



**SATISH PRADHAN
DNYANASADHANA COLLEGE,
THANE**

INSTITUTIONAL POLICY MANUAL

**Prepared by Internal Quality Assurance Cell
Approved by College Development Committee
and**

Managing Committee, Dnyanasadhana, Thane (Society)







Library Policy

Objective:

- To develop the collection of the library by acquiring books and Periodicals in print as well as in digital format.
- To Serve the library users irrespective of caste and class.
- To develop the habit of self-learning and lifelong learning.

Policy:

It caters to the research and teaching activities of institutions. It collects, manages and disseminates the information to its users according to their need. The library on the 4th floor is easily accessible from any part of the campus incorporating the modern age technologies to provide the readers right information at the right time. This policy sets out the principles which guide the development of a quality Library Collection that meets the information needs of a dynamic library. The policy will ensure that the quality of the collection is maintained through consistency in selection and dissemination processes and a process of continuous evaluation. It also assures the quality service to its user. The college library provides book-bank facility to socially and economically backward students for this activity in addition to college funds library generate funds from external agencies like University of Mumbai under the Students Welfare Scheme for SC/ST/ST students.

Library Collection Development Policy

The library procures books and other learning materials which are related to syllabi. Library also acquires materials which are useful for competitive examinations. Inspirational books and fiction books are also procured.

- Library procure textbooks, reference books and handbooks on relevant subjects.
- Library also procure printed periodicals and online database for accessing scholarly content.
- Staff and students can recommend the books, through the concern Heads of the Department.



**Dnyanasadhana, Thane Society's
SATISH PRADHAN
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(Arts, Science and Commerce)**

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SCAN TO VISIT

