Chapter 4

Institution Profile
1. Introduction.

The University of Delhi is the premier university of the country and is known for its high standards in teaching and research and attracts eminent scholars to its faculty. The University of Delhi was established in 1922 as a unitary, teaching and residential university by an Act of the then Central Legislative Assembly. Only three colleges existed then in Delhi: St. Stephens College founded in 1881, Hindu College founded in 1899 and Ramjas College founded in 1917, which were affiliated to the University. The University thus had a modest beginning with just three colleges, two faculties (Arts and Science) and about 750 students. In October 1933, the University offices and the Library shifted to the Vice regal Lodge Estate, and till today this site is the nucleus of the University (Main Campus). Apart from central administrative offices, examination offices and the sports complex, the main departments of the Faculty of Science are housed in the Vice regal Lodge Estate. Sir Maurice Gwyer, who was the then Vice Chancellor, realizing the importance of a distinguished faculty, searched for talent all over the country and brought men of eminence to this University, such as Prof. D S Kothari in Physics, Prof. T R Sheshadri in Chemistry, Prof. P Maheshwari in Botany and Prof. M L Bhatia in Zoology. Over the last even decades the University has grown into one of the largest universities in India. At present, there are 14 faculties, 86 academic departments and 79 colleges spread all over the city, with about 2,20,000 students. In an effort to cope with this enormous expansion, the University in the early seventies initiated a new organizational pattern based on the multi-campus concept. The
South Campus made a beginning in 1973 by starting postgraduate programmes in some departments of the Faculty of Arts and Social Sciences in a rented building. The campus acquired land near Dhaula Kuan where the building of Arts Faculty was first constructed. Offices and teaching activities shifted to this campus in 1983. A beginning has been made towards establishing the East and West Campuses of the University. The East Campus is being developed with the University College of Medical Science as its nucleus, while the West Campus will have as its focus on Engineering and Technology. When the University Grants Commission started establishing Centres of Advanced Studies in the country, 6 were awarded to the University of Delhi out of a total of 18 such centres in the early sixties. These were in Physics, Chemistry, Botany, Zoology, Economics and Sociology. These Centres of Advanced Studies are now the centres of excellence in teaching and research in their respective areas. In addition, a number of these and other University departments received grants under the Special Assistance Programme of the UGC in recognition of their outstanding academic work. The University has 15 libraries. These are in addition to Libraries in the Colleges. The University Science Instrumentation Centre (USIC) has a number of sophisticated research instruments which are used by several departments of the University and by other institutions in Delhi and its the neighbourhood. The University has just completed the implementation of fibre-optic networks on the North and South Campuses.
2. Faculties in University of Delhi

i. Arts.

ii. Ayurvedic & Unani Medicine

iii. Commerce & Business Studies

iv. Education

v. Dean, Faculty of Education, 33, Chhatra Marg, University of Delhi.

vi. Int. Disp. & Applied Sciences

vii. Law

viii. Management Studies

ix. Mathematical Sciences.

x. Medical Sciences

xi. Music & Fine Arts

xii. Science

xiii. Social Sciences

xiv. Technology

2.1 Central Sciences Library Delhi University

A library is a collection of sources, resources, and services, and the structure in which it is housed; it is organized for use and maintained by a public body, an institution, or a private individual. In the more traditional sense, a library is collection of books. It can mean the collection, the building or room that houses such a collection, or both. The term "library" has itself acquired a secondary meaning: "a collection of useful material for common use." This sense is used in fields such as computer science, mathematics, statistics, electronics
and biology. It can also be used by publishers in naming series of related books, e.g. *The Library of Anglo-Catholic Theology*. Libraries often provide a place of silence for studying.

Public and institutional collections and services may be intended for use by people who choose not to or cannot afford to purchase an extensive collection themselves, who need material no individual can reasonably be expected to have, or who require professional assistance with their research. In addition to providing materials, libraries also provide the services of librarians who are experts at finding and organizing information and at interpreting information needs.

However, with the sets and collection of media other than books for storing information, many libraries are now also repositories and access points for maps, prints, or other documents and various storage media such as microform (microfilm /microfiche), audio tapes, CDs, cassettes, videotapes, DVDs, and video games. Libraries may also provide public facilities to access subscription databases and the Internet.

Thus, modern libraries are increasingly being redefined as places to get unrestricted access to information in many formats and from many sources. They are understood as extending beyond the physical walls of a building, by including material accessible by electronic means, and by providing the assistance of librarians in navigating and analyzing tremendous amounts of knowledge with a variety of digital tools.
1. Role of Library and Information Centre

A fully automated modern Library & Information Centre (LIC) is on its way to becoming an outstanding learning resource centre catering to the ever growing and uncompromising information and intellectual requirements of the students, faculty, and researchers.

A balanced programme on the development of the collection of hard copy, audio/video, CD-ROM, and other electronic forms of documents is being followed. The LIC has one of the finest collections of latest management publications. Catering to the development of a culture for maintenance and conservation.
(a). Working Hours

Monday – Friday: 9.00 AM to 8.00 PM, Saturday, Sundays and Holidays: 10.00 AM to 6.00 PM,

Only referral services are extended on Saturday, Sundays and Holidays when the Library operates on skeletal staff. However, Textbook Section remains operational all through the opening hours of the Library on all days. The Library remains closed on Republic Day (January 26), Independence Day (August 15), Dussehra, Diwali, Holi and Mahatma Gandhi’s Birthday (October 2). Special arrangements are made to keep the Library open up to 12 midnight in the night before and during the minor and major examinations.

(b). Collection

The Library subscribes to 657 current journals. The Library has a rich collection of books on science and technology including chemistry, mathematics, physics, computer science, biology etc. Besides, Library also has a good collection in the areas of humanities and social sciences.

The collection on humanities and social sciences is housed on the ground floor of the Library. Besides General Collection, the Library has segregated specialized collection having separate collection codes mentioned below:

I. General Collection
II. Reference Books
III. Conference Proceedings (CD)
IV. Progress Reports (PR)
V. Standards (ST)
VI. Bound Volumes of Journals
VII. Technical Reports (TR)
VIII. Theses (TH)
IX. Text Books (TB)
X. Book Bank (BB)
XI. Video Cassettes
XII. Compact Discs (CD)

The total collection of the Library as on 31st March, 2009 is as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>2,46,918</td>
</tr>
<tr>
<td>Bound Volumes of Journals</td>
<td>98,942</td>
</tr>
<tr>
<td>Standards</td>
<td>26,923</td>
</tr>
<tr>
<td>Technical Reports</td>
<td>15,400</td>
</tr>
<tr>
<td>Theses</td>
<td>3,321</td>
</tr>
<tr>
<td>Pamphlets</td>
<td>1,095</td>
</tr>
<tr>
<td>Microfilm/Microfiche</td>
<td>2,340</td>
</tr>
<tr>
<td>Video Cassettes</td>
<td>1,460</td>
</tr>
<tr>
<td>Compact Discs</td>
<td>1,360</td>
</tr>
</tbody>
</table>

(c). Checking out Library Documents

Registered Library members are allowed to check out Library documents as per their entitlement mentioned above. Reference Books and video cassettes are not issued out. Textbooks are issued for overnight. Bound volumes of journals are not issued out.
(d). **Renewals**

Books issued to you can be renewed unless they are reserved by some one else. You need to bring the books to the Library for getting them re-issued.

(e). **Return of Documents**

Documents checked out from the Library should be returned at the circulation desk, during its working hours, i.e. 9.00 PM to 5.15 PM on any working day. Books issued through the Text Book Section should be returned in the Text Book Section only.

(f). **Reserving the Documents**

A library user can reserve a book currently out on loan by requesting staff at the Circulation Counter. Notifications for availability of reserved books are placed on the Library notice board.

(g). **Loss of Bar-coded Patron Card**

The loss of Bar-coded Patron Card should be reported to the Head, Readers Services Division. Duplicate Bar-coded Patron Card can be issued, after validity of his lost Bar-coded Patron Card expires. Borrowers shall be responsible for any loss or misuse of their Bar-coded Patron Card.

(h). **Loss of Books**

The borrower is required either to replace the books with a recent edition, if available or pay its cost.
(i). **Overdue Charges**

Overdue charges at the rates mentioned below are charged for late return of the books:

- Rs. 1.00 per day for the books issued from General Section
- Rs. 0.50 per hour for the books issued from textbook Section

(j). **Xerox Service**

The Xerography facility in the library is extended through an external outfit, namely M/s Electra Photo Studio, who is permitted to operate from within the IIT Delhi, Central Library premises. The rates for Xerography and other services are as follows.

(k). **Textbook and Book Bank**

The Library maintains a separate collection of textbooks which can be consulted within the Library premises on deposition of Identity Card/ Text-Book Ticket at the Text-book counter for a limited period not exceeding 90 minutes. Text Books can also be issued for overnight loan after 3.00 PM against Text Book ticket which should be returned the next day within two hours of opening of the Library, failing which an overdue charge of Rs.0.50 per hour per volume will be charged. Textbooks can be reserved for consultation or for overnight issue between 9.00 AM and 12.00 Noon on working days. A database of books available in Text-Book Section and Book Bank Collection is available for consultation at the Text Book Section.

The Book Bank is housed in the Text Book Section of the Central Library. The collection consists of prescribed text-books in paperback editions costing not less than Rs.20.00 and not more than
Rs.800.00. The text-books to be included in this collection are recommended by the Heads of the Department / Centre of the Institute. Students whose parent’s income does not exceed Rs.2500.00 per month are given preference over others in grant of books from the Book Bank. The Borrowers have to pay 10% of the cost of books as rental charges per semester. The scheduled caste and scheduled tribes students are given this facility free of charge. The book bank scheme is basically for undergraduates only.
REFERENCE:

Central science library, Delhi handbook-2010
www.sciences library.delhi.