

KURIAKOSE ELIAS COLLEGE LIBRARY

Established in 1964, Kuriakose Elias College Mannanam aims at higher education and all round development of students. Kuriakose Elias College Library started functioning since the inception of the college in 1964.

LIBRARY-KEY STATISTICS

Library Software	: KOHA
Classification system	: Dewey Decimal Classification
Total Collection of Books	: 54,343
Total number of periodicals	: 68
Borrowers eligibility	: Students - Degree: 2 Books - PG 4 Books Faculty - 10 Books
Duration	: 2 Weeks

AIMS AND OBJECTIVES

The aim of our Library is to satisfy the Five Laws of Library Science :-

- Books are for use
- Every reader his/her book
- Every book its reader
- Save the time of the reader
- Library is a growing organism

POLICY/ MISSION

- To provide every individual an opportunity to make the best use of reading material available in the form of books, periodicals, newspapers and other non-book materials.
- To assist the parent body to carry out its programme.
- To assist the teachers, students and other users in their information search and to Keep them abreast of current developments in different subject areas.
- Acquisition, processing, storage and retrieval of publications to suit the academic requirements of the college.
- To provide timely and accurate information to its users.

LIBRARY ADVISORY COMMITTEE

The library advisory committee plays an active role for the smooth and efficient functioning of the Library.

Responsibilities

- To advice and recommend the organization and services of the Library.
- To formulate strategies for planning and implementation of library activities.
- To start new Library services and extension activities.
- To analyze the effectiveness of library services and the extent of its use by the students and staff of the institution.

RESOURCES

- Books

Total collection :54,343

The book collection consists of general section and reference section

- a. General section consists of books which can be issued out to students.
- b. Reference section consists of books which are not issued out and are available only for reference. These are issued out to teaching staff for overnight use.

- Periodicals

The Library subscribes to about 68 periodicals. These are available for reference during working hours. Back volumes are also available for use.

- News papers

Library receives 8 Dailies - Malayalam (5) and English (3) Total 14

- ❖ Deepika (2)
- ❖ Malayala Manorama (2)
- ❖ Mathrubhumi (2)
- ❖ Kerala Koumudi (2)
- ❖ Mangalam (1)
- ❖ The Hindu (2)
- ❖ The New Indian Express (2)
- ❖ Businessline(1)

The News papers are preserved for one year.

- e-Resources

The electronic resources available in our Library are;

- ❖ e-Books
- ❖ e-Journals
- ❖ e-Thesis
- ❖ e-Newspapers
- ❖ INFLIBNET N-LIST
- ❖ Other useful links
- ❖ Dictionaries
- ❖ NET previous Question papers
- ❖ Wiki books
- ❖ Project guttenberg
- ❖ Planet books
- ❖ Google books
- ❖ DOAB
- ❖ DOAJ
- ❖ e-resource of Mahatma Gandhi University

- Other Resources

The Library contains the following other resources

1. Question papers

Question papers of all subjects are collected during examination time and are kept bound for the benefit of students.

2. Career guidance

Career books are maintained inside the library

3. Notice board

Important notifications and notices received in the library are displayed on the notice board.

4. CD's

5. Other books

Add-on course books

SSP

WWS

UGC project books

Ready reference books

- e-Journals

Some of the free online journals are listed below:

- ❖ Indian Academy of Sciences
- ❖ Indian Journals
- ❖ Journal of Digital Information
- ❖ Indian National Science Academy
- ❖ DOAJ
- ❖ Unesco Ope Access
- ❖ World Bank Publications
- ❖ OECD

- e-thesis

- ❖ Australasian Digital Theses Programme
- ❖ DART
- ❖ CUSAT
- ❖ University of Exeter Theses
- ❖ Indcat
- ❖ Mahatma Gandhi University
- ❖ Open Theses
- ❖ Electronic Theses and Dissertation of Indian Institute of Science
- ❖ Open access Thesis and Dissertations

- e-Newspapers

- ❖ Malayala Manorama
- ❖ Mathrubhumi
- ❖ The Hindu
- ❖ Mangalam
- ❖ Deccan chronicle
- ❖ Economic times
- ❖ Deepika
- ❖ Indian Express
- ❖ Tmes of India
- ❖ Kerala kourmudi

- Services

1. Access

The open access system is followed in the library, from the very beginning of the

college. The users have free access to the shelves and can browse, which helps to a great extent to come across related books useful for them.

2. Circulation services

Lending of books: Two books for UG students and Four books are issued to PG students for 14 days period and there is a provision of renewal for 14 days. A maximum of 10 books are issued to teachers and should be returned within 14 days.

Overnight Issue services. Reference books are issued to PG students for overnight use and on demand for the needy.

Information display and notification services

New books and journals are displayed to attract the users.

3. Reference and referral services

Reference service is provided to the users by answering their reference queries and helping them in searching out their reading materials.

4. Photocopy services

Photocopying facility of library materials is available on demand.

5. User Orientation

User Education is conducted to students of the 1st DC and 1st PG classes Students are made aware of the general arrangement and rules of the library, different sections, classification system, library services, important reference books, journals and question papers. Instruction is also given about the care and concern for library materials, importance of reading, development of reading habit.etc.