CHAPTER III
PROFILE OF
KARNATAKA STATE OPEN UNIVERSITY LIBRARY

3.1: Introduction

The university contributes significantly to the growth of higher education by offering the need based academic programs on the basis of the accessibility, quality, flexibility and the relevance. The University motto "Higher Education to Everyone Everywhere" is being realised through three-tire student support services. At present the Karnataka State Open University has over Thirty One PG Departments on various subjects under the faculties of Arts, Commerce, Science, Management, Education, Law and Humanities.

The University Library was established along with the Karnataka State Open University (KSOU) in the year 1996. The KSOU was carved out of the Institute of Correspondence Course and Continuing Education (ICC & CE) of the University of Mysore which was a pioneer institute of distance mode learning in the Asian continent. The Library was housed in the Academic Block main building of the KSOU where the University offices were also working. From 1996 the library resources were made available to the readers, and the library has open access right from the beginning. The Library is housed in an independent and spacious building since 2007.

The Karnataka State Open University Library caters to the need of the students, research scholars, faculty members and non-teaching staff of the university. The primary mission of the library is to support the educational and research programmes of the university by maximizing access to information. In order to fulfill the objectives of the University, the library aims to develop a comprehensive collection of documents useful for the faculty and the research community. Since then there is consistent growth of the multi-disciplinary resource collection of the library. Today, the Library’s collection exceeds one lakh volumes, apart from the conventional book resources. It comprises a good number of periodicals, reference books, reports, theses, dissertations, audio visual materials, CD/DVDs, etc. Presently it has more than 100 national and international journals. The library has installed CC TV IP Security Cameras (CC TV) at various locations in the library connected
to video image recording equipment where by the activities in various floors of the library can be observed.

3.2: Vision Statement:
“The KSOU Library aspires to create the most dynamic learning environment providing the seamless access to ever-growing knowledge and information by using cutting edge technologies to promote higher learning, innovative research and striving to preserve the rich culture and heritage of the land both in print and in digital form.”

Mission Statement:
- Building the need based collection to enhance the curricular, co-curricular and extracurricular learning programmes
- Designing the effective tools of retrieval and user-friendly services
- Establishing connectivity with the local and external resources through the means of consortia
- Developing the institutional repository
- Empowering the user community from time to time through strategically planned and programmed information literacy activities.

3.3: Library Advisory Committee
The Library Advisory Committee is a policy making body for taking policy decisions on library matters. It consists of the Vice-Chancellor (Chairman), Members nominated by Vice Chancellor. The Librarian is Member Secretary of the Advisory Committee.

3.4: Library Layout
The Library is located at the centre of campus on the elevated spot besides Academic Block. There is enough space for the future expansion. The quiet surroundings and the greenery attract the users. The rose garden inside the Library has added to the beauty of the building.

The Library has been shifted to its present building from Academic Block during 2007, which has a carpet area of 18,850 sq feet across two floors and can accommodate over 1,50,000 of volumes and 200 readers at a time.
Architectural plan of KSOU library

Ground Floor Layout

First Floor Layout

Theses/Dissertations & Back Volumes of journals
Kannada Language Collection
Urdu Language/Technical Processing
E-Resources
Reference room Reading Hall
Table 3.1: 
Plan of KSOU library

<table>
<thead>
<tr>
<th><strong>Ground Floor</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Issue counter</td>
</tr>
<tr>
<td>Baggage Counter</td>
</tr>
<tr>
<td>Newspaper</td>
</tr>
<tr>
<td>Reference Section</td>
</tr>
<tr>
<td>Current Periodicals</td>
</tr>
<tr>
<td>Lessons Section</td>
</tr>
<tr>
<td>Display of New Arrivals</td>
</tr>
<tr>
<td>University Publications</td>
</tr>
<tr>
<td>Visitors Reading Room</td>
</tr>
<tr>
<td>Assistant Librarian (Senior)</td>
</tr>
<tr>
<td>Current Periodicals, Newsletters &amp; Newspapers</td>
</tr>
<tr>
<td>Books Stack -1 (001 - 599) with OPAC Service</td>
</tr>
<tr>
<td>Books Stack - 2 (600 - 999) with OPAC Service</td>
</tr>
<tr>
<td>Librarian’s Office</td>
</tr>
<tr>
<td>Deputy Librarian</td>
</tr>
<tr>
<td>Assistant Librarian</td>
</tr>
<tr>
<td>Office</td>
</tr>
<tr>
<td>Xerox Service</td>
</tr>
<tr>
<td>Maps &amp; Atlases</td>
</tr>
</tbody>
</table>
3.4.1: Entrance Hall

The property counter, the charging desk and the newspaper section are housed in the large entrance hall.

3.4.2: Administrative Section

The Administrative wing housed at the left of entrance hall. It comprises of the Librarian’s chamber, along with Deputy Librarian and Assistant Librarian rooms and the office of the Library. These sections are housed away from the reading halls to avoid disturbance caused by the routine activities of these sections to the users.

3.4.3: Ground floor: Reading Area, Reference and Stack-1 Area

Major portion of the library collection is housed in the ground floor which includes Science, Social Science and Humanities collection. A corridor from the entrance hall leads to the reading hall and stack area which is located at the western and eastern side.

3.4.4: Current Periodicals & Lessons Section

The periodical section is where the current periodicals are displayed for the users. Self Instruction Materials developed by KSOU have been housed in this area and they have been organised as Post Graduate, Graduate and Diploma and Certificate collections.

3.4.5: First Floor:

Kannada and Urdu language collection is housed in the first floor, eventually the Library plans to house all language collection in the first floor of the Library building. In order to facilitate users there are about three reading areas on this floor which can accommodate around 100 readers at a time.
3.4.6: Theses & Dissertations and Back Volumes Section

Ph.D theses submitted to the Karnataka State Open University are maintained in the theses section. They are kept for the reference of the students. A Compendium of theses submitted to Karnataka University has been compiled with various indices for the benefit of users.

3.4.7: Membership & Borrowers Ticket

All the students of the University can become the members of the library after getting their Student Identity Card issued by the University authorities at the time of Admission. To get library membership, they have to fill Membership Application form and submit it along with 2 Passport Size Photos and 1 Stamp Size Photo, Total 3 Photos for Under Graduates (UG), Post Graduate (PG), Diploma, P.G.Diploma and Certificate Programme students. For M.Phil and Ph.D Research Scholars 5 Passport Size Photos and 1 Stamp Size Photo, Total 6 Photos should be submitted at the Library Office. Borrowers Tickets are issued on payment of a Refundable Caution Deposit of Rs. 250/- for UG/PG, Diploma, P.G.Diploma and Certificate programme students and Rs. 500/- for M.Phil and Ph.D students.

Similarly, Teaching Faculties of the University get their Membership by submitting Application form along with 12 Passport Size Photos and 1 Stamp Size Photo, Total 13 Photos and Non-Teaching Staff of the University get membership by submitting Application form along with 2 Passport Size Photos and 1 Stamp Size Photo, Total 3 Photos. Teaching Faculties are issued 12 Borrowers Tickets and Non-Teaching Staffs of the University will be issued 2 Borrowers Tickets.

3.5: Borrowing Privileges:

Table 3.2

Borrowing details

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Category</th>
<th>Borrower Tickets</th>
<th>Days</th>
<th>Fine (Rs.)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Faculty</td>
<td>12</td>
<td>60 days</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2</td>
<td>Non-Teaching Staff</td>
<td>2</td>
<td>60 days</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
3 Research Scholars 5 60 days 1.00/Day Refundable Caution Deposit of Rs.500/-

4 Post Graduate and Graduate Students 2 60 days 1.00/Day Refundable Caution Deposit of Rs.250/-

5 Diploma/ Certificate Course Students 2 60 days 1.00/Day Refundable Caution Deposit of Rs.250/-

The students studying in UG/PG, Diploma, P.G.Diploma and Certificate courses are issued two Borrowers Cards (Borrowers Tickets), where as M.Phil and Ph.D students get 5 borrower cards. Users can Borrow One Book Per Card. The issued books can be retained for a period of 60 days, and after the due date, penalty of Rs.1/- per book per day will be levied. The students should return the books and borrowers card 30 days before the commencement of the Annual Examinations. In case they fail to return the same, the Admission ticket for the Examination will not be issued. As per University guidelines students have to produce their Identity Card and compulsorily surrender their Borrowers Tickets to the Library Authorities for obtaining No Due Certificate (NDC) of the Library.

Table 3.3

Membership Details:

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Category</th>
<th>Added in 2014-15</th>
<th>Total No as on 31.03.2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Students</td>
<td>244</td>
<td>244</td>
</tr>
<tr>
<td>2.</td>
<td>Faculty</td>
<td>6</td>
<td>70</td>
</tr>
<tr>
<td>3.</td>
<td>Non-Teaching</td>
<td>3</td>
<td>80</td>
</tr>
<tr>
<td>4.</td>
<td>Total No of Members</td>
<td>253</td>
<td>394</td>
</tr>
</tbody>
</table>

3.6: Reading Hours

The Library is kept open throughout the year except on general holidays. During the period of contact classes the library is kept open on Sundays and in general holiday’s also. The timings are:

On normal Working Days

Monday to Saturday : 10.00 a.m. to 05.30 p.m.
During Contact Classes and University Examinations

Monday to Saturday : 08.00 a.m. to 08.00 p.m.

Sunday’s and Government Holidays: 10.00 a.m. to 05.30 p.m.

3.7: Library Collection

At present the Library has in stock over 1,04,169 volumes on shelves covering a wide variety of subjects. Books on various subjects are added by purchasing as per the requirements of the staff and students.

Realizing the importance of the periodicals and their utility to the research scholars and the teachers, the University is subscribing to periodicals. The Library is receiving over 100 periodicals in print and online mode on various subjects.

Table 3.4

Library Collection:

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Reading Materials</th>
<th>Added in 2014-15</th>
<th>Total No as on 31.03.2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Books</td>
<td>598</td>
<td>1,01,586</td>
</tr>
<tr>
<td>2</td>
<td>Donated Books</td>
<td>1422</td>
<td>2583</td>
</tr>
<tr>
<td>3</td>
<td>Journals Subscribed</td>
<td>-</td>
<td>19</td>
</tr>
<tr>
<td>4</td>
<td>Magazine and Newspapers</td>
<td>-</td>
<td>20</td>
</tr>
<tr>
<td>5</td>
<td>Back volumes</td>
<td></td>
<td>217</td>
</tr>
<tr>
<td>6</td>
<td>Non-Book Materials (CDs)</td>
<td>-</td>
<td>207</td>
</tr>
<tr>
<td>7</td>
<td>P G theses</td>
<td></td>
<td>1020</td>
</tr>
<tr>
<td>8</td>
<td>Ph.D Theses</td>
<td></td>
<td>74</td>
</tr>
<tr>
<td>9</td>
<td>Electronic Journals (Open Access)</td>
<td>&gt;1000</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>E journal accessed through the Internet</td>
<td></td>
<td>7500</td>
</tr>
</tbody>
</table>

3.8: Finance

For procurement of Books and other resources the Library gets annual budget from the university of Rs. 31,50,000/-
Budgetary details of KSOU library for the FY 2014-15

The KSOU university earmarks every year Rs 31,50,000 for purpose of books and journals. Additional amount is also sanctioned based on the requirements of users.

3.9: SHODHAGANGA

Library has entered a MoU with UGC-Infibnet through which the user can have access to full-text of Ph.D thesis awarded by various Universities throughout India.

3.10: ICT INDICATORS

The library has 26 computers with internet connectivity, 10 printers, 10 kindle reader for the use of students and staff. The library also has 8 bar code scanner and other gadgets, the users are allowed to carry laptops in the library. The entire campus has WIFI connectivity and students may access library resources from anywhere in the campus.

- The students avail e-mail and Internet services
- 7500+ E-Journals can be accessed through UGC-Infonet
- Database of Books and Theses can be accessed through OPACs
- OPAC is available on campus LAN. More than 3 Lakhs records are accessible through Web ISIS on the Intranet,
  
  URL - http://192.168.2.245

- On Internet, the same data is available IndCat: Online Union Catalogue of Indian Universities: http://indcat.inflibnet.ac.in/indcat/. It is unified Online Library Catalogues of books, theses and journals available in major university libraries in India.

3.11: SPECIAL FEATURES

From June 1967 the library has been designated as a Depository Center for Publication of the United Nations.

- Rare book and valuable collection is housed separately.
- The library has a unique collection of rare and valuable resources; part of it is already digitized.
- This collection comprises of early printed books,
☐ Out of print books, books published in limited editions, costly fine art books such as Ajanta paintings, UNESCO art Series etc.

➢ LAB is the Policy Forming Body consists of

➢ The Vice-Chancellor (Chairman)

➢ Members nominated by Vice Chancellor

➢ The Librarian (Member Secretary)

Features

-LED TV

LED monitor is installed in the entrance hall where the inspiring library quotes, library layout, rules, services etc are displayed. The staff can also monitor the activities through the IP Security cameras installed in various floors.

-CC TV

The library has installed IP Security Cameras at various locations in the library connected to video image recording equipment where by the activities in various floors of the library can be maintained.

-24 X 7 READING HALL

Construction of 24 hours reading room to facilitate users round the clock even when the Library is closed. This will help the readers to continue their reading hours at their convenient time.

-PERAGOLA

Interactive mode of study is the trend of the day where the students have to discuss and interact. To enable such users to continue their interactive mode of study special pergolas are constructed in the library garden. In each pergola 8 to 10 students can sit comfortably.
-NEW AESTHETIC LOOK

Fresh greenery has been brought around the library premises. It catches the passersby and they are attracted to the library, in course of which a casual visitor becomes a regular user of the library.

-ESTABLISHMENT OF LEARNING RESOURCES CENTRE (LRC)

A digital library which can accommodate around 100 users with all modern facilities is being established on the first floor of the library.

Solar lamps have been installed around the library which light up the library surroundings at night.

NEW IT BASED EQUIPMENTS AND OTHER SERVICES

1. Adoption of KOHA library Software
2. Federated Search Facility
3. Remote Access Facility
4. E-book Reader
5. LED Monitors
6. Wi-Fi Facility
7. Assistive Devices

ASSISTIVE DEVICES

To facilitate differently abled users following are provided

- Ramp at the entrance
- Separate room near the entrance.
- Human assistance to retrieve information resources
- In the first phase assistive Devices for Visually Challenged users are processed
- In the next phase devices to assist the hearing impaired are planned.
• A simple text reading machine for those who are not computer literate but still need to read printed books and materials all that the user needs to do is simply place the text on the unit and SARA CE instantly reads out the contents aloud in a clear Indian accent voice and even magnifies the text, object, diagram, picture to be viewed.

• A lightweight portable camera device that uses Motion Sensor technology in combination with its proprietary software to make Scanning & instant reading of text fast and easy in an Indian accent English voice.

• Converts the computer into a Scanning & Reading machine to enable the blind & low vision people to scan and read printed books independently.

• An excellent tool to study DAISY books or E-books or listen to audio titles from music CDs, MP3, or WMA CDs or audio books on CDs, SD Cards and USB pen drives.

• JAWS Software converts the computer into a talking computer enabling the blind to operate the same independently.

• MAGIC magnifies the computer screen from 1.1 to 36 times its normal size to suit the comfort level of the user having **Low Vision to enable him/her to operate the computer independently.**

• Magnifies up to 52 times on a 21” screen. Increase or decrease magnification easily by adjusting the camera. 3 viewing modes such as full color, black on white, white on black In-built light for reading in poor illuminated environment. Easy to use controls for brightness adjustment and fine focus. Connects to a standard TV and to a PC monitor/Laptop using a TV Tuner Box.

### 3.12: Future Plans

KSOU Library in tune with its vision and mission proposes the following activities in the coming years; The Library will strengthen the e-resources making provision to remote access facility keeping in for the distance education mode users - Extension of digital library services to regional centers of Karnataka State Open University. The Library is planning to digitization of valuable rare book collection and builds a digitalized institutional repository using Digital Space Open Source Software and Learning Resource Centre for Visually
Challenged. The centre will be equipped with modern hardware and software useful for visually challenged and low vision students. In addition, the library will plan facility for Assistive Technology for Physically Challenged library users. The KSOU library will also Participate in Academic Library Consortia of Karnataka State Higher Education Council, an imitative.