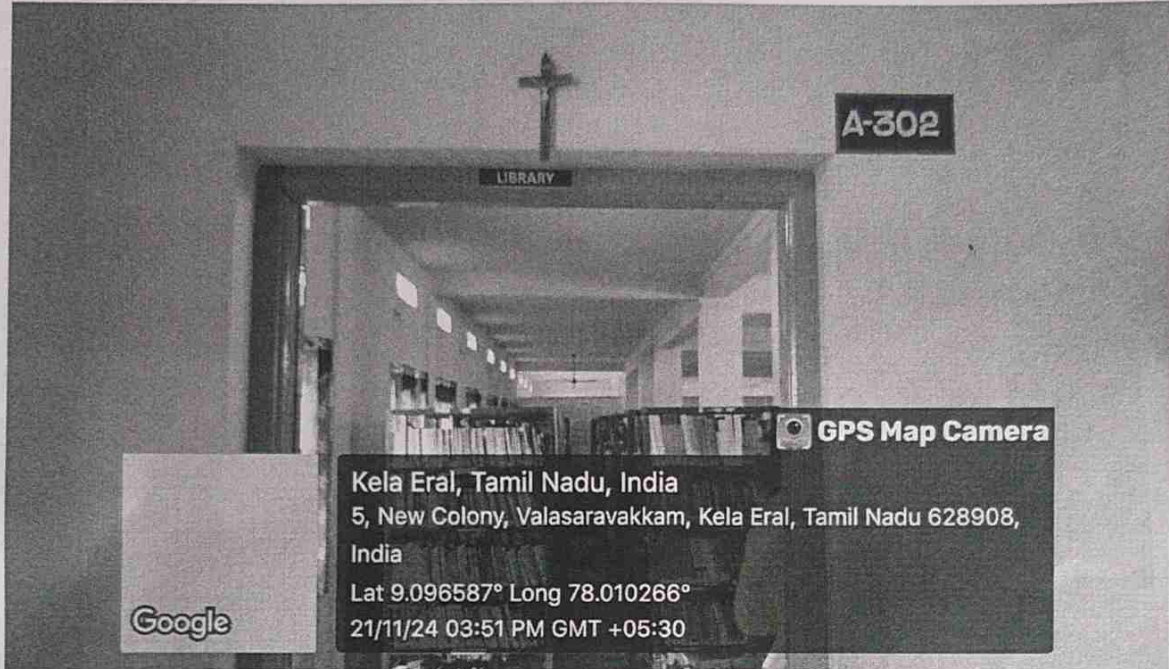
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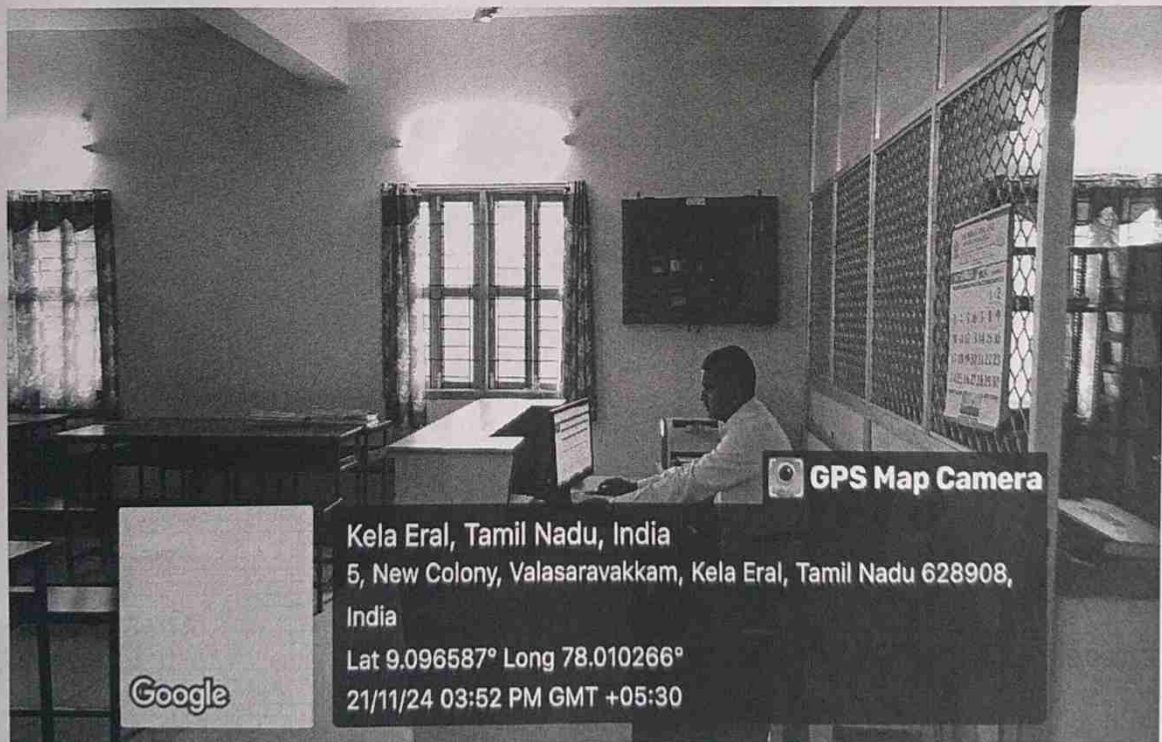
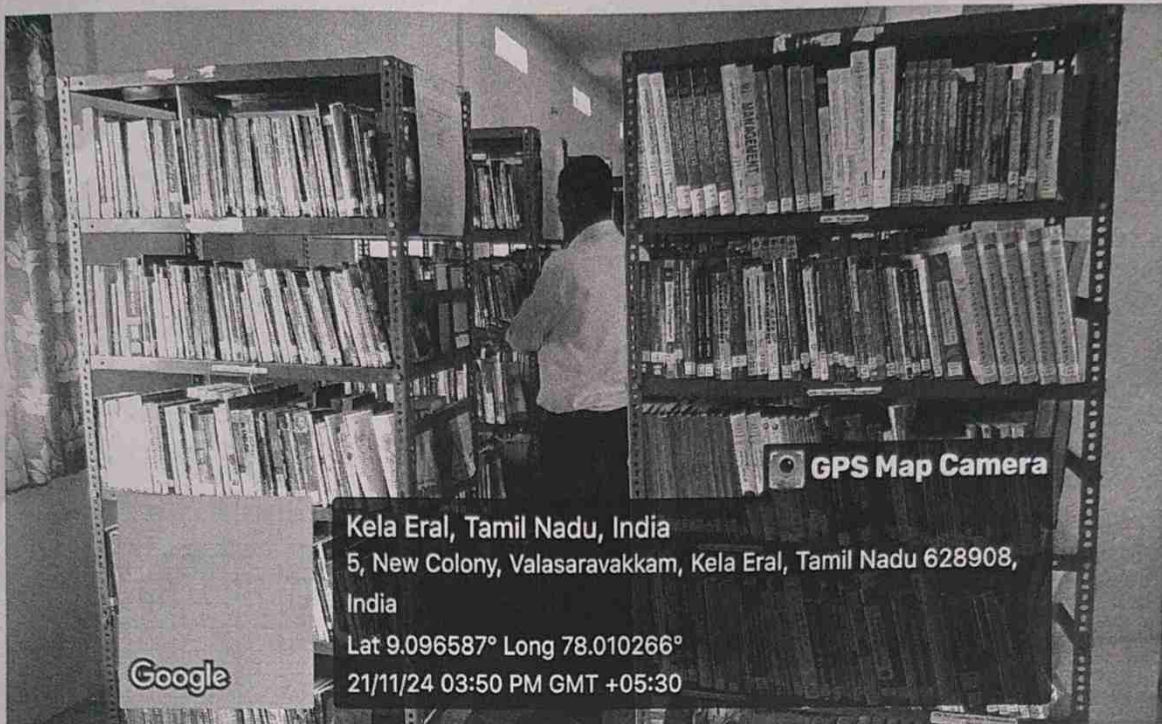
Library Photos

DON BOSCO COLLEGE OF ARTS AND SCIENCE, KEELA ERAL

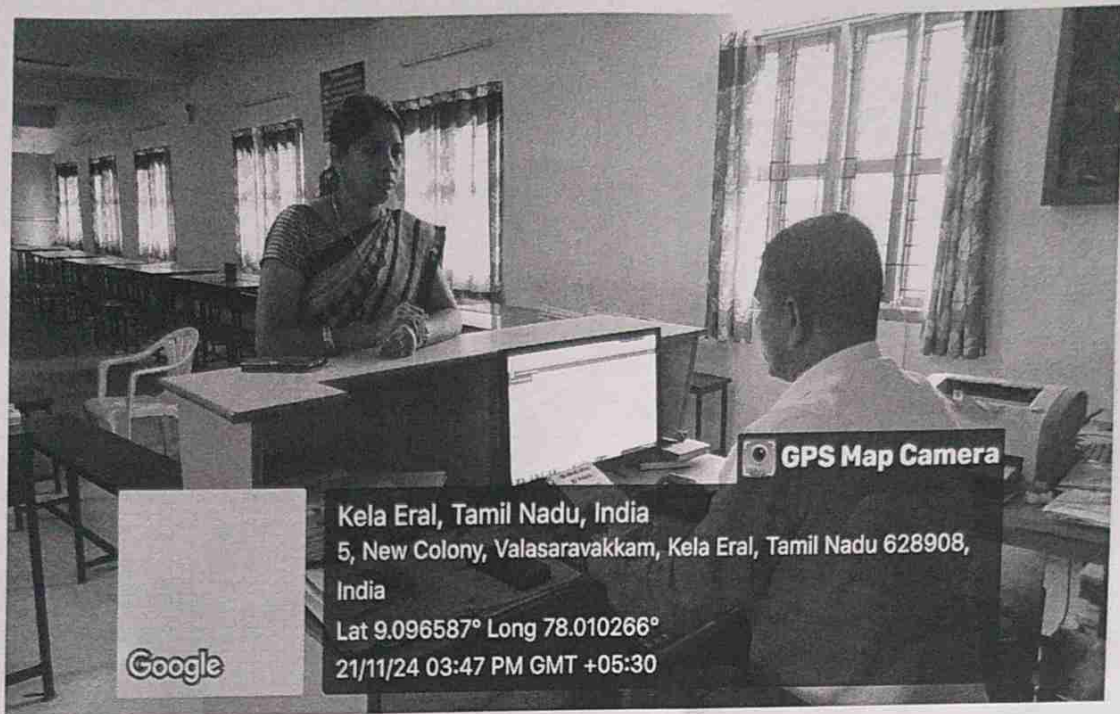
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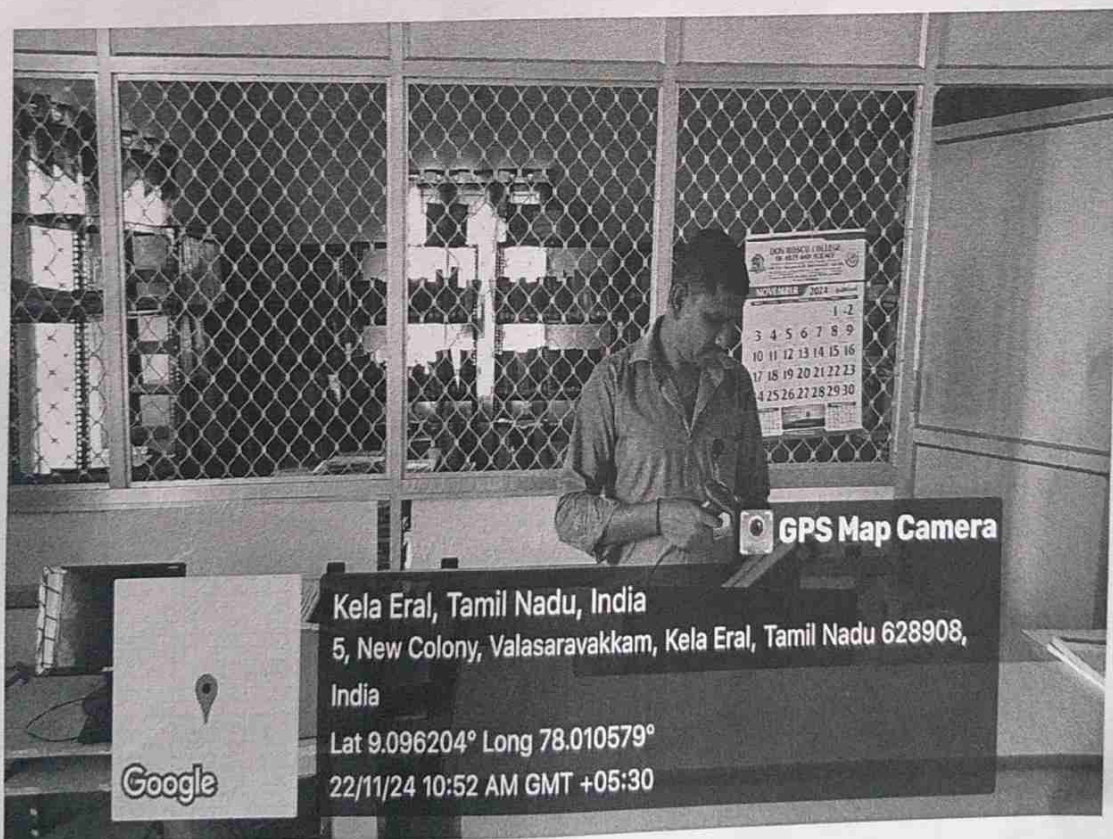
M. A. J.
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KEELA ERAI



Google

Kela Eral, Tamil Nadu, India
 5, New Colony, Valasaravakkam, Kela Eral, Tamil Nadu 628908,
 India
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GPS Map Camera



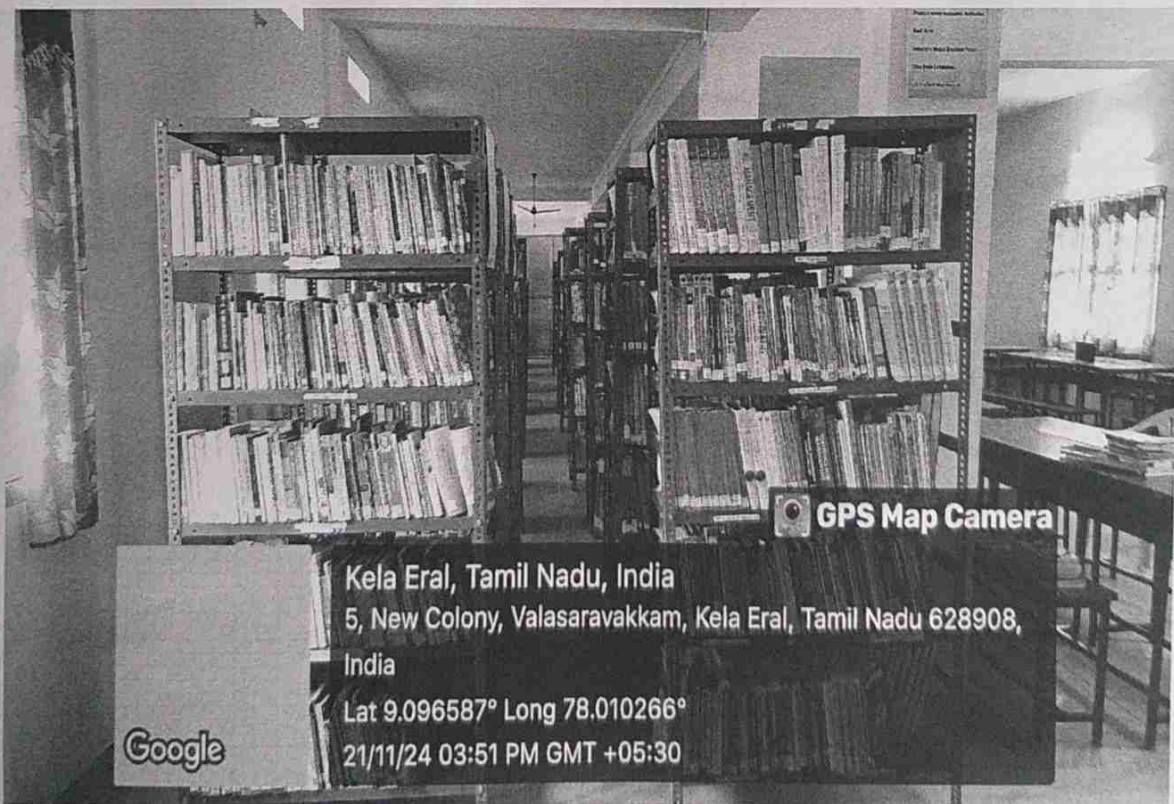
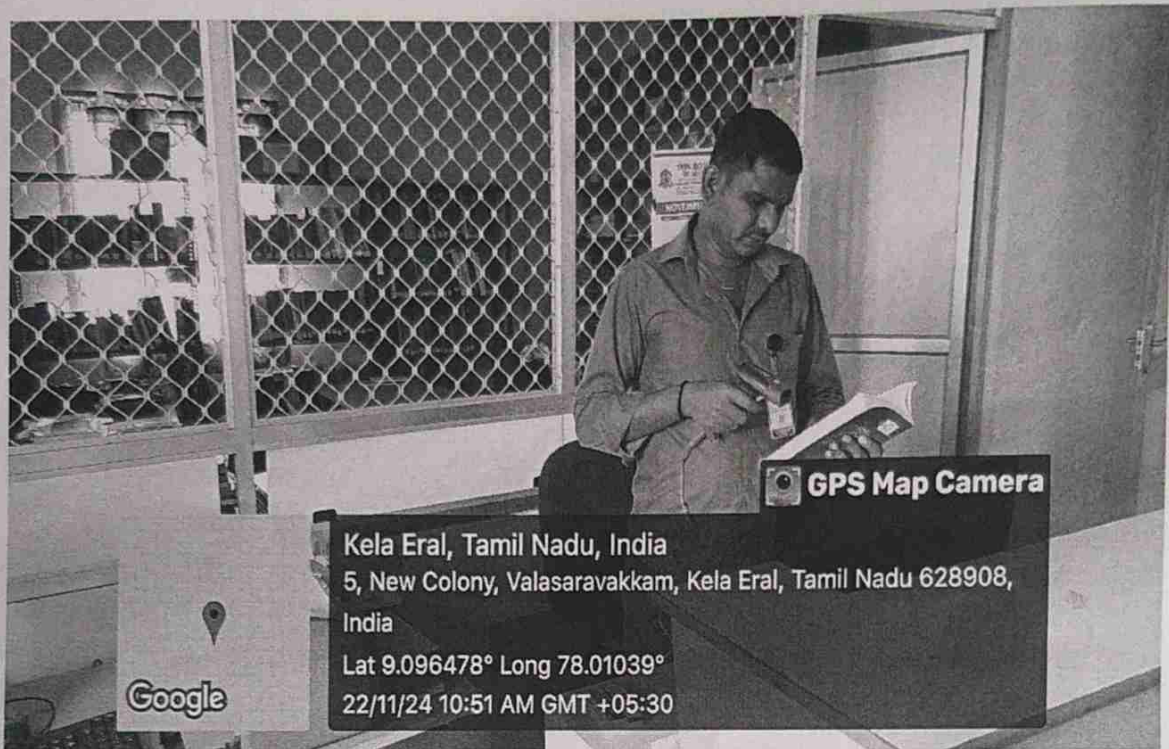
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 India
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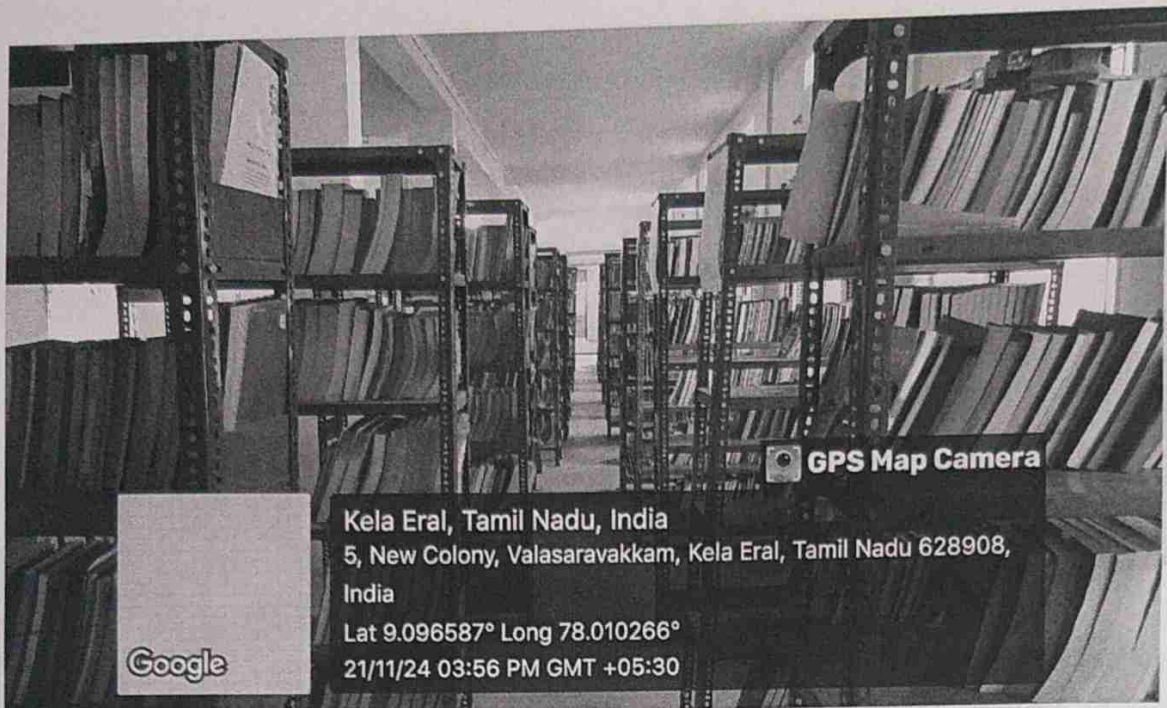
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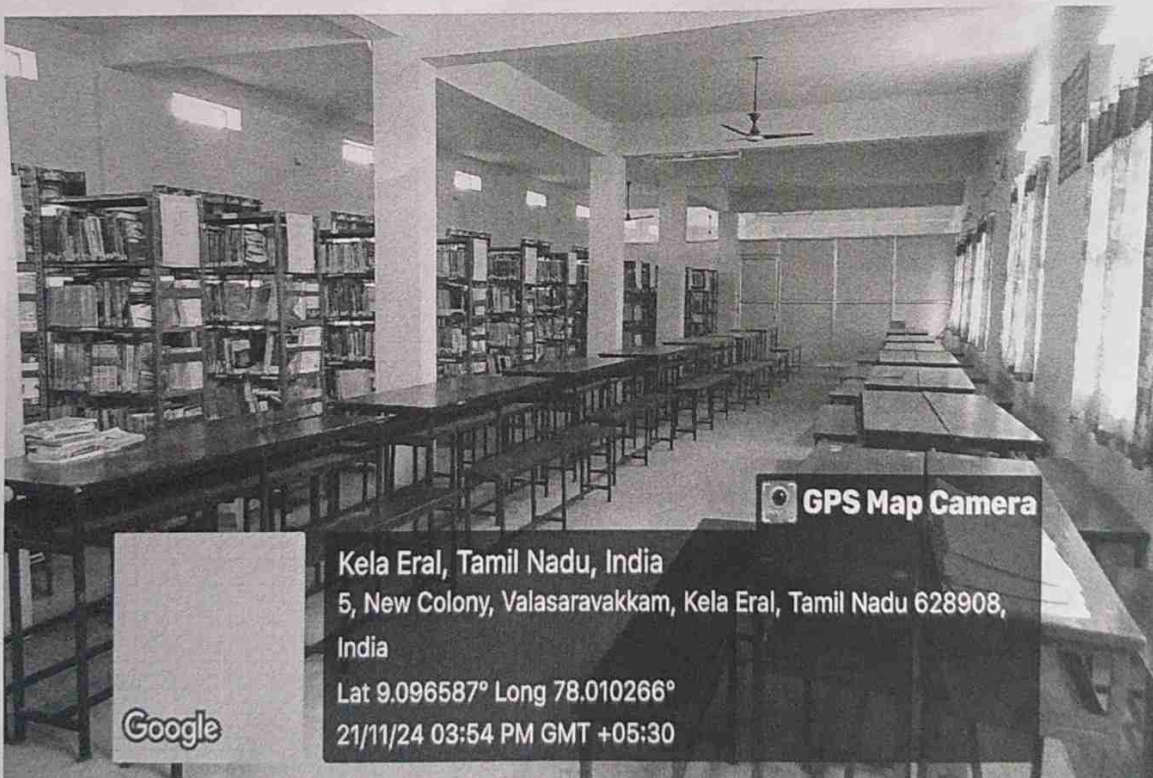
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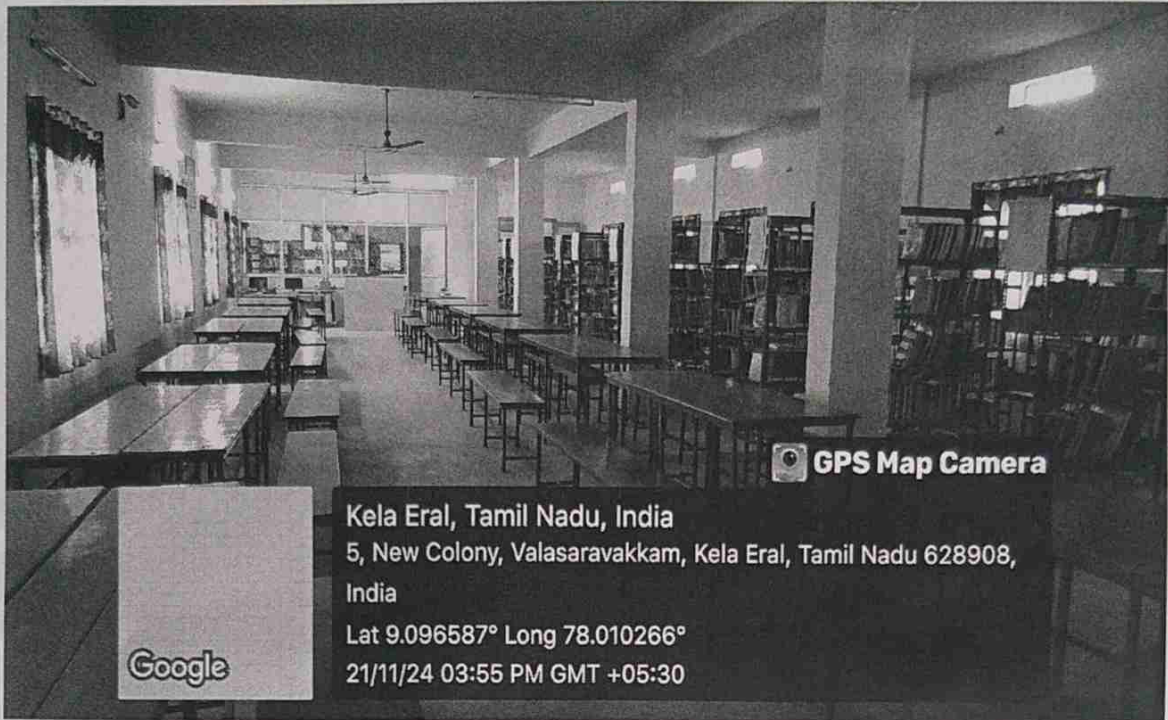
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India
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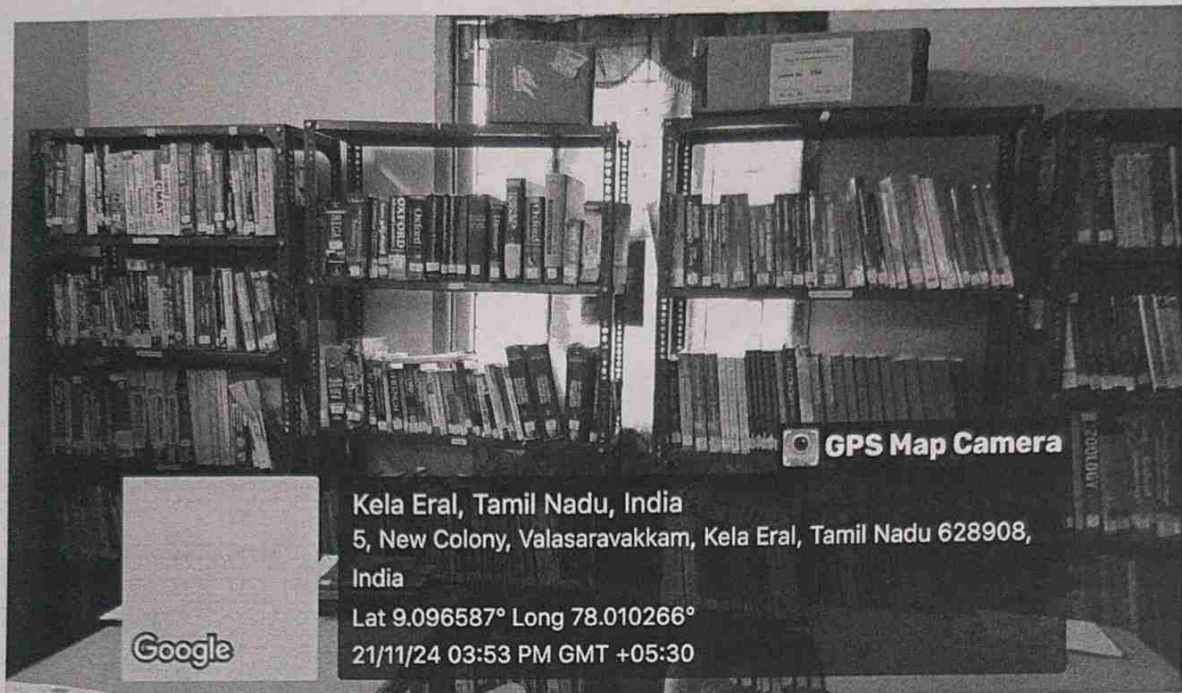
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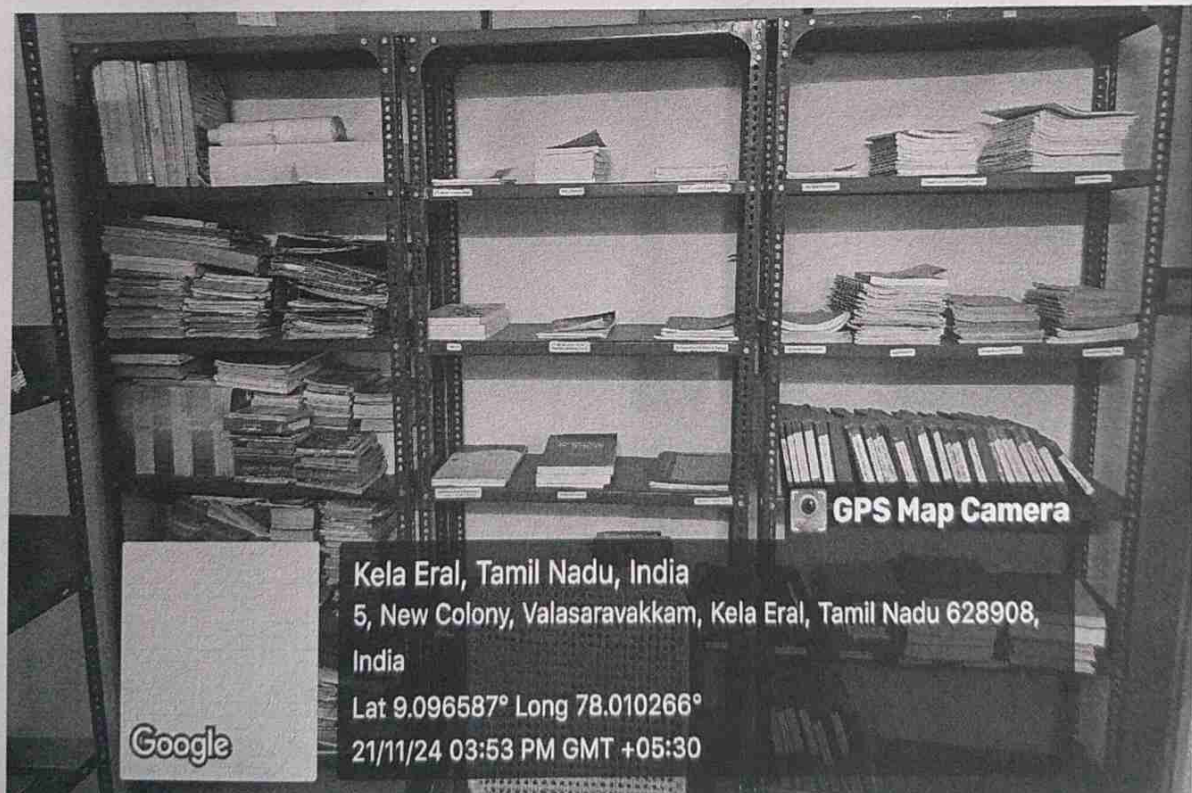



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Don Bosco College of Arts & Science
KEELA ERAL



Don Bosco College of Arts and Science

A Christian Minority, Self-financing College, Affiliated to Manonmaniam Sundaranar University, Tirunelveli
Keela Eral, Ettayapuram TK, Thoothukudi DT, Tamilnadu - 628 908
☎ 04632-290768 • 97904 02888 ✉ principal@dbcas.edu.in 🌐 <https://dbcas.edu.in>

Declaration

I hereby declare that the details and information given above are complete and true to the best of my knowledge and conviction.




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Don Bosco College of Arts & Science
KEELA ERAL