



Shobhit University

EDUCATION EMPOWERS

Babu Vijendra Marg, Adarsh Institutional
Area Gangoh, Distt. Saharanpur (U.P.)
247341, India
Tel: +91 7830810052
E-mail: registrargangoh@shobhituniversity.ac.in
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Library Audit Report 2023 - 2024 Central Library

Library Audit Report 2023 - 2024

The Internal Quality Audit (IQA) assessed the library's resources, services, and infrastructure to ensure alignment with institutional goals. This report consolidates key findings from a comprehensive audit of the university library system, conducted by the Library Verification Committee in the April 2024.

The audit focused on journals, magazines, newspapers, circulation services, IT infrastructure, and compliance with prior recommendations.

The Executive summary of the verification:

No Items Figures

1. Total Number of Book - 38966
2. Total No. of Titles - 6182
3. Reference Books: 578
4. Estimated value of Books - 16459856.07
5. Addition during 2023-2024 - 405
6. Titles Added During 2023-24 - 335
7. Total Value Added during 2023-24 - 205376
8. Amount Spend - 168208
9. Number of Journals - 73
10. Number of Electronic Databases (Approx. Relevant e-Journals & eBooks are subscribed through DELNET, Shodhsindhu J-Gate and National Digital Library Consortium)
11. Average Number Student Visitors - 500
12. Average Faculty Users - 100
13. Classification Scheme Followed DDC
14. Automation Software Used - Koha
15. Total Number of Computer - 60
16. Number of Computer in Working Condition - (30+20+10)
17. Library Working Time 8.00 am - 8.00 pm
18. Number of Qualified Staff in Library - 5
19. Number of supporting staff in library - 2
20. Whether Library working during vacations other than public holidays - Yes



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Journals List

S.N.	Name of the Journal	Frequency
1	International Journal of Applied Artificial Intelligence in Engineering System	2 Issue
2	International Journal of Information Technology & Knowledge Management	2 Issue
3	International Journal of Advances in Software Engineering	2 Issue
4	International Journal of Multimedia, Computer Vision and Machine Learning	2 Issue
5	International Journal of Artificial Intelligence and Computational Research (IJAICR)	2 Issue
6	International Journal of Computing and Applications (IJCA)	2 Issue
7	Journal of Advanced Research in Computer Engineering	2 Issues
8	International Journal of Computing & Information Technology (IJCIT)	2 Issues
9	International Journal of Information Technology and Engineering	2 Issues
10	International Journal of Computer Science and Management System (IJCSMS)	2 Issues
11	International Journal of Power System & Power Electronics	2 Issue
12	International Journal of VLSI Design	2 Issue
13	International Journal of Electronics and Computers	2 Issues
14	International Journal of Information Technology and Database Systems (IJTDAS)	2 Issues
15	Indian Journal of Mathematics and Mathematical Sciences	2 Issues

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Management Journals List:

S.N.	Name of the Journal	Frequency
1	International Journal of Economics and Business Review	2 Issue
2	International Journal of Entrepreneurship and Management Research	2 Issue
3	Asian Journal of Management	2 Issue
4	Indian Journal of Business Management and Leadership	2 Issue
5	Indian Journal of Management and Technology	2 Issue
6	Indian Journal of International Business and Finance	2 Issues
7	Indian Journal Business, Economics and Accounting	2 Issues
8	International Journal of Marketing Management	2 Issues
9	International Journal of Operations Research & Management Science	2 Issues
10	International Journal of Human Resource Development and Management Review	2 Issues

Biological Science Journals List:

1	Journal of Biochemistry and Biotechnology	2 Issue
2	International Journal of Advances in Pharmacological Sciences	2 Issue
3	International Journal of Bioinformatics	2 Issue
4	International Journal of Biomedical Engineering and Consumer Health Informatics	2 Issue
5	International Journal of Pharmaceutical Formulation and Analysis	2 Issue
6	International Journal of Biotechnology Research	2 Issue

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S. No.	Name of the Journal	Frequency
1.	Journal of Teacher Education and Research	1
2.	Journal of Indian Education	1
3.	Journal-Edu World	1
4.	Journal:Education Today	1
5.	Journal:Edu Care	1
6.	Journal:Education Times	1
7.	Journal:Education Plus	1
8.	Journal:Education for All	1
9.	Journal of Education in 21st Century	1

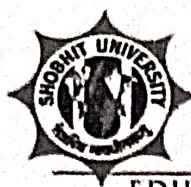
EDUCATION NCERT JOURNALS

S. No.	Name of the Journal	Frequency
1.	JOURNAL OF INDIAN EDUCATION	1
2.	BHARTIYA ADHUNIK SHIKSHA	1
3.	SCHOOL SCIENCE	1
4.	THE PRIMARY TEACHER	1
5.	INDIAN EDUCATION REVIEW	1
6.	PRATHMIK SHIKSHA	1

AGRICULTURE SCIENCE

S. No.	Name of the Journal	Frequency
1.	The Indian Journal of Agricultral Sciences	English Monthly
2.	The Indian Journal of Animal Sciences	English Monthly
3.	Indian Farming	English Monthly
4.	Indian Horticulture	English Bi-Monthly
5.	Kheti	Hindi Monthly
6.	Phal Phool	Hindi Bi-Monthly

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LAW AND CONSTITUTIONAL STUDIES

S. No.	Name of the Journal	Frequency
1.	All India Reporter	Monthly

PHARMACY JOURNALS

S. No.	Name of the Journal	Frequency
1.	Pharma Times	Monthly
2.	International journal of pharmacology & Biological sciences	Half Yearly
3.	Advances in pharmacology & toxicology	Half Yearly
4.	Indian Journal of Pharmacy Practice	Bimonthly
5.	Indian Journal of Experimental Biology	Monthly
6.	Indian Journal of Chemistry	Monthly
7.	Indian Journal of Traditional Knowledge	Quarterly
8.	Indian Journal of Natural Products & Resources	Quarterly
9.	Indian Drugs	Monthly
10.	Journal of Hospital Pharmacy	Monthly

AYURVED & MEDICAL SCIENCE JOURNALS

S. No.	Name of the Journal	Frequency
1	Journal of AYUSH: Ayurveda, Yoga, Unani, Siddha and Homeopathy	3 Issues
2	Research & Reviews: A Journal of Ayurvedic Science, Yoga & Naturopathy	4 Issues
3	Research & Reviews : Journal of Herbal Science	3 Issues
4	Research & Reviews: A Journal of Unani, Siddha and Homeopathy	3 Issues
5	Research & Reviews: A Journal of Medicine	3 Issues
6	Research & Reviews : A Journal of Immunology	3 Issues
7	Research & Reviews: A Journal of Neuroscience	3 Issues
8	Research & Reviews : Journal of Surgery	3 Issues
9	Research & Reviews : Journal of Medical Science and Technology	3 Issues
10	Research & Reviews: Journal of Oncology and Hematology	3 Issues

Total No. of Journals: 73

National: 42

International: 31

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S.No.	Name of the Magazine
1	Outlook
2	P C Quest
3	आरोग्यधाम
4	The Week
5	Sport Star
6	Readers Digest
7	Data Quest
8	निरोगधाम
9	Digit
10	Pratiyogita Darpan (Hindi)
11	Open Source for You
12	India Today (English)
13	Business Today
14	Compet. Succ. Review
15	Electronics for You
S.No	News Papers
1	The Times of India
2	Hindustan Times
3	अमर उजाला
4	दैनिक जागरण
5	हिन्दुस्तान (हिन्दी)
6	पंजाब केसरी
7	दैनिक जनवाणी
8	राष्ट्रीय सहारा (हिन्दी)
9	इन्कलाब (उर्दू)
10	राष्ट्रीय सहारा (उर्दू)
11	शाह टाइम्स

Circulation Section

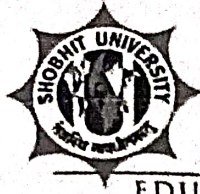
The activities of this section includes issuing book, return and renewal of books. The counter is at the entrance of library. Two staff is deployed in this activity. This section is working from 8 am to 8 pm.

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J. Kumar

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Recommendations of Committee

The lighting facility in the library to be enhanced. The numbers of tube lights in the library to be increased in this regard.

The regular shelf rectification especially in Sanskrit and English Literatures collection to be done.

Preventive mechanism against dust from Veranda's to be done.

Provisions of Open Source Software software may be used for modernizations of Library with provisions of Web OPAC.

Measures to be taken for the more utilization of library

Electronic waste kept in the library should be moved to the central store of the college,

Purchase KOHA software license

The following Library Audit committee is being constituted for the academic year 2023-2024 for the smooth functioning of the library.

S. No.	Name	Designation
1	Prof. (Dr.) Madan Kaushik	Chairman
2	Dr. Madan Mohan Sharma	Convener
3	Mr. Sunoj Kumar	Co-Convener, Library
4	Mr. Ankur Kumar	Member

This issues with the approval of competent authority.

Mr. Ankur Kumar ...



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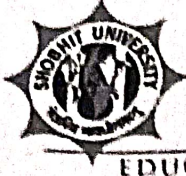
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S. No.	Name	Designation	Signature
1	Prof. (Dr.) Madan Kaushik	Chairman	
2	Dr. Madan Mohan Sharma	Convener	
3	Mr. Sunoj Kumar	Co-Convener, Library	
4	Mr. Ankur Kumar	Member	



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Action Taken Report- 2023 - 2024

Lighting Facility Enhancement

Action Taken:

- Conducted a lighting audit and identified areas with insufficient illumination.
- 16 additional tube lights installed in dimly lit sections.
- Switched to LED lights for better energy efficiency.

Pending:

- Final inspection by the electrical team scheduled for next week.

Shelf Rectification (Sanskrit & English Literature Sections)

Action Taken:

- Reorganized and labelled shelves in the Sanskrit and English Literature sections.
- Removed outdated/damaged books for review.

Pending:

- Disposal/replacement process for damaged books underway.

Dust Prevention from Verandah

- Installed dust-proof mesh screens on verandah-facing windows.
- Assigned daily verandah cleaning as part of staff duties.

Pending:

- Monitoring effectiveness over the next month.

Modernization with Open-Source Software & Web OPAC

Action Taken:

- KOHA software (open-source ILS) selected for library automation.
- Budget approved: ₹94,000 (includes 1-year warranty).
- Purchase order for KOHA license processed.
- Measures to Increase Library Utilization

Measure to be taken for more utilization of library

Action Taken:

- Launched "Library Awareness Week" with faculty collaboration.
- Introduced weekly book displays on trending academic topics.

E-Waste Management

Action Taken:

- Relocated all e-waste (printers, old CPUs) to the central college store.
- Submitted request for certified e-waste disposal.

Pending:

- Confirmation of disposal from store in-charge.

Challenges

- KOHA Implementation Delay: Vendor onboarding took longer than expected.
- Dust Control: Mesh screens require frequent maintenance.

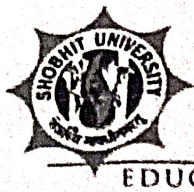
Conclusion:

All approved recommendations are 90% implemented, with remaining actions on track for completion by next month. The library's infrastructure and services are now significantly upgraded.

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Library Audit Report 2022 - 2023

Central Library

Library Audit Report 2022 - 2023

Libraries remain a vital resource and a cornerstone of academic ecosystems, supporting the scholarly and research needs of students and faculty. Given their significance, the Internal Quality Audit (IQA) has prioritized the evaluation of library services and infrastructure. This report consolidates key findings from a comprehensive audit of the university library system, conducted by the Library Verification Committee in April 2023.

Executive Summary

The audit assessed the library's facilities, resources, and service quality to ensure alignment with institutional objectives and user expectations. Key observations and recommendations are summarized below:

No Items Figures

1. Total Number of Book - 36631
2. Total No. Books - 5593
3. Reference Books: 571
4. Addition during 2022-2023 - 1057
5. Titles Added During 2022-23 - 137.
6. Total Value Added during 2023-24 - 720192.00
7. Amount Spend - 51070.00
8. Number of Journals - 26
9. Number of Electronic Databases: 01 (DELNET)
10. Average Number Student Visitors - 498
11. Average Faculty Users - 101
12. Classification Scheme Followed DDC
13. Total Number of Computer: $22 + 15 + 10 = 47$
14. Number of Computer in Working Condition - 45
15. Library Working Time 8.00 am - 8.00 pm
16. Number of Qualified Staff in Library - 4
17. Number of supporting staff in library - 2
18. Whether Library working during vacations other than public holidays - Yes

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Journals List:

S.No.	Name of the Journal	Frequency
1	International Journal of Data Analysis and Information Systems	2
2	International Journal of Information Technology & Knowledge Management	2
3	International Journal of Advances in Software Engineering	2
4	International Journal of Multimedia, Computer Vision and Machine Learning	2
5	International Journal of Power System & Power Electronics	2
6	International Journal of VLSI Design	2
7	International Journal of Economics and Business Review	2
8	International Journal of Entrepreneurship and Management Research	2
9	Journal of Biochemistry and Biotechnology	2

Agriculture Journals:

S. No.	Name of the Journal	Frequency
1.	The Indian Journal of Agricultural Sciences	English Monthly
2.	The Indian Journal of Animal Sciences	English Monthly
3.	Indian Farming	English Monthly
4.	Indian Horticulture	English Bi-Monthly
5.	Kheti	Hindi Monthly
6.	Phal Phool	Hindi Bi-Monthly



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PHARMACY JOURNALS

S. No.	Name of the Journal	Frequency
1.	Pharma Times	Monthly
2.	The Pharma Review	Monthly
3.	Indian Journal of Pharmacology	Monthly
4.	Indian Journal of Pharmacy Practice	Monthly
5.	Indian Journal of Experimental Biology	Monthly
6.	Indian Journal of Hospital Pharmacy	Bimonthly
7.	Indian Journal of Pharmaceutical Science	Bimonthly
8.	Indian Drugs	Monthly
9.	Journal of Hospital Pharmacy	Monthly

AYURVEDA JOURNALS:

S. No.	Name of the Journal	Frequency
1	Journal of AYUSH: Ayurveda, Yoga, Unani ,Siddha and Homeopathy	3 Issues
2	Research & Reviews: A Journal of Ayurvedic Science, Yoga & Naturopathy	3 Issues

Total No. of Journals: 26

National: 18

International: 8

Dr. Kumar ...

Prof. Dr. Kumar



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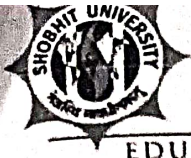
S.No.	Name of the Magazine
1	Outlook
2	आरोग्यधाम
3	The Week
4	Sport Star
5	Readers Digest
6	Data Quest
7	निरोगधाम
8	Pratiyogita Darpan (Hindi)
9	Open Source for You
10	India Today (English)
11	Business Today
12	Compet. Succ. Review
13	Electronics for You
S.No	Newspapers
1	The Times of India
2	Hindustan Times
3	अमर उजाला
4	दैनिक जागरण
5	हिन्दुस्तान (हिन्दी)
6	पंजाब केसरी
7	दैनिक जनवाणी
8	राष्ट्रीय सहारा (हिन्दी)
9	इन्कलाब (उर्दू)
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Circulation Section: The activities of this section includes issuing book, return and renewal of books. The counter is at the entrance of library. Two staff is deployed in this activity. This section is working from 8 am to 8 pm.

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Recommendations of Committee

- The Committee reviewed faculty recommendations and approved the procurement of essential books and journals for the upcoming academic year.
- The Librarian was authorized to place purchase orders based on the finalized list.
- A list of journals due for renewal was presented, and the Committee approved the continuation of high-priority subscriptions.
- Underutilized journals were flagged for potential discontinuation in the next cycle.
- A manual/digital register will be introduced to log journal checkouts and returns.
- Expected to reduce losses and improve accountability.
- The Committee recognized the necessity of a barcode/RFID-based system for efficient tracking.
- Librarian to ensure all purchase orders are processed within [4 weeks].
- New books/journals to be cataloged and available before new session.
- Training for library staff on maintaining the new register.

The following Library Audit committee is being constituted for the academic year 2022-2023 for the smooth functioning of the library.

S.No.	Name	Designation
1	Prof. (Dr.) Krishnanand C.	Chairman
2	Dr. Madan Mohan Sharma	Convener
3	Mr. Sunoj Kumar	Co-Convener, Library
4	Mohd. Tayyab	Member

This issues with the approval of competent authority.



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Action Taken Report: 2022 - 2023

Procurement of Books & Journals

Approval of Faculty-Recommended Resources

- The committee reviewed and finalized the list of essential books/journals for AY [2024-25].
- Librarian authorized to place purchase orders for approved titles.
- Journal Subscription Renewals
- High-priority journals approved for continuation.
- Underutilized journals flagged for discontinuation in the next cycle (to be reviewed within 30 days).

Operational Improvements

Journal Tracking System

Manual/Digital Register-introduced to log checkouts/returns (effective from

Expected outcomes:

- Reduce losses/misplacements.
- Improve accountability in journal usage.

Future Automation Plan

- The committee acknowledged the need for barcode/RFID tracking.
- Feasibility study to be conducted within the next 15 days.

Timelines & Staff Training

Procurement Deadlines

- Librarian to ensure all POs are processed within 4 weeks.
- New resources to be cataloged and shelf-ready before beginning a new session.
- Staff Capacity Building

Training scheduled for library staff on:

- Maintaining the new checkout register.
- Handling renewal/discontinuation workflows.

Pending Actions

- RFID/Barcode System Proposal: Cost analysis and vendor quotes awaited.
- Discontinuation Review: Underutilized journals to be reassessed within this month.

Challenges

- Vendor Delays: Risk of delays in international journal procurement (mitigation: prioritized local vendors).
- Staff Adaptation: Concerns about manual register compliance (mitigation: surprise audits).

Conclusion

The Committee's decisions have streamlined procurement, improved tracking, and set the stage for future automation.

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Library Audit Report 2021 - 2022

Central Library

Library Audit Report 2021 - 2022

Libraries continue to be critical re-source and eco-system of academic activities for scholars and students. This is the reason internal quality audit has focused on libraries. This report collects and presents a summary of basic data of our library system. The library audit of the service and facilities of the University library was conducted by the library verification committee during April 2022.

The Executive summary of the verification is given below:

No Items Figures

1. Total Number of Book - 35486
2. Total No. of Titles - 5026
3. Reference Books: 560
4. Addition during 2021-2022: 1397
5. Titles Added During 2021-22: 165
6. Total Value Added during 2021-22: 655877.00
7. Amount Spend: 91470.00
8. Number of Journals - 20
9. Number of Electronic Databases: 01 (DELNET)
10. Average Number Student Visitors - 502
11. Average Faculty Users - 104
12. Classification Scheme Followed DDC
13. Total Number of Computer: $20 + 12 + 10 = 42$
14. Number of Computer in Working Condition - 42
15. Library Working Time 8.00 am - 8.00 pm
16. Number of Qualified Staff in Library - 4
17. Number of supporting staff in library - 2
18. Whether Library working during vacations other than public holidays - Yes

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Journals List:

S.N.	Name of the Journal	Frequency
1	Indian Journal of Data Analysis and Information Systems	2
2	Indian Journal of Information Technology & Knowledge Management	2
3	Indian Journal of Advance Software Engineering and Technology	2
4	Indian Journal of Multimedia, Computer Vision and Machine Learning	2
5	Indian Journal of Power System & Power Electronics	2
6	Indian Journal of VLSI Design	2
7	Indian Journal of Business, Economics and Accounting	2
8	Indian Journal of International Business and Entrepreneurship Development	2
9	Journal of Biochemistry and Biotechnology	2
10	Indian Journal of Advances in Mechanical Engineering	2

Pharmacy Journals List:

S. No.	Name of the Journal	Frequency
1.	Indian Journal of Chemistry	Monthly
2.	Indian Journal of Scientific and Industrial Research	Monthly
3.	Indian Journal of Experimental Biology	Monthly
4.	Indian Journal of Chemical Technology	Bi-Monthly
5.	Indian Journal of Engineering & Materials Sciences	Bi-monthly
6.	Indian Journal of Biochemistry & Biophysics	Monthly
7.	Journal of Intellectual Property Rights	Bi-monthly
8.	Indian Journal of Traditional Knowledge	Quarterly
9.	Indian Journal of Natural Products and Resources	Quarterly

Law Journal: Indian Bar Review (Volume 1/ 2022)

S. No.	Name of the Journal	Frequency
1.	Indian Bar Review	Quarterly

Prof. Dr. ... Kumar ...
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Total No. of Journals: 20 (National)

S.N.	Name of the Magazine
1	Outlook
2	आरोग्यधाम
3	The Week
4	Sport Star
5	Readers Digest
6	निरोगधाम
7	Pratiyogita Darpan (Hindi)
8	Open Source for You
9	India Today (English)
10	Business Today
11	Compet. Succ. Review
12	Electronics for You
S.No	Newspapers
1	The Times of India
2	Hindustan Times
3	अमर उजाला
4	दैनिक जागरण
5	हिन्दुस्तान (हिन्दी)
6	पंजाब केसरी
7	दैनिक जनवाणी
8	राष्ट्रीय सहारा (हिन्दी)
9	इन्कलाब (उर्दू)
10	राष्ट्रीय सहारा (उर्दू)
11	शाह टाइम्स

Circulation Section: The activities of this section includes issuing book, return and renewal of books. The counter is at the entrance of library. Two staff is deployed in this activity. This section is working from 8 am to 8 pm.

[Signature]

[Signature]

Niladri

J. Kumar ...



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Recommendations of Committee

Allocate dedicated funds for high-impact journals, essential book acquisitions, and e-resources based on faculty/student needs.

Conduct a cost-benefit analysis before renewing subscriptions to optimize budget utilization.

Formalize a process for faculty to submit book/journal recommendations each semester via a structured Google Form or departmental meetings.

The Librarian should publish a procurement timeline to keep stakeholders informed.

Offer short-term "reading room" access for high-demand journals to ensure equitable use.

Require the Librarian to submit updates on procurement status, pending actions, and fund utilization to the Committee.

The following Library Audit committee is being constituted for the academic year 2021-2022 for the smooth functioning of the library.

S.No.	Name	Designation
1	Prof. (Dr.) Krishnanand C.	Chairman
2	Dr. Niladry S. Ghosh	Convener
3	Mr. Sunoj Kumar	Co-Convener, Library
4	Mohd. Tayyab	Member

This issues with the approval of competent authority.

The Committee on Library Resources submitted recommendations to optimize budget allocation, improve procurement processes, and enhance access to journals and books. This report summarizes the actions taken in response to those recommendations.

[Signature]

Niladry

S. Kumar

[Signature]



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Actions Taken Report 2021 - 2022

A. Budget Allocation & Cost-Benefit Analysis

Funds Allocated for High-Impact Resources

- Dedicated ₹ 12 lakhs for journal subscriptions, focusing on Scopus/WoS-indexed journals & for new book acquisitions (prioritizing faculty-recommended titles).
- Cost-Benefit Analysis Implemented
- Negotiated 10% discounts with publishers through consortium agreements (e.g., DELNET).

B. Faculty & Student Involvement

Structured Recommendation System

- Launched a Google Form for resource requests (received 50+ submissions in Semester 1).
- Held departmental meetings (Engineering, Pharmacy, Law) to align requests with academic needs.
- Procurement Timeline Published
- Within next 1 month

C. Transparency & Reporting

- Report submitted (highlighting 95 % fund utilization, pending orders, and usage stats).

Pending Actions

- Open Access Partnerships: Discussions ongoing with arXiv and DOAJ for institutional membership.
- Student Feedback Mechanism: Pilot with PhD scholars to be launched next quarter.

Challenges

- Delays in Procurement: Some international journal orders delayed due to vendor issues (expected resolution: within next 15 days).

Conclusion

The majority of recommendations have been implemented, leading to better budget utilization, increased faculty engagement, and improved resource access. Continuous monitoring will ensure sustained progress.

J. Kumar ...

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Nitish

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