



Andhra Christian College, Guntur

Affiliated to Acharya Nagarjuna University
Sambasivapet main road, Guntur -522001, A. P. India

E mail: accollegeguntur@ymail.com website: www.accollegeguntur.com

Criterion: **IV**

Metric: **4.2.1**



Criterion 4 - Infrastructure and Learning Resources

4.2 – Library as a Learning Resource

4.2.1 - Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscription to e- resources and journals are made. The library is optimally used by the faculty and students.



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About the Library

Introduction

A Library is the Heart of an educational Institution. It itself is an Institution that exists to serve the information to the people. College library stimulates the students to obtain, evaluate and recognize knowledge and to familiarize oneself with the trends of knowledge for further education and learning new disciplines. The college provides ample scope and opportunity to the students to read and learn a lot from a wide variety of Newspapers and Magazines that are available in the Reading room.

"A Library is not a Building stacked with books - it is a repository and source of information and ideas, a place for learning and enquiry, and for the generation of thought and the creation of new knowledge."

Andhra Christian College, Guntur Library was established in 1960. It is well located in an area of UG Library 7602.48 sq. ft and with a seating capacity of 200. The library is equipped to support both the faculty and the students. Andhra Christian College, Guntur Library provides an excellent ambience for self-study and research.

Mission

To support teaching, learning and research with state of the art information that complements, education, reflective thinking and development of thought using contemporary knowledge in the relevant field.

Vision

To promote knowledge enriched learning community, which is committed to support the development and empowerment of the communities, with a sense of integrity.

Library Timings

Monday to Saturday: 10:00 A. M to 5:00 P. M.

Library Layout:

- Reading Room
- Display Of New Arrivals
- Login/ Logout for Students/Faculty
- Return Counter
- Periodicals Section (Journals/ Magazine/Newspaper)
- Previous Year Question Papers

- Internet Facility for Students & Faculty
- Text Books
- Reference Books
- Reference Section
- CD's / DVD's

Collection in the Library:

Sr. No	Particulars	Total
1.	No. of Books	64,750
2.	No. of Titles	42,532
3.	No. of News Papers	9
4.	Book CD's	18
5.	E Journals through E Net	6613
6.	E-Books	19,5809
7.	N-List Catalogues and Database	ISID

E Resources:

List of e-sources through N-List

- E-Journals –
- Knowledge gain Portal
- Vision Portal
- Catalogues and Database
- Full Text Journals

Library Other E-Resources:

Resource Name	Access URL Link	Subject
C. C. E e-Learning classes for U.G. Courses	http://www.ccelms.ap.gov.in/rusa/userigpapers	All Subjects
PG Pathshala	http://epgp.inflibnet.ac.in	All Subjects
Rare books Society of India	http://www.rarebooksociety.org	

Telugu e-Resources:

Resource Name	Access URL Link	Subject
Telugu and Sanskrit books	http://www.teluguthesis.com	Telugu & Sanskrit
Books on Vedas and Upanishads	http://vedicheritage.gov.in	Telugu
A to Z2512 Telugu literature	http://www.atoz2512.com	Telugu
Telugu one Grandhalayam	http://www.teluguone.com/grandalayam	Telugu

MOOCS (Massive Online Courses)

Resource Name	Access URL Link	Subject
UG/PG MOOCS	https://ugcmoocs.inflibnet.ac.in	All Subjects
Swayam Online Courses	https://swayam.gov.in	All Subjects
NPTEL Online Courses	https://nptel.ac.in	All Subjects
Acharya Nagarjuna University Moocs	https://moocs.anuonline.ac.in	All Subjects
National Digital Library of India	https://ndl.iitkgp.ac.in	All Subjects

Library Services:

Sr. No.	Service Name
1	Circulation Service
2	Print Journals & e- Journals Service
3	Reference Service
4	Previous Question Papers service
5	News Paper Clipping Service
6	Projects Reference Service
7	Digital Library Through N-List
8	OPAC (Online Public Access Catalogue)
9	Documentation of Syllabus Boks
10	Reprographic Service
11	Conducting Library Events
12	Overnight Issue of Reference Books
13	Issue of Reference Books

Objectives of the Library:

- To promote the reading habits
- To increase reading material
- To acquire, organize and update the library collection to support Teaching Learning Process (TLP)
- To encourage students to read beyond the requirements of the curriculum
- To provide instruction and assistance in the effective use of learning resources/services
- To promote the growth and wellbeing of the library

Rules and Regulations:

- Strict silence should be observed in the library.
- Personal belongings such as bags, notebooks etc., should be left at the property counter at the library entrance
- Books are lent to students on all working days.
- Books are usually lent for a period, of two weeks and may be renewed for a further period if those books are not in demand by other students.
- Books should be returned on or before the due date indicated in the issue slip of the book.
- Overdue fine of Rs. 2 per day will be charged, if the book is not returned on time.
- If the book is lost, the borrower will have to pay three times of book cost and fine also. Reference books such as dictionaries, yearbooks, encyclopaedia, general knowledge books and books labelled as reference will not be lent.
- Students are forbidden to make any marking or underlining in the books and periodicals.
- Students are advised to examine and ascertain the conditions of the books at the time of borrowing itself. If there is any damage it should be immediately brought to the notice of the librarian. Otherwise, the borrower will be held responsible for the damage
- If a book is damaged or lost, the cost of replacing it with a new copy along with fine will be recovered from the borrower.
- All the students should return all the library books a week before the last working day of the academic year
- No outside 1 personal books are allowed in the library for reading purpose. Using Mobile phone is strictly prohibited.

Library Committee:

Library advisory committee is formed at the beginning of every academic year by the Director and principal in consultation with the staff and student members. In the decisions pertaining to the library are taken by the library committee. The committee meets once in an academic year.

- Plan to purchase of books to the library
- To analyse the student's requirements
- Plan to conduct user awareness program

Library Committee:

Sr. No.	Name	Designation
1.	Dr. M. Ratna Raju	Co-ordinator
2.	Dr. B. Vijaya Kumar	Member
3.	Dr. V. E. Vijaya Sekhar	Member
4.	Mrs. B. Nirmala	Member
5	Mr. D. Vengaiah, Office Manager	Member

Best Practice of the Library:

- Users can recommend books and Journals by using prescribed Book.
- Display New Arrivals
- Library is providing Digital Library Services through N-List
- User Orientation programme for New Students
- Free Library for developing reading habit.

Conducting Different Library Activities

1. Book Review Competition
2. Book Exhibition on New Arrivals
3. Essay Writing Competition

Library Staff:

Sr. No.	Name	Qualification	Designation
1	M Jaya Prasad	M.A, M. A, M. LIsc	Librarian
2	M J Johnson	M.A., B.L M. LIsc	P. G. Librarian
3	B. Suraj Kumar	10th	Library Assistant
4	V. Trinad	10th	Library Assistant
5	Ch. Sasi Kiran	B.A	Technical Support

LIBRARY



Reading Area



Stock Area



Circulation Area

