Chapter III

MINIMUM ESSENTIAL STANDARDS

A) *Central Library (As per MSE 23)

Minimum Essential Standards for Central Library

Sr. No.	Intake Capacity	Seating Capacity	Minimum Number of Books	Minimum required area (sq. mtr.)	Number of minimum indexed scientific journals	Number of stations with computer systems *		Deficiency
						Wifi	NonWifi	
1	60	75	8000	150	10	6	15	
2	100	120	10000	250	10	10	25	
3	150	180	12000	350	10	15	35	
4	200	240	15000	450	10	20	45	
Available	**60**	**75**	**11362**	**107.73**	**10**	**6**	**15**	

***Note**: Index journals means scientific journals of related subjects indexed in Pub-Med, Web of Science, University Grants Commission-Consortium for Academic Research and Ethics (UGC-CARE), Science Citation Index and Scopus.*

Sr. No.	Details	Available / Not Available	Deficiency
1)	The biometric attendance for all students for Central Library	**Available**	--
2)	The biometric attendance for all teaching Staff for Central Library	**Available**	--
3)	The catalogue coding system (physical or automated) in library entrance.	**Available**	--
4)	Display facility at appropriate place in library for newly arrived books. All the newly arrived books are to be displayed for specific duration as per the Institutional library policy or minimum of fifteen days.	**Available**	--
5)	The seating arrangement in reading room unidirectional pattern and face to face seating shall be avoided or partition shall be provided in case of face-to-face seating arrangement.	**Available**	--
6)	Closed-Circuit-Television (CCTV) surveillance in entire library	**Available**	--
7)	The library etiquettes display at the entrance of the library.	**Available**	--
8)	Library Timing as per norms Monday to Saturday - from 9:00 A.M. to 8:00P.M Sunday from 10:00 A.M. to 2:00 P.M	**Available**	--
9)	Toilets facility for male and female students in Library	**Available**	--
10)	Drinking water (hot and cold) facility in Central Library	**Available**	--

11)	Journals and books published by the Central Council for Research in Unani Medicine	**Available**	--

The central library shall provide the following services, namely: -

(a) Book issue and return : - **Available** / Not Available

(b) Indexing : - **Available** / Not Available

(c) Copying facility : - **Available** / Not Available

(d) Book reservation system : - **Available** / Not Available

(e) Assistance in using library : - **Available** / Not Available

(f) Institutional Library Discipline Maintenance Policy duly approved: - by the College Council shall be in place :- **Available** / Not Available

***Various committees for Academic Administration –**

Sr.	Name of Committee	Available / Not available	Work Done Satisfactory / Not Satisfactory
1	Human Resource development committee	**Available**	--
2	Research Innovation and Entrepreneurship Development Cell	**Available**	--
3	Internal Quality Assurance Cell	**Available**	--
4	College Council	**Available**	--
5	Academic Committee	**Available**	--
6	Students council	**Available**	--
7	Student support, career guidance and placement cell	**Available**	--
8	Co-curricular and extra-curricular	**Available**	--
9	Anti- Ragging Committee	**Available**	--
10	Grievance Redressal Cell	**Available**	--
11	Committee Against Sexual Harassment	**Available**	--
12	Pharmacovigilance Committee	**Available**	--

Other Facilities :-

Separate Boys & Girls Common Facilities : **Available** / Not Available

Hostel :-

Hostel Details	Own /Rented	No. of Room	Student per Room	No. of Student
Girls Hostel	Own	32	2/ 4	84
Boys Hostel	Own	05	4/2	38

Canteen

Appropriate License	: Available / Not Available
Seating capacity – Staff	: **Available** / Not Available
Students	: **Adequate** / Inadequate
Patients and Relatives	: **Adequate** / Inadequate

Teacher attendance (preceding twelve months to the month of assessment)

Total No. of Teachers on Roll	: **39**
Total No. of Teachers above 75% attendance	: **All Teachers**
Total No. of Teachers below 75% attendance	: **00**