BHARATHEEYA VIDYA NIKETHAN
College of Teacher Education
Affiliated to University of Calicut, Accredited by NAAC
Kallekkad (Post), Palakkad, Kerala 678006, Mob: 9497899276
Email: bvncte@gmail.com Web: www.bvnbedcollege.com

BVNCTE LIBRARY

Vision

To be a vibrant knowledge hub that nurtures intellectual curiosity, empowers transformative pedagogy, propels educational excellence and ensures an environment of lifelong learning.

Mission

- To cultivate a rich learning environment that inspires pedagogical excellence and fuels educational transformation.
- To remain at the forefront of educational advancements, embracing emerging technologies and innovative methodologies to equip future educators.
- To contribute to the generation, dissemination, and preservation of knowledge, developing intellectual curiosity and scholarly pursuits.
- To provide comprehensive access to a diverse array of information resources, supporting the academic, professional, and personal growth of our students.

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Library Advisory Committee (LAC)

As per GO (MS) No.169/94/HEdn dated 22-11-1994, Principals of Colleges are directed to constitute an 8-member Library advisory Committee consisting of 5 HODs in addition to the Librarian, a student nominee and the Principal.

Function
The function of the Library Advisory Committee is to support the functioning of the library so that it can facilitate the library development plans by advocating the library development activities with the management. The purpose of the Library Advisory Committee is to act as a channel of communication and dialogue between the College Library and its users. The Committee's main objective is to aid in the establishment of a bridge between the library and the academic fraternity and the College management. The Library Advisory Committee (LAC) is to be appointed by the Principal.

Composition:
The suggested composition of this Committee is as follows:
- Chairperson: Principal/or any person nominated by the Principal will be the chairperson
- Members: Heads of any 5 Departments
- Secretary: Librarian Shall be the Secretary of LAC
- 1 student representative nominated by the Chairperson

Meeting Frequency: The LAC meet at least once in every quarter to review the affairs of the library

Functions of LAC
1. To provide general direction to the library
2. To review the functioning of the library with regards to its support to the academic programmes of the College.
3. To advise the management on matters of policy relating to development of library.
4. To monitor and evaluate, from time to time, trends and developments in information technologies, networking, library automation, library cooperation etc., and to direct the library in their adoption.
5. To formulate action plan for the development of library infrastructure, facilities, products and services.
6. Evaluate the suggestions made by the library users
7. To formulate the policy for library, use and procedure to be framed
8. To assist library in providing need-based information services
9. Any other function as assigned by Principal

Library Rules and Regulations

General Conduct

1. Maintain silence in the library at all times.
2. Use of mobile phones is prohibited inside the library.
3. Respect library property—no marking, tearing, or damaging books or furniture.
4. Scanning of ID card is compulsory while entering to the library & exiting from the library.

Library Access

1. Students must carry their library cards to access services.
2. Timings -9.45am to 4.45pm (Lunch break-12.30 pm to 1.00 pm). During class time use the library with the permission of the option teacher.
3. Bags and personal belongings should be kept in the provided storage area.

Borrowing Rules

1. Library books issued must be returned on or before the due date, otherwise fine will be imposed Re.1/day (normal loan period for books is 2 weeks for students & 6 months for Staff; 8 books are issued at a time for students & 15 books for Teachers)
2. Reference books, journals, and magazines are for in-library use only.
3. Late returns will attract a fine as per library rules.
4. Lost or damaged books must be reported and replaced or paid for by the borrower.

Usage Guidelines

1. Maintain the order of books and do not reshelf them yourself.
2. Follow instructions of the librarian and staff at all times.
3. Computers and digital resources should be used for academic purposes only.

Library Policy

- ➢ The primary objectives of the library policy are to cultivate reading habits among students, provide necessary facilities for research and learning, and encourage activities that enhance knowledge.
- ➢ The library will be open from Monday to Saturday, from 9:30 AM to 4:30 PM.
- ➢ It will remain closed on holidays.
- ➢ Library membership is available to teachers, students, and researchers.
- ➢ Registration is mandatory for membership.
- ➢ Faculty has to take 15 books and students have to take 6-8 books at a time.
- ➢ Special concessions may be granted during examinations, project work, etc.
- ➢ A fine will be charged for keeping books beyond the due date.
- ➢ Users will be fully responsible for any damage to or loss of books.
- ➢ Discipline must be maintained at all times.
- ➢ Use of mobile phones is strictly prohibited.
- ➢ Bringing food items into the library is not permitted.

Resources for reference include:

- ➢ Journals, e-books, databases, and internet facilities.
- ➢ When using library resources, every member is expected to act responsibly.
- ➢ All members must strictly follow the instructions related to the library.