VISVA-BHARATI
CENTRAL LIBRARY

Memo No. CL/   /2005-06/   Date 12/04/2005

The Registrar
Visva-Bharati
Santiniketan

> *Sub: Annual Report of the Central Library for the period from 1st April 2004 to 31st March 2005.*
>
> *Ref: Memo No.G/U-12(ARC)/316/2004-05 Dated February 25, 2005.*

Forwarded herewith one print copy of the Annual Report of the Central Library, Visva-Bharati for the period from 1st April 2004 to 31st March 2005 along with floppy disk (MS-WORD) formatting for your kind information and necessary action.

(Dr. Subodh Gopal Nandi)
Librarian
Central Library
Visva-Bharati

Annual Report of the Central Library for the period 2004-05
(1ˢᵗ April 2004 to 31ˢᵗ March 2005)

1. Total number of books as on 31.3.2005:　　Purchased - Books – 391111
　　　　　　　　　　　　　　　　　　　　　　　　　　Gift - Books – 3225
　　　　　　　　　　　　　　　　　　　　　　　　　　Total – 394336

2. Total number of books/Periodical Accessioned during the year 2004-2005:
    a) Books Purchased　　　　　　　　　　　　　　6807
    b) Books received as gift　　　　　　　　　　　　523

3. Total number of books transferred to Departmental /Sectional Libraries:
    a) Departmental Libraries　　　　　　　　　　　2312
    b) Seminar Libraries　　　　　　　　　　　　　　0

4. Issued and Return of Books:
    a) Title Issued　　　　　　　　　　　　　　　28418
    b) Title Returned　　　　　　　　　　　　　　27332
    c) Title consulted at Reference Section　　　　24568
    d) Title consulted at Reading Room　　　　　11976
    e) Periodical consulted (loose issues & bound volumes)　　4442

5. Library Members:
    • Total Registered Members　　　　　　　　　5463
    • Temporary Members / Scholars　　　　　　　34
    • Total number of Readers visited at Reading Room　　22790
    • Total number of Readers visited at Periodical Section　　9105
    • Total number of Readers visited at Reference Section　　12684
    • Total members of Readers entered into the stack room　　12913

6. Journals subscribed in 2004-2005　　　　　　　192
7. Journals received as gift　　　　　　　　　　　498
8. Total issues of Periodicals Accessioned 2004-2005　　2469

9. Library Hours:
    a) On weekdays (Thursday to Tuesday):
    (i) Reading Room & Periodical Reading Room from 7 a.m. to 8 p.m.
    (ii) All other Section of the Central Library from 7 a.m. to 5 p.m.

    b) Wednesday and other holidays:
    Reading Room and Periodical Reading Room from 10 a.m. to 5 p.m.

    c) Total No. of days Library open: (a) 268 days + (b) 51 = 319 days

10. Publication: Visva-Bharati Library Bulletin
11. Inter Library Loan: No request received from the internal users / outside library

12. Library Automation: The Central Library and all Sectional Libraries (except three) have been connected with the Gitanjali Net, the University LAN. The Central Library and its twelve Sectional/Departmental Libraries have received P.C. Printer, Library software etc. All Libraries have Internet, On-line searching, e-mail facilities. Creation of library databases is going on in the Central Library by using internal manpower resources. Retrospective conversion of existing manual catalogue is also going on by deploying the internal manpower. Computers and library software LIBSYS – Unicode are used for the purposes of Acquisition of library documents, e.g. books and journals; Cataloguing; Serial control; Membership registration, etc. About 30,000 titles of documents (bearing 35,000 individual accession numbers) are entered up till now in library catalogue databases.

13. Exhibition / other programme:

   a) Library Day was observed on 20 December 2004.
   b) Central Library was used as venue of the XXIII National Symposium on Reproductive Biology and Comparative Endocrinology (SRBCE) organized by The Society for Reproductive Biology and Comparative Endocrinology and the Department of Zoology, Visva-Bharati for the period from February 07 – 09, 2005.

14. Conference, Seminar, Workshop, etc. attended by the Library staff:

   i) Dr. Subodh Gopal Nandi, Librarian, Central Library:
   a) Attended the Training Programme organized by INFLIBNET Centre for Library Science personnel under "E-resource Management using UGC-Infonet" held at INFLIBNET Centre, Ahmedabad during May 17 – 21, 2004.
   b) Participated and presented a paper entitled 'Rural Development, Library and Rabindranath' in XXI National Seminar on the topic "Information Support for Rural Development"of the Indian Association of Special Libraries and Information Centres (IASLIC) held at Jadavpur University, Kolkata, during 31 December 2004 – 03 January 2005.
   c) Attended the Two Day Workshop of the Central Universities Librarians held at Hyderabad University, Hyderabad, during February 14 – 15, 2005.
   d) Delivered invited talk on the topic "Ethics of Librarianship" before the BLIS and MLIS students meet at the DLIS, Osmania University, Hyderabad on February 17, 2005.

   ii) Sri Susanta Kumar De, Assistant Librarian, Central Library:
   a) Attended UGC sponsored 18th Refresher Course in "Computerised Information Processing" held at Jadavpur University, Kolkata during July 07 – 27, 2004.

b) Attended UGC sponsored 52nd Orientation Programme at UGC Academic Staff College, University of Burdwan, Burdwan during March 03 – 30, 2005.

iii) Sri Dilip Kumar Roy, Assistant Librarian, Central Library:
   a) Attended UGC sponsored 18th Refresher Course in "Computerised Information Processing" held at Jadavpur University, Kolkata during July 07 – 27, 2004.
   b) Attended UGC sponsored 52nd Orientation Programme at UGC Academic Staff College, University of Burdwan, Burdwan during March 03 – 30, 2005.

iv) Sri Achintya Kumar Mandal, Information Scientist, Central Library (Gitanjali Net):
   a) Attended the 3rd International CALIBER 2005 titled "Multilingual Computing and Information Management in Networked Digital Environment" organized by INFLIBNET Centre, Ahmedabad and Cochin University of Science and Technology, Kochi during February 02 – 04, 2005.

15. Publications of Central Library staffs:
   i) Dr. Subodh Gopal Nandi, Librarian, Central Library:
      a. The Library and Electronic Recording Technology (ERT). In "Proceedings of the 50th All India Library Conference of Indian Library Association on Knowledge Organisation in Digital Environment in Libraries (KODEL): Introspects and Prospects December 01 – 04, 2004 Maharaja Sayajirao University of Baroda, Vadodara".
      b. Rural Development, Library and Rabindranath. In "Information Support for Rural Development: Proceedings of XXI National Seminar of IASLIC 31 December 2004 – 03 January 2005 Jadavpur University, Kolkata". p.79 – 83.
      c. Knowledge Preservation on Indigenous System of Medicine – Some Issues. In "Proceedings of the International Conference on Information Management in Knowledge Society" held at Grand Hyatt, Mumbai, during February 21-25, 2005. p.123 – 123.

   ii) Sri Achintya Kumar Mandal Information Scientist, Central Library (Gitanjali Net):
      a. Novel Approach to Identify Good Tracer Clouds From a Sequence of Satellite Images. *IEEE Transactions on Geoscience and Remote Sensing*. Vol. 43 (4). P.813 – 818.

16. Total Number of Staff members of Central Library = 55 presently vacant post = 6 Category wise list enclosed separately as Annexure – I.

17. Information relating to Sectional Libraries enclosed as Annexure II

(Dr. Subodh Gopal Nandi)
Librarian
Central Library
Visva-Bharati

Staff Members of Central Library (Category wise)

Serial No	Name of the Staff Member	Designation
1.	Dr. Subodh Gopal Nandi	Librarian
2.	Sri Dilip Kumar Roy	Assistant Librarian
3.	Sri Susanta Kumar De	Assistant Librarian
4.	Sm. Lakshmi Subbiah	Assistant Librarian
5.	Sm. Kanika Debnath	Assistant Librarian
6.	Sm. Suchismita Sarkar	Assistant Librarian
7.	Sri Achintya Kumar Mandal	Information Scientists
8.	Sm. Namita Sen Majumder	Professional Assistant
9.	Sri Santi Kumar Panday	Professional Assistant
10.	Sri Sanat Bhattacharya	Professional Assistant
11.	Sri Biswanath Kisku	Professional Assistant
12.	Smt. Susmita Palit	Professional Assistant
13.	Parikshit Mandal	Professional Assistant
14.	Ram Prasad Majumder	Professional Assistant
15.	Sri Kishalaya Chatterjee	Professional Assistant
16.	Sm. Nibedita Basu	Professional Assistant
17.	Sri Prabir Kumar Singha Roy	Professional Assistant
18.	Sri Nirmalendu Banerjee	Senior Assistant
19.	Sri Amalesh Chandra Mondal	Senior Assistant
20.	Sri Birendra Kishore Biswas	Semi-Professional Assistant
21.	Sri Amiya Hazra	Semi-Professional Assistant
22.	Smt. Maya Bhattacharya	Semi-Professional Assistant
23.	Sri Pradip Hembram	Semi-Professional Assistant
24.	Sri Prasun Kanti Ghosal	Semi-Professional Assistant
25.	Sri Nikhil Saha	Senior Binder
26.	Smt. Shibani Dasgupta	Office Assistant
27.	Sri Sibsadhan Konar	Junior Office Assistant
28.	Sri Utpal Mukherjee	Junior Office Assistant
29.	Sri Susobhan Banerjee	Junior Office Assistant
30.	Sri Sougata Samanta	Junior Library Attendant
31.	Sri Atanu Kumar Sinha	Junior Library Attendant
32.	Smt. Arpita Chatterjee	Junior Library Attendant
33.	Sri Soumitra Kumar Chakraborty	Junior Library Attendant
34.	Sri Bama Charan Pal	Junior Library Attendant
35.	Sri Debashis Roy	Junior Library Attendant
36.	Deb Kumar Chatterjee	Junior Library Attendant
37.	Sri Jatindra Nath Saha	Junior Library Attendant
38.	Sri Saradindu Sarkar	Junior Library Attendant
39.	Sri Chandra Sekhar Roy	Junior Library Attendant
40.	Sri Subhajit Roy	Junior Library Attendant
41.	Sri Subir Bhattacharya	Junior Library Attendant
42.	Sri Durgapada Hazra	Peon
43.	Sri Sukumar Majhi	Peon
44.	Sri Biswajit Biswas	Peon
45.	Sri Uttam Kumar Mondal	Peon
46.	Sri Prabir Kumar Chatterjee	Peon
47.	Sri Rathindra Nath Pal	Peon
48.	Sri Sachidulal Ghosh	Gate-Man
49.	Sri Dilip Kumar Hazra	Sweeper

Information related to Sectional Libraries:

Sectional Libraries	Number of books purchased / received as gift		Subscribed periodical Titles / received as gift		Books Issued / Reference used	
Kala-Bhavana	200	4	7	6	379	335
Rabindra-Bhavana	124	5	1	35	860	7580
Hindi-Bhavana	328	22	5	30	3407	1813
Cheena-Bhavana	91	668	2	3	855	540
Sangit-Bhavana	416	59	6	1	6713	1122
Patha-Bhavana	722	39	12	7	7993	4923
Philosophy & Religion	114	Nil	19	Nil	10677	4354
Vinaya-Bhavana	237	5	13	Nil	1948	1714
Palli Siksha-Bhavana	791	11	105	82	3826	7465
Palli Samgathana Vibhaga	75	4	7	5	3361	1250
Siksha-Satra	44	3	29	Nil	5574	577
Siksha-Bhavana	143	Nil	10	Nil	4622	921

Total Number of Staff members of Sectional Libraries = 56 presently vacant post = 3