

University Library
Tamil Nadu Physical Education and Sports University

Annual Report
July 2015 – June 2016



UNIVERSITY LIBRARY
TAMIL NADU PHYSICAL EDUCATION AND SPORTS UNIVERSITY
Melakottaiyur Post, Vandalur,
Chennai – 127.



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About Us

TNPESU University Library established during the year 2007. During the year 2015-2016 the University Library housed in a Hall at Academic Block Ground Floor with total carpet area of 1800 Sq. Ft in the University campus. This area is divided into following sections: Circulation, Technical Processing, Reading Hall, Internet access, Periodical, Stack and Thesis sections. The University Central Library occupies an indispensable Place in the Tamil Nadu Physical Education and Sports University, which enhances Teaching, Research & Development activities. It is a most lively placed department in the campus providing resources in a user friendly environment to enable learning and advancement of knowledge and whereby discovering new insights in all the academic programmers offered in this University.

Mission

The mission of this University Central Library is to facilitate creation of new knowledge through acquisition, organization, and dissemination of knowledge resources and providing for value added services to the University clients.

Vision

“To provide quality published literatures and library services in time”.

To achieve this vision and Mission this University has Organized, Managed and rendered services during the year 2015-2016.

1. Procurement

Procurement of Journals & Magazines

This University Sanctioned a sum amount of Rs: 17,385/- for Subscription of Periodicals during the academic year 2015 – 16. A total of 13 National & International Journals and 10 National Magazines have been Subscribed directly from the publishers.

1.1 Procurement of Journals

The list of National and International Subscribed Journals list during the academic year 2015-16 was mentioned below. A total of Rs: 12,100/- was spent to purchase 13 journals.

Table 1
NATIONAL & INTERNATIONAL JOURNALS

S.No	Periodical Title	Publisher	Periodicity	Subscription Rate
1	International Journal of Physical Education, Sports Management and Yogic Sciences	Sudhir Surya Yoga College & Research Centre	Bi-Quarterly	2000
2	International Journal of Physical Education	Hind Medical Research Institute	Half-Yearly	2000
3	Indian Journal for Research in Physical Education & Sports Science	Dr. Sivanthi Aditanar College of Physical Education	Half yearly	250
4	Journal of Adapted Physical Education and yoga	Ramakrishna Mission Vivekananda University, Coimbatore	Bi- Annual	300
5	Sports Research	SAI, NSNIS, Patiala	Quarterly	300
6	Osmania Journal of Physical Education	Osmania University	Bi-Annual	2000
7	Vyayam Vidnyan	H.V.P. Mandal, Amaravati	Quarterly	400

8	Voice of Sports	Association of College Teachers in Physical Education	Bi-Annual	200
9	Journal of Organizational Behavior	ICFAI University, Hyderabad	Quarterly	900
10	Journal of Management Research	ICFAI University, Hyderabad	Quarterly	900
11	Journal of Marketing Management	ICFAI University, Hyderabad	Quarterly	900
12	University News	Association of Indian Universities	Weekly	950
13	Yoga Mimamsa	Medknow Publications and Media Pvt. Ltd	Quarterly	1000
Total				12100

1.2 Procurement of National Magazines

The list of 10 subscribed National Magazine list is mentioned below in table 2, a sum amount of Rs. 5,285/- was spent to academic year magazines subscription.

Table 2
NATIONAL MAGAZINES

S. No:	Periodical Title	Publisher	Periodicity	Subscription Rate
1	Anandha Yogam	V. Arivazhagan	Monthly	300
2	Yoga Journal	Asana Publication, Chennai	Monthly	600
3	Business Today	India Today	Monthly	950
4	Frontline	Kasturi & Sons, Chennai	Monthly	845
5	Sports Star	Kasturi & Sons, Chennai	Weekly	780
6	Kumudam Health Special	Kumudam Publications Pvt Ltd., Chennai	Fortnightly	500
7	Maruthuva Ariviyal Malar	Maruthuva Ariviyal Malar, Chennai	Monthly	100
8	Vilayattu Ulagam	Vilayattu Ulagam, Chennai	Monthly	480
9	Yoga Life	Yoga Jivana Satsangha, Puducherry	Monthly	250
10	Genius Punnagai	C.Thirugnana Sambanthan, Chennai	Monthly	480
Total				5285

1.3 Thesis Addition

During the academic year 2015-2016 COE section supplied 75 Project & Theses reports to University Library. We have added 75 reports/Theses in University Library Theses database and barcode numbers generated and the same was pasted in the spine, the reports divided into PG report & Ph.D thesis and shelved in the theses section.

Table 3
Thesis Addition

S. No	Department	No. of Theses
1	M.Phil YG	47
2	M.Phil PE	23
3	Ph.D	05
	TOTAL	75

2 Maintenance of Books, Journals & Reports

2.1 Shelf Order Maintenance

Changing Shelf Bay & Re Shelving of the Books work was did from 11th August 2015 to 14th August 2015.

Shelf rectification & minute arrangement of books according to DDC classification work was did from 22th December 2015 to 25th December 2015.

In Theses Section, the thesis and dissertation was arranged according to the Accession Numbers. This work was done during the month of March 2016.

Table 4
Shelf Order Maintenance

S. No	Date of Rectification	Nature of Work
1	11/08/2015 to 15/08/2015	Changing Shelf Bay & Re Shelving of the Books
2	22/12/2015 to 25/12/2015	Shelf Rectification of books according to DDC
3	8/03/2016 to 10/03/2016	Thesis and Dissertation Arrangement

2.2 Long Due Book Reminder

11 books borrowed by Staff & Students listed and University Library remained them to return the books. Based on this initiation all the books have been returned by the Students.

Table 5
Long Due Book Reminder

S.NO.	Department	No of Students
1	B.Sc SC	2
2	MBA	1
3	M.Phil YG	1
4	Faculties	7
Total		11

2.3 Newspaper Received

During the working days this University Library receives daily newspapers from a vendor. The supplied dailies entered in a separate register on day to day basis. After completion of a particular month the supplier will submit a bill for payment. During this academic year twelve such bills received and passed for payment. A sum amount **Rs. 11,880.50** has been spent for the purchase of daily newspapers during this academic year.

Table 6
July 2015-June 2016 Newspaper Bills Passed for Payment

S. No.	Month	Per day No of Newspapers	Amount
1	July	7	1034.00
2	August	7	1038.50
3	September	7	975.00
4	October	7	1030.50
5	November	7	841.50
6	December	7	861.50
7	January	7	948.50
8	February	7	981.50
9	March	7	1075.50
10	April	7	1057.50
11	May	7	1014.50
12	June	7	1022.00
Total		84	11,880.50

3 Delivery of Services

3.1 Membership

161 students have been enrolled as members in University Library during the Academic Year 2015-16. We have prepared barcode membership ID card laminated in University Library and issued to 161.

Table 7
Total Number of Students/ Guest Lecturer's Enrolled as Members during the Year 2015-2016

Month	No. Of Students	Guest Lecturers	Total
July	15		15
August	105	2	107
September	28	4	32
October	2	1	3
January	2		2
February	2		2
Total	154	7	161

The Course wise students enrolled as members is given below:

Table 8
The Course wise Students Enrolled as Members

S. No.	Department Name	Total Number of Students/Guest Lecturer's
1	B.P.ED	-
2	M.P.ED	35
3	M.PHIL PE	19
4	PHD PE	-
5	B.SC. EX. PHY	11
6	M.SC. EX. PHY.	1
7	M.PHIL EX. PHY.	-
8	B.SC. SP. CO.	29
9	M.SC. SP. PSY.	-
10	M.PHIL SP. PSY.	02
11	MBA SP. MGMT	10
12	M.PHIL SP.MGMT	03
13	M.SC YOGA	06
14	M.PHIL YOGA	14
15	PH.D YOGA	03
16	M.TECH	02
17	M.SC BIOMECH	04
18	M.PHIL.BIOMECH	02
19	PHD SP PSY	01
20	GUEST LECTURER'S	07
21	M.PHIL YOGA(SSP)	10
22	M.SC. SP. CO.	02
	TOTAL	161

3.2 Duplicate Membership Card Issued to Students

Few students have lost their membership ID Cards which was fine members sought to the knowledge of this University Library. 2 students have requested duplicate ID cards and they have paid the fine a sum amount Rs.80/- ($2 \times 40 = 80$) has been collected as fine and they have paid the said amount in University. Account at Indian Bank through challan.

Table 9
Duplicate Membership Card Issued to Students

S.No.	Month	Duplicate Membership card	Fine Amount
1	July		
2	August		
3	September		
4	October	2	80
5	November		
6	December		
7	January		
8	February		
9	March		
10	April		
11	May		
12	June		
	TOTAL	2	80

3.3 Books Issued & Returned to Students & Staff

In Circulation section books circulated to all members and works such as Issue and Return are carried out. In 2015-2016 Academic year a total of 754 books have been issued to Students, M.Phil/Ph.D Scholars and Staff. In turn 711 books have been returned by the students and staffs to University Library.

Table 10
Books Issued & Returned

S. No.	Month	Issue	Return
1	July	46	27
2	August	121	54
3	September	128	119
4	October	129	109
5	November	74	112
6	December	38	37
7	January	19	15
8	February	45	20
9	March	89	106
10	April	54	92
11	May	11	17
12	June	-	03
	Total	754	711

3.4 Reprographic Services

Reprographic service is provided in University Library. A total of 9,725 copies generated and issued to students and staffs. A sum amount Rs.5,551.80 /- collected from members and Non-members. The sum amount collected as reprographic charges has been deposited in University account and every month statement, Bank Challan submitted to the concerned officer. So for twelve such statements submitted. 2333 copies have been reproduced for official purpose. A total of 7392 copies generated and issued to students and staffs. Therefore 9725 copies have been generated in Reprographic section during this academic year.

Table 11
Reprographic Services Provided to Members & Non Members
July 2015 – June 2016

S. No.	Month	No. of Copies	Official Copies	Total Photo Copies	Amount Collected and remitted into Uni. Acc.
1	July	1131	415	1546	947.68
2	August	509	172	681	349.20
3	September	1300	74	1374	930.46
4	October	1279	99	1378	827.76
5	November	1105	144	1249	768.50
6	December	169	136	305	252.27
7	January	122	132	254	131.00
8	February	477	106	583	49.57
9	March	541	140	681	640.97
10	April	295	222	517	224.89
11	May	379	611	990	429.50
12	June	85	82	167	-
TOTAL		7392	2333	9725	5,551.80

3.5 Books & Theses Referred

3.5.1 Books Referred by Students

Students Visiting University Library referred Books for their Study, Research purpose. A total of **286 Books** have been referred from Books Stack Section during this academic year 2015-2016.

Table 12
Books Referred by Students

S. No.	Month	No. of Books Referred
1	July	27
2	August	99
3	September	28
4	October	17
5	November	09
6	December	17
7	January	06
8	February	19
9	March	32
10	April	25
11	May	05
12	June	02
TOTAL		286

3.5.2 Theses Referred by students

A total of 1291 times Theses referred by M.Phil/Ph.D Scholars and PG Students in the Theses Section.

Table 13
Theses Referred by students

S. No.	Month	No. of Theses Referred
1	July	70
2	August	25
3	September	22
4	October	13
5	November	42
6	December	404
7	January	94
8	February	160
9	March	146
10	April	245
11	May	47
12	June	23
TOTAL		1291

3.6 Visitors List Member & Non Members

The University Library everyday walk-in is calculated. The visitors list is generated using Gate Entry Management System (GEMS) and Gate Entry Register. A total of 7937 no. of Visitors entered into the University Library during the academic year 2015-2016 and utilized resources and services of the Library.

Table 14
No. of Visitors Member & Non Member Month -wise

S. No	Month	No of Member	No of Non-Member	Total
1	July	849	2	851
2	August	814	1	815
3	September	850	-	850
4	October	826	3	829
5	November	438	-	438
6	December	802	-	802
7	January	423	1	424
8	February	768	12	780
9	March	934	11	945
10	April	917	05	922
11	May	143	03	146
12	June	118	17	135
Total		7882	55	7937

3.7 No-Dues for Students

A Total of 94 Students has been issued no due certificate by this University Library during the year 2015-2016.

Table 15
No-Dues Faculties and Students

S. No.	Month	No due for Students
1	July	07
2	August	01
3	September	04
4	October	03
5	November	03
6	December	01
7	January	-
8	February	-
9	March	02
10	April	68
11	May	03
12	June	02
TOTAL		94

4 Assistance to University Departments

4.1 Journal Publications (JPESAD)

The editorial board received twelve articles for publication in JPESAD. This University Library received the article and sent for experts review; experts submitted their comments for corrections. The same was intimated to the contributor. The contributors corrected their articles and the final copy submitted to the experts for inclusion in JPESAD. So far 12 articles have been reviewed, corrected and included for publication of Volume 6, Issue 1 for the month of January 2015.

4.2 Newspaper Clippings

Daily Newspaper clippings pertaining to academic institute will be photocopied and sent to the University Authorities. A total of 27 such clippings have been sent to the authorities.

Table 16
Newspaper Clippings Submitted to Authorities

S. No.	Month	No. of Clippings
1	July	9
2	August	5
3	September	4
4	October	1
5	November	2
6	December	-
7	January	-
8	February	2
9	March	2
10	April	1
11	May	1
12	June	-
TOTAL		27

Table 17
Paper wise Distribution of Newspaper Clippings

Paper Name	No. of NEWS
Dhinathanthi	4
Deccan Chronicle	1
Dhinamalar	8
Dhinamani	6
The Hindu	1
The Hindu Tamil	2
The New Indian Express	5
Total	27

5. ICT SERVICES

5.1 Internet Access:

278 members availed Internet access services provided from University Library.

Table 18
Internet Access

S. No.	Month	No of Usage
1	January 2016	02
2	February 2016	05
3	March 2016	24
4	April 2016	187
5	May 2016	51
6	June 2016	09
	TOTAL	278

6. Others

6.1 Electronic Equipments

This University has placed purchase order for the supply of IT Infrastructure Equipments for the use of this University Library. During this academic year this University Library received six Dell Computers and purchased other Electronic Equipments to this University Library namely 1 Barcode Scanner with Barcode Stand, Lamination Machine and DL Cutter Machine.

Table 19
Electronic Equipment

S. No.	Product	No's	Amount	Bill No.
				Dated
1	Dell Computers	6	2,50,141	DC NO.1900/15-16 Date:30.12.15
2	Barcode Scanner Symbol ID	1	5,000	CTX-15/16- 00000508 Dt:19.02.2016
3	Barcode Stand	1	775	CTX-15/16- 00000508 Dt:19.02.2016
4	Lamination Machine	1	4,998	KI/IN/15-16/0335 Dt:02.02.2016
5	DL Cutter Machine	1	1,785	I.No-2417 Dt:02.02.2016
Total		10	2,62,699.00	

6.2 Communication Send & Received

A total of 24 letters have been sent at various occasions to this University requesting the authorities to help them to upgrade the Library.

Table 20
Communication Send to the Registrar & other Sections

S. No.	Month	No. of Letters
1	July 2015	18
2	August 2015	04
3	June 2016	02
TOTAL		24

6.3 Maintenance of University Library (in terms of Cleaning)

Under Mr. Elango & Mr. Karthik Office Assistants Supervision the Library was fully cleaned on the following Dates:

Dusting all sections on 21th October 2015, 13th November 2015, 16th January 2017 and 7th April 2016. Stack Section Shelves was cleaned on 5th May, 2017

Theses Section shelves was cleaned on 15th June, 2016.

Every month our University Library was cleaned daily & mopping was done trice in a week by housekeeping staff.

6.4 Revenue Generated

This University Library generated revenue for this University by collecting service charges and fine amount. A sum amount Rs.5,631.80/- has been collected from Members and Non Members towards Reprographic service and membership ID card fine. This is the Revenue generated by University Library and the same was submitted to Finance Section TNPESU periodically for account purpose during the academic year July 2015 to June 2016.

Table 21
Revenue Generated

S.No	Resources	Quantity	Amount
1.	Duplicate Membership cards issued	2	80
2.	Reprographic Services Provided to Members & Non Members	9725	5,551.80
Total		9727	5,631.80

6.5 Bill Passed

This University has issued Purchase Order to Various Products namely Journals, Magazines, Daily newspapers, Furniture and Electronic Equipments etc. the invoice pertaining, to the above mentioned items have been passed for payment during this period. In Total 36 bills were passed for payment.

Table 22
Bills Passed

S.No	Resources	Bill Quantity	Amount
1.	Journals & Magazines Procurement	20	17,385.00
2.	Daily Newspapers	12	11,880.50
3.	Electronic Equipments	4	2,62,699.00
Total		36	2,91,964.50

6.6 Files Updated

This University Library communicates with the authorities at various intervals in an academic year. A copy of all the communications will be archived in the files maintained by University Library. Updating of all communications made within University are updated regularly in appropriate files.

7. NCTE INSPECTION

This University has applied for National Council for Teacher Education (NCTE) approval for B.P.Ed two Years Program. This University has submitted the Library resources details namely Books, Journals, Theses reports and services rendered by this University Library are submitted for seeking the recognition of NCTE. This work was completed in the month of April 2016.

Table 23
Library Books as on April - 2016

S.No	Subject	No of Volumes
1	Physical Education	229
2	Sports Management	954
3	Advanced Training & Coaching	146
4	Sports & Youth Affairs	152
5	Biomechanics	24
6	Exercise Physiology	147
7	Sports Medicine	126
8	Statistics	79
9	English	16
10	Sociology & Psychology	198
11	Yoga	752
12	General	149
13	Tamil	16
14	Sports Technology	52
Total		3040
