

Librarian

Self Study Report Jan 2024 to Dec 2024



Dr. R. K. Asrani

Librarian Comment

The university library of CSKHPKV, Palampur has its main focus on to take efforts to increase students' interest in reading and research, enriching the collection of the library, to conduct live sessions for patron education. To enrich the digital resources in the Digital Information Centre, organize online exhibitions or virtual book tours for patrons, and generate resources through external membership and information services.

Librarian is responsible for maintenance of the libraries of the University and organizes all services in these libraries. He prepares budget for the university library keeping in view the literature needs of the concerned departments and is responsible for receiving all library materials. He is responsible for purchase of books, renewal of journals and publication of library newsletter, etc. The librarian shall work under the control and supervision of the Vice-Chancellor and shall be responsible for the maintenance of all libraries of the university and for the organization of the services of these libraries. The powers and duties of the Librarian shall be as under:

1. he shall have overall supervision of the University library including library personnel and Department's libraries or collections;
2. he shall prepare the budget for the University library including Departments collections;

3. he shall be responsible for receiving and accessioning all library materials;
4. he shall be responsible for initiating the purchase of and requisitions for all library materials;
5. he shall be responsible for renewing in time subscription to journals and periodicals;
6. he shall prepare a library newsletter at reasonable intervals which will carry a list of all library materials received since the preceding newsletter and other timely library news of interest to students and staff;
7. he shall initiate, participate and co-operate in programme designed to stimulate and encourage the use of library facilities by students and staff;
8. he shall arrange library hours which will permit maximum library use by the students and teachers;
9. he shall arrange for small collections of volumes and journals at Research Stations for use by the staff and post-graduate students;
10. he shall perform such other duties and functions as may be assigned to him by the Vice-Chancellor.

Library:(Write about the University library (in one page) mentioning its space for stocking and reading, automation, library staff, library committee meetings, library management system, text books availability, subscription of research journals, periodicals, e-journals and other necessary stat-of- the art software/programme, timing etc.)

Library at Palampur caters to the needs of the students, teachers, researchers, extension specialists and the staff of the four constituent colleges of the university as well as the scientific staff stationed at Research Stations, Sub-stations and KVKs of the University. The library has its own building with a seating capacity of 200 readers at a time, besides 34 research cabins to accommodate the senior researchers. It has a carpet area of 4,093 m².

Introduction

Central Library, CSKHPKV, Palampur was initiated with the establishment of the third campus of the Punjab Agricultural University as College of Agriculture, Palampur Hill campus. Presently, library at Palampur caters to the needs of the students, teachers, researchers, extension personnel and the staff of the four constituent colleges of the university as well as the faculty stationed at Regional Research Stations, Sub-Stations and Krishi Vigyan Kendras of the University.

The system constitutes the following libraries:

1. Central Library at CSKHPKV, Palampur
2. Library at Hill Agricultural Research and Extension Centre (HAREC), Bajaura (Kullu)

3. Library at Hill Agricultural Research and Extension Centre (HAREC), Dhaulakuan (Sirmour)
4. Library at Highland Agricultural Research and Extension Centre, (HAREC) Kukumseri (Lahaul & Spiti)

In addition to it, Research Sub-Stations, KVKs of the University and some departments of colleges have their own small workable collection of books and periodicals. University library has been designated as per the FAO Repository Library and therefore all the FAO publications are received free of cost at regular interval.

Working Hours

The following working hours were observed during 2021-2022:

- | | |
|---------------------------------|---------------------|
| 1. University Library, Palampur | 09.00 AM to 8:00 PM |
| 2. HAREC, Dhaulakuan | 10.00 AM to 5.00 PM |
| 3. HAREC, Bajaura | 10.00 AM to 5.00 PM |

● **Building**

The library has its own beautiful building with seating capacity of 200 readers at a time. Besides this 34 research cabins are available to accommodate the senior researchers and scientific staff. It is spread over a carpet area of 4,093 m² with capacity to accommodate around 1.6 lakh publications at 3 available floors. The library at HAREC, Dhaulakuan (Sirmour) and the HAREC, Bajaura (Kullu) are accommodated in separate rooms. The working space at both these centers is sufficient to cater the needs of the centers.

● **Library Collection as on June 30, 2024**

Books	61622
Bound Volumes of Journals	31017
Theses	5598
Total Collection	98,237

Library & UNS Staff

1.	Dr. Rajesh Kumar Asrani 03.07.2024 to till date Dr. Rajesh Uppal 02.03.2024 to 30.06.2024 Dr. S.P. Dixit 21.10.2023 to 29.02.2024 Dr. R.K. Kapila 03.07.2023 to 20.10.2023	Librarian
2.	Mr. Sunny Kumar	Assistant Librarian
3.	Ms. Malika Devi	Professional Assistant
4.	Sh. Arvind Kumar	Junior Professional Assistant
5.	Sh. Vinod Kumar	Junior Professional Assistant
6.	Sh. Hem Raj	Junior Professional Assistant
7.	Sh. Gaurav Awasthi	Junior Professional Assistant
8.	Sh. Sheetal Kumar	Semi Professional Assistant (Dhaulakuan)
9.	Sh. Madan Lal	Semi Professional Assistant
10.	Sh. Mohinder Singh,	Semi Professional Assistant (Bajaura)
11.	Ms. Saroj Kumari	Library Assistant
12.	Ms. Punam Thakur	Library Assistant
13.	Sh. Ashish Kumar	Library Assistant
14.	Sh. Shree Ram	Junior Library Attendant
15.	Sh. Rakesh Katoch	Section Holder
16.	Sh. Rakesh Kumar	Book Binder
17.	Sh. Rakesh Singh	Bindery Attendant
18.	Sh. Kuldeep Chand	Machine Man
Ministerial & Supporting Staff		
1.	Ms Panma Chhodan	Section Officer
2.	Sh. Sunil Kumar	Senior Assistant
UNS Staff		
1.	Mr. Kapil Sharma	Asstt. Prof. (Comp)
2.	Ms. Shivali Jamwal	Computer Assistant, Grade-II

The above table shows the total strength of the university library professional, Ministerial & Supporting Staff, and UNS Staff.

IT based Library Resource and Services

The University Library provides on-line, i.e. Web based On-Line Public Access Catalogue (WebOPAC), Access to Full-Text on-line Journals through CeRA (Consortium for e-Resources in Agriculture) and CAB Abstracts online, Access to e-Books, and other information, through University website at <http://hillagric.ac.in/library>.

Electronic Resources Centre (ERC)

The section is the nerve of the on-line library services and is the most widely used. Services like On-line Journal Access, On-line Public Access Catalogue (OPAC), On-line e-Books access, On-line Full text theses and accessing the Internet are provided here.

E- Resources and Services

The library has provided the facilities to access on-line journals, e-books, Ph.D. theses through internet. The teachers, students and other staff members are using these facilities in their respective departments, placement cell and hostels through the following resources.



Readers browsing the online library resources and accessing internet in ERC

1.	Remote Login
2.	Online Competitive Exam Preparation
3.	WebOPAC
4.	indianjournals.com
5.	CeRA@ J Gate (Consortium for e-Resources in Agriculture)
6.	E Books EBSCO HOST
7.	E Books Ovid sp
8.	Krishikosh (Access to Full text theses)
9.	Shodh Ganga – e theses
10.	agricate@egranth

CeRA (Consortium for e- Resources in Agriculture)

Consortium for e-Resources in Agriculture (CeRA) was established in November 2007 by ICAR DKMA for facilitating accessibility of scientific journals to researchers/ teachers in the

National Agricultural Research System by providing access to information specially access to journals online which is crucial for having excellence in research and teaching. Objective of CeRA is to upscale the existing R&D information resource base of ICAR Institutions/ State Agricultural Universities comparable to world's leading institutes/ Agricultural Universities. E-books and India Agristat database is also being provided by CeRA to the member institutes. During the year 2023-24, 8278 logins were made by the researchers of CSKHPKV, Palampur and 94 requests for document delivery were fulfilled by the library.

Plagiarism Check System (Drillbit and Copyleaks)

Library has successfully implemented two plagiarism detection softwares, Drillbit provided by UGC and recommended by ICAR for the PhD students and Copyleaks which is purchased by the university Library for Postgraduate students. Thesis are being checked for plagiarism by the library in accordance with University policy.

Remote Login Service

All the e-resources can be availed "off campus" and round the clock through the software. This facility is being provided free of cost to the students and employees of the University.

RFID (Radio Frequency Identification Device)

Library has successfully installed and implemented RFID (Radio Frequency Identification Device) system. Digital library cards have been provided to the users to check out and check in books through RFID. RFID has made the issue, return and other functions automated and user friendly. Security of library has also been strengthened with RFID security gate with alert and siren system.



RFID Library System



RFID (Radio Frequency Identification Device)

Online Public Access Catalogue (OPAC) Touch Screen kiosks

Four nos. of touch screen kiosks have been installed to facilitate the readers.



Touch Screen Kiosks & self-check in/out station

Acquisition and Technical Section

The Acquisition Section acquires various publications for the use of its readers. The books are purchased on the recommendations of the teachers as per the need of the students, staff and other readers. The Technical Section is responsible for processing of the books for their placement in different sections of the library for the use of readers. Books are classified according to the Dewey Decimal Classification Scheme. The cataloging of the books is done according to the Anglo-American Cataloging Rules and the Subject Headings are assigned from the Sears List of Subject Headings. After the complete processing of the books, the new books are displayed in the “New Arrival Section” and are retained for some days for the information of the readers before transferring them to the shelves of the library. This information is also accessible through new addition interface of OPAC. A new link on the library web page for new books has been introduced.

The information about the publications added in the university library during 2023-2024 is as under:

Books	Periodicals	Theses	Total
505	148	126	779

Efforts have been made to procure more and more books for various competitive examinations i.e. ARS, JRF, SRF etc.

Periodical and Reference Section

The current journals and the back volumes are the most important reading materials for teaching and research. The scientists as well as the post graduate students are always eager to consult the vast reading materials from this section. The journals and the serial publications are acquired through regular subscriptions, standing orders, exchange and even gratis samples.

The HAREC libraries at Bajaura and Dhaulakuan also subscribe some approved journals to meet the requirements of the scientists. Even the Sub-stations are subscribing some Indian journals, useful for their research work. The university library at Palampur sends the desired material on Inter-Library Loan or by photocopying of the required material to the scientists concerned.

The current journals are kept on the display racks and the back volumes are placed on the open shelves of the racks.

Current Journals	71
Back Volumes	31017

Documentation and Reprography Section

The Documentation and Reprography Services are being provided for the benefit of the readers. A nominal charge of @. Rs 1.0 per exposure is charged from the students and staff for photocopying services of the library material. During the year 2023-2024, the library earned Rs. 6801/- only from this service.

Inter-Library Loan

Inter-library loan facilities are made available to the HAREC libraries and the Sub-station libraries. Mostly, the latest journals are sent as Inter-library loan besides some specific books. The scientists of the IVRI Regional Centre and IHBT, Palampur also take advantage of this facility through 'Inter-library loan'. Request articles through CeRA have also been sent through scanned copies online to the various agriculture universities and ICAR research institutes.

Bindery Section

The library has its own bindery with modern binding equipment's where, trained and qualified staff is available. During the year under report, 1023 publications, including 376 journals and 647 books were bound. Besides this some important administrative documents of the University were also bound in the bindery section from time to time.

Book Bank

The students are entitled to draw up to 3 books from book bank at a time for a full semester. During the year under report, 303 students were benefited from this scheme and 553 books were issued.

FAO Repository Library

The FAO Repository Library has completed 39 years of its existence. The library is regularly receiving FAO publications directly from its head quarter Rome. Besides books, serial publications are also being received. FAO publications are very popular with scientists/teachers and post-graduate students and serial publications are useful for detailed statistical data.

FAO publications in the university library during 2023-24 are as under:

Total	3260
-------	------

Special Section

A separate special section comprising books on Himachal Pradesh, rare books, Rules and Regulations and other those having information on hilly areas has been established in the library under the heading “Special Section”. Publications relating to cultural and developmental activities of the hill area are also procured to enrich the collection. The Himachal Kala-Sanskriti and Bhasha Academy, Shimla had also donated some books/periodicals/publications on Himachal Pradesh and books written by Himachali authors from time to time. This section is widely used by students for the competitive examinations.

Thesis Section

This section is particularly helpful to the postgraduate students. Copies of the thesis of M.Sc., M.V.Sc. and Ph.D. students of CSK HP Krishi Vishvavidyalaya and Dr. Y.S.Parmar University of Horticulture and Forestry, Nauni (Solan), are placed in this Section. Apart from the printed copies of the thesis, it is also mandatory for the CSKHPKV student to submit a soft copy of the thesis at the time of thesis submission, which is stored in the library and also being made accessible through Krishikosh. One hundred twenty-six theses were added to the library during the period under report.

Circulation Section

This Section remains open on all working days from 9.00 A.M. to 5.00 P.M. The section is fully automated using staff station software for RFID and KOHA LMS.**Membership**

Sr. No.	Category	Palampur
1.	U.G. Students	845

2.	P.G. Students	409
3.	Teachers	190
4.	Non-Teachers	87
Total		1531

Circulation and Visitors

Library	Visitors	Books Issued	Books Returned	Books Consulted	Books Circulation
July-2023	2779	538	479	7689	8706
Aug	2633	469	442	7720	8631
Sept	2843	279	451	7821	8551
Oct	2627	294	270	6930	7494
Nov	1967	100	244	6185	6529
Dec	3012	288	358	7795	8441
Jan, 2024	2899	405	287	7420	8112
Feb	2940	393	311	7994	8698
March	2405	289	326	7033	7648
April	2507	264	549	6929	7742
May	3494	424	420	8236	9080
June	2966	404	559	7416	8379
Total	33072	4147	4696	89168	98011

Visitor Statistics

Period	Students	Staff	Teachers	Outsider
July-2023	2124	9	7	639
Aug	1876	11	15	731
Sept	2070	22	34	717
Oct	1831	28	27	741
Nov	1021	21	28	897
Dec	2074	27	37	874
Jan-2024	2016	18	27	838
Feb	2250	17	36	637

March	1572	15	41	777
April	1507	12	06	982
May	2290	40	20	1144
June	1913	48	17	988
Total	22544	268	295	9965

Property Counter

No personal material or books are allowed in the library. Hence, a section for safely storing the personal belongings of the readers is available in the library.

Teaching

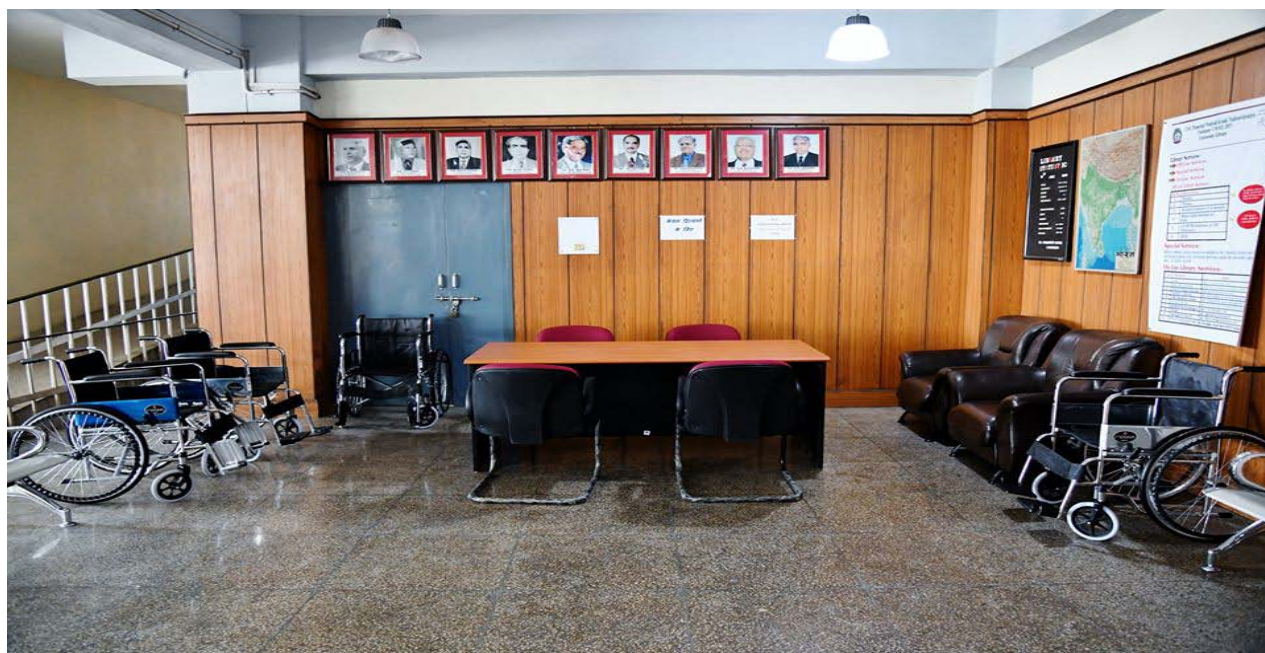
The University Library imparts teaching at postgraduate level and offer two courses entitled “Library and Information Services” (PGS. 501) and “Technical Writing and Communication Skills” (PGS. 502) of 0+1 credit hours, for the postgraduate students of the university.



Class Room

Section of Specially-Abled Users

Library has procured furniture and fixtures for differently able users in the library as per guidelines of UGC/ICAR.



Seating Capacity at University Library, CSKHPKV

Sr. No.	Floor	Seating Capacity
1	Ground Floor/Book Bank Room	30
2	1 st Floor	60
3	2 nd Floor	70
Total Seating Capacity		160

The total seating capacity of the university library is 160, and there are plans to add more.

2.3.5. Other Software's/Programmes and facility

- CeRA, FEDGATE, Shodhganga, agricat@egranth, Krishikosh(e-theses)
- Library successfully implemented plagiarism check system through ouriginal (urkund) online software provided by INFLIBNET, UGC. The theses of the submitted by the students are being checked for plagiarism in accordance with University policy.
- Library successfully implemented REMOTE Login Service
- University library provides a bundle of lots of MCQs and real time analysis for test papers, practice tests & mock tests covering all major JRF, SRF, general agriculture, NET, STO and ARS exams.
- University Library have own website to aware the student regarding open access resources and university library services.
- The University Library have Wi-Fi facility for students.

b) Subscription of Journals

Subject/College	No. of current Journals
College of Agriculture	50
College of Veterinary and Animal Sciences	10
College of Community Science	02
College of Basic Sciences	05

University library has four constituent college and library subscribed and provide collegewise below mentioned national and international journals

c) List of Subscribed journals of national and international.

• List of Agriculture Journal

Sr.No.	Title
1.	Agricultural situation in India
2.	Annals of forestry
3.	Annals of agricultural research
4.	Asian agri-history
5.	Assam review and tea news
6.	Crop research
7.	Forage research
8.	Indian farmers digest
9.	Indian farming
10.	Indian forester
11.	Indian horticulture
12.	Indian journal of agricultural economics
13.	Indian journal of agricultural marketing
14.	Indian journal of agricultural research
15.	Indian journal of agricultural sciences
16.	Indian journal of agroforestry
17.	Indian journal of agronomy
18.	Indian journal of entomology
19.	Indian journal of fertiliser
20.	Indian journal of genetics & plant breeding
21.	Indian journal of horticulture
22.	Indian journal of nematology
23.	Indian journal of plant genetic resources
24.	Plant Physiology reports
25.	Journal of mycology and plant pathology
26.	Journal of resources, energy and development
27.	Journal of rural development
28.	Kheti (Hindi)
29.	Khad Patrika (Hindi)

30.	Legume research
31.	Madras agriculture journal
32.	Man and development
33.	Man in India
34.	Margin : Journal of applied economic research
35.	Mushroom research
36.	<i>Oryza</i>
37.	Pestology
38.	Phal – Phool
39.	Plant disease research
40.	Planter’s chronicle
41.	Research journal of agricultural sciences
42.	Research on crops
43.	Agricultural research journal PAU
44.	Himachal journal of agricultural research
45.	Journal of research ANGRAU
46.	Journal of research PJTSAU
47.	Japan agricultural research quarterly
48.	Journal of soils and crops
49.	IASSI quarterly
50.	Parvatiya khetibari
Veterinary Journal	
1.	Indian journal of animal health
2.	Indian journal of animal research
3.	Indian journal of animal sciences
4.	Indian journal of fisheries
5.	Indian journal of veterinary anatomy
6.	Indian journal of veterinary sciences & biotechnology
7.	Indian journal of veterinary surgery
8.	Indian veterinary journal
9.	Journal of the remount veterinary corps
10.	Journal of veterinary parasitology

• **Basic Science Journals**

Sr. No.	Title
1.	Current Science
2.	Indian journal of environmental protection
3.	Indian journal of ecology
4.	Resonance – Journal of science education
5.	Science and culture

• **Community Science**

Sr. No.	Title
1.	Indian Food Industry

2.	Indian Journal of Nutrition & dietetics
----	---

d) Magazines and Newspapers

Magazines	10
Newspapers	14

Magazines

Sr. No.	Title
1.	Civil Services Chronicle
2.	COLLNET Journal of scientometrics & information
3.	Economic and political weekly
4.	India today
5.	Kurukshetra (English)
6.	Kurukshetra (Hindi)
7.	Prabudha Bharata
8.	University news
9.	Reader's Digest
10.	Yojana

University Library has purchased total 10 magazines such as Civil Services, Chronicle COLLNET, Journal of Scientometrics & Information, Economic and Political Weekly, India Today, Kurukshetra (English), Kurukshetra (Hindi), Prabudha Bharata, University News, Reader's Digest, And Yojana.