



CENTRAL SANSKRIT UNIVERSITY
SHRI RANBIR CAMPUS
KOT-BHALWAL, JAMMU (J&K)-181122

LIBRARY PROFILE

ACHARYA RAMANUJA DEVANATHAN GRANTHALAYA



Email Id:- libraryjmu@csu.co.in

Foreword for Library

Library is storehouse of information and learning centre and its heart of any Institutions and Universities. Without library is there no existence of any learning and education institutions. In India Library Science was first introduced and developed by Dr. S.R Ranganathan which he known as “The Father of Library Science in India”. Dr. S. R Ranganathan proposed Five Law of Library Science in 1930 and accepted worldwide which are as follows:

1. Books are for use.
2. Every user his/her book.
3. Every reader his/her book.
4. Safe the time of user.
5. Library is growing organism.

The library works on these five laws which help the library to achieve the system which collecting, organizing and dissemination of information among information society.

About Library

Library is the heart of any educational institutions or universities, it has basic functions of collects, storage, organize and dissemination of information in readily available to library users. Central Sanskrit University, Shri Ranbir Campus has a separate library building is situated besides the main building of the campus. Shri Ranbir Campus Library is the main unit of the campus and plays an important role by providing a platform for readers to interact with books. The library was established with Shri Raghunath Sanskrit Mahavidyalaya established by the former Ruler of the Jammu & Kashmir was taken over as one of the constituent Vidyapeetha by the Sansthan on 1st April, 1971 and was named as Shri Ranbir Kendriya Sanskrit Vidyapeetha. On declaration of the Sansthan as Deemed to be University, the Vidyapeetha was renamed as Shri Ranbir Campus. Later on the campus was relocated to new place in 2007. The library is surrounded within 8472 sq. ft with main duplex entrance which consists of main office at ground floor. The ground floor consists of toilets, one publication room, store room and two hall rooms out which one is research scholar room and another room is under administration. At the first floor two main hall room of library collections, toilets, one book bank room, store room and one staff room The library has rich collections nearly 44,058 of different subjects which includes Philosophy, Sanskrit Sahitya, Veda, Jyotish, Education, Political Science, Hindi, History Vyakaran, Dharamshatra, Manuscript and etc. apart from Journals, Periodicals, Magazines. We also have manuscript collection in digitized form and all books are arranged by subject wise in library. On date

13.12.2022 vide letter no.8-4/के.सं.वि./पैक्ष./BoD/2022/758 date 12.12.2022 the ranbir library has renamed to आचार्य रामानुज देवनाथन् ग्रन्थालय.

Vision and Mission of Library

Every educational institutions aims to meet the educational, social, cultural and economical need of the region and to create information explosion near surroundings with the help of library. The library vision is to provide welcoming and supportive environment in library. Whereas each and every users ensure that they are in vast of collection of library near his/her surrounding and will be able to meets the desired reading materials. To gather around at one place and explores information through collaboration, research and thinking critically. The primary mission of the library is to actively support, the teaching and learning and also Research and Development activities in campus.

Aim of Library

- To develop the collection development of reading materials and make it available to users.
- To develop information society.
- To provide reference assistance to users for reaching their desired books for fulfilling his/her information needs.
- To support in Research and Development activities which include scholarly communications, teachers learning.
- To support in functional growth of parent organization and helps in developing the quality resources of learning

Library House Keeping Activities

1. Acquisition- Acquisition of documents is a basic function of libraries. The procedure is explained below:-

1. Circular for invited list of books from different departments for purchase
2. Finalized by library committee
3. Checking the duplication of books
4. Purchase Order letter
5. Book received and checking
6. Bill checking

7. Bill forwarded for final payment
8. Acquisition of books in library

2. Processing -The processing procedure is the pivot around which all the housekeeping operations revolve in a library. It helps in the transformation of a library collection into serviceable resources. The procedures under this subdivision are classification, cataloguing, labelling and shelving. Classification of documents involves analysis of the subject content and representation of the content by class numbers. Books are arranged in subject wise in library.

3. Circulation- Most libraries lend books and other library materials to be read elsewhere by users. This function requires some sort of records keeping arrangement of what has been lent and to whom. Following are:-

1. Books are issued to all library users from 10:00 am to 6:00 pm on all working days.
2. Journals, reference books and rare books are not permitted to lend out except special permission from director or Asst. librarian. Users can read all materials within the library premises.
3. Damaged or tear books will be not returned back to library. In this case the users have to pay the cost of books according to rules.

4. Maintenance- If we don't take proper care of library collections then it would be unserviceable resources soon. The following tasks are being performed:-

1. Dusting and Cleaning of shelves
2. Beautification of books
3. Shelf rectification
4. Shelving the returned books received back
5. Restoring the books in order

About Library Timing

Working Hours: 08:00 am to 08:00 pm (Monday to Saturday)

Circulation Timing : 10:00 am to 05:30 pm (Monday to Friday)

(The Library remains closed on Sunday and Central Gazetted Holiday)

Library services

1. Issue and Return
2. Book Searching Assistance
3. Wi-Fi Facility
4. Reading Rooms for Girls and Boys
5. Reading Room for Male and Female Teaching Staff

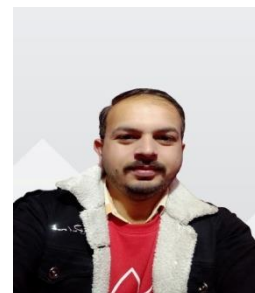
Library Staff Details

Previously Smt. Shrestra Jammwal was the librarian and continues her service till August 2018

Name	:- Mr. Kumar Rohit
Designation	:- Assistant Librarian
Qualification	:- MLISc
Name of Board/Uni	:- Cental Sanskrit University
Date of Joining	:- 13.11.2019



Name	:- Mr. Ravi Kumar
Designation	:- Data Entry Operator (Outsourcing)
Qualification	:- M.A
Name of Board/Uni	:- Cental Sanskrit University
Date of Joining	:- 17.09.2020



Name	:- Mrs. Anjali Sharma
Designation	:- Library Attendent (Outsourcing)
Qualification	:- Post- Graduation
Name of Board/Uni	:- Cental Sanskrit University
Date of Joining	:- 19.12.2022



Name	:- Mr. Balvinder Kumar
Designation	:- MTS (Outsourcing)
Qualification	:- 12 th
Name of Board/Uni :-	Cental Sanskrit University
Date of Joining	:- 08.08.2017



Name	:- Mr. Ashish Sharma
Designation	:- MTS (Outsourcing)
Qualification	:- 10 th
Name of Board/Uni :-	Cental Sanskrit University
Date of Joining	:- 15.12.2022



About Library Committee

The Director have constituted the Library Advisory Committee and issued a notification on 2022-2023 about the constitution of Library Advisory Committee.

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|------------------------------|-----------------|
| 1. Dr. Rishi Raj | Coordinator |
| 2. Dr. Ratan Kumar Pandey | Member |
| 3. Dr. Sarvesh Tripathi | Member |
| 4. Dr. Hari Shankar Pandey | Member |
| 5. Dr. Madan Singh | Member |
| 6. Dr. Suman Chandra Pant | Member |
| 7. Dr. Praveen Mani Tripathi | Member |
| 8. Shri Kumar Rohit | Member |
| 9. Shri Bishan Dass | Section Officer |

Library Rules and Regulations

1. Students will be allowed to get only for 15 days. Only 4 books will be issued to each student.
2. After a due date Rs. 1 per day per book will be charged against users for not returning of books.
3. Manuscripts, Encyclopaedia, Dictionary, Thesis, Dissertation, Journals, Magazines

- etc. and other reference materials are not allowed to be issued.
4. Kashmir Saiv Darshan Book project are not allowed to be issued.
 5. To get admitted in library, every students/ faculty must have to fill the library admission form.
 6. To get book from library, Library card or borrower's card is must required.
 7. Borrower card or library is must required to all users of the library. Without library card no books will be issued.
 8. Library card is not transferable and books are not be transferrable to anyone's library card/account.
 9. Books marked with pen will be not be returned. Hence, this case will be put in front of library committee.
 10. No. Of books to be issued to Professor-20, Associate Professor-15, Assistant Professor-10, Guest Teachers-10, Contract Teachers-10, Research Scholar-6 and permanent non-teaching staff -02.
 11. For teaching staffs and research scholars books will be issued for only one month and non-teaching staff for 15 days.
 12. Prak-Shastri, Shastri, Acharya and B.ed Students can issue only 4 books per student.
 13. The borrower card should be surrendered on completion of the course or termination of the membership or on notice.
 14. A non- member or outside the campus user will be only permitted to access the library after the approval of the Director and Librarian.
 15. Members of the library must sign in visitor register before entering in library
 16. NOC must be taken from library users.
 17. Each and every student has to return the books before the examination.
 18. The librarian will be empowered to call any books at any time if necessary.
 19. In case of lost of books two times of cost of books will be recovered from the users or users will have to return the same books with the same author, publishers.
 20. In case of rare books lost it will be decided by the library committee.
 21. Silence should be strictly maintained in the library.
 22. Those who violate the rules and regulations of the library will be not allowed to use the library and disciplinary action may be taken.

Year-library expenditure (amount)

Year	Amount in Rs.
2016-2017	105434
2017-2018	400
2018-2019	Nil
2019-2020	Nil
2020-2021	91763
2021-2022	6400

Year-wise figures of register users

Year	Teaching staff	Non-teaching	Students	Research Students
2016-2017	31	6	230	5
2017-2018	34	4	186	5
2018-2019	29	5	252	5
2019-2020	42	3	350	5
2020-2021	31	5	128	5
2021-2022	32	5	398	5

Year-wise library visitors

Year	Visitors
2016-2017	2702
2017-2018	2703
2018-2019	1544
2019-2020	1462
2020-2021	150
2021-2022	4300

Library at glance

S.No	Subject	No. of Books
1.	Sanskrit kavya	7861
2.	Sanskrit natak	1011
3.	Sanskrit alankar	1475
4.	Sanskrit sahitya	1335
5.	Hindi sahitya	984
6.	Hindi kahaniya	981
7.	Hindi kavya	534
8.	Hindi natak	180
9.	Hindi vyakaran	71
10.	Jyotish falit	1347
11.	Jyotish ganit	723
12.	Education	3309
13.	Education psychology	348
14.	General philosophy	1132
15.	Linguistics	400
16.	Vyakaran	2596
17.	Pali vyakaran	140
18.	Veda	1962
19.	Upanishad	330
20.	Art	144
21.	Vedant	790
22.	Indian history	1432
23.	Foreign history	204
24.	Religion	406
25.	Yoga	303
26.	English literature	194
27.	English novel	287
28.	English drama	63
29.	English grammer	42
30.	English poetry	73
31.	English dictionary	47
32.	Hindi dictionary	54
33.	Sanskrit dictionary	505
34.	Text books	1053
35.	Catalogue	106
36.	Tantra	485
37.	Mimansa	328
38.	Nyay	890
39.	biography	251
40.	Economics and geography	251
41.	Political science	599

42.	Dogri literature	604
43.	Ayurveda	292
44.	History of Indian Literature	191
45.	Puran literature	795
46.	Mahabharat	172
47.	Gita	245
48.	Ramayana	248
49.	Karm kand	115
50.	Sports	15
51.	Music	96
52.	Bibliography	29
53.	Encyclopedia	171
54.	Jainism And Buddhism	670
55.	Sankhya	261
56.	Library Science	17

List of Newspapers & Magazines/Journals

S. No.	Newspapers Name	Quantity	Language
1	Amar Ujala	1	Hindi
2	Daily Excelor	1	English
3	Panjab Keshri	1	Hindi
4	Dainik Jagran	1	Hindi
5	The Hindu	1	English
6	Employement News	1	English

Patrika (Sanskrit, English & Malayalam categories)

1. Sudharak
2. Sambhasan Sandesh
3. Sant Nirakari
4. Bharati
5. Guru Sorvobham
6. Lok Sanskritam
7. Pashik paraopkari
8. Panchang
9. Hare Krishna prakash
10. Setubandh
11. India today

12. Competiton success
13. Pratiyogita darpan
14. Sarita
15. Grih shobha
16. Cricket samrat
17. Current affairs
18. 1 (other malayam/Kannada language)
19. Ved Iswar Vani

Future Plan

To establish an automated library system using the best possible technology solution for ease access to library users and patrons. So, far we are planning to implement RFID Technology in library.