

SVKM'S
Narsee Monjee Institute of Management Studies
Prof. Y. K. Bhushan Information and Knowledge Resource Centre

Date: 20th December, 2021

To: Ms. Suruchi Bhandodkar
(Librarian, SVKM's Usha Pravin Gandhi College of Arts,
Science And Commerce)

From: Dr. Shivanand Sadlapur
(Librarian, SVKM's NMIMS Deemed to be
University)

**Sub: Report on an Intellectual Resources Audit of SVKM's Usha Pravin Gandhi College of
Arts, Science And Commerce**

Dear Madam,

As per the Intellectual Resources Audit for the academic year 2021-22 below mentioned are the observations and suggestions for the upgradation of the library in future.

Observations:

- Library activities are going smoothly
- Library has good collection of material like fiction, non-fiction books, CDs-DVDs

Recommendations:

- Need to subscribe more scholarly research journals as per faculty recommendation.
- For the visually impaired users NVDA (Open Source) Software needs to be install on any one of the PCs.
- List of faculty publications to be maintained for the ready reference.
- Separate Exam corner and research corner to be created for the easy access of related material.
- Student and Faculty entry register should be maintained properly. Existing register has hardly entries
- Separate files to be maintained for each library service.
- E-resources usage by faculty should be enhanced/file prepared should recheck.
- "3M Security gate" is the correct terminology for the "RFID gate" where ever its mentioned.
- Fiction Section can be rename with an innovative name such as "Light reading Corner".
- Avoid buying books from local publisher like Mantavya, Vipul, etc.
- Number of peer reviewed hard copy journals may be increased.

With warm regards,

Sincerely,


Dr. Shivanand Sadlapur





SVKM's
Usha Pravin Gandhi College of Arts, Science and Commerce
Juhu Scheme, Vile Parle (West), Mumbai – 400 056.

LIBRARY

10th January, 2022

Respected Principal Madam,

Please find enclosed herewith the Intellectual Resources Audit Report received from Dr. Shivanand Sadlapur, Librarian, NMIMS.

The said audit for the academic year 2021-22 was conducted by him in our Library on Monday, 20th December 2021.

Regards,

Ms. Suruchi Bhandodkar
Ms. Suruchi Bhandodkar
Librarian

Akapol
10/1/2022

