



चौधरी महादेव प्रसाद महाविद्यालय
C. M. P. DEGREE COLLEGE
(A Constituent P.G. College, University of Allahabad)
Under the Strengthening Component of DBT Star College Scheme
Website: www.cmpcollege.ac.in



Library Support Maintenance Policy

About Library

The library system constitutes Main Library, Law Wing Library and several departmental libraries. Main Library is the focal point of the library services provided to the faculties, research scholars and students of the college. The library was established with the inception of the college to cater the needs of the then faculties and students of the college. At present, the main library is situated in “Agra Jamindar Association” building which is one the oldest building of Prayagraj city and well known for its monumental look. The library system caters the need of more than 15000 students of UG, PG and research level as well as more than 250 faculty and staff members.

Link: <https://library.cmpcollege.ac.in/>

Aims & Objectives

Aims:

The library aims to form an integral component of teaching-learning pedagogy by reforming itself as intellectual hub and providing an important platform for academic discourse and exchanges.

Objectives:

- To acquire, organize and update the library collection to provide more productive environment for teaching and learning
- To acquire innovative technologies and tools to improve user-oriented services
- To improve the capabilities and potentials of library staff to provide more effective and responsive library services
- To improve the standard and reputation of the college through excellence in library services
- To provide assistance in effective teaching and learning process
- To provide information literacy to the faculties and students for effective use of information resources and services

Link: <https://library.cmpcollege.ac.in/library-aims/>

Vision & Mission

Vision:

- To empower academic fraternity of the college with enriching library collections
- To provide quality information resources and value added services in support of academic and research needs of students and faculties



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Mission:

- To support the mission of the college
- To discover, preserve, and disseminate knowledge by building extensive and diversified collections in print as well as in electronic media
- To act as a Centre that caters the academic needs of all domains of Science, Arts, Commerce, Humanities and Social Sciences
- To implement state-of-the-art tools and techniques of ICT in library services to support learning, teaching and research

Link: <https://library.cmpcollege.ac.in/mission-and-objectives/>

Library Rules

General Library Rules:

- All users/readers are required to maintain discipline in the library.
- Every user entering in the library is required to sign in the visiting register.
- All users must assure silence in the library.
- Seek permission of the library staff before entering the stack room.
- Smoking, eating, sleeping, and talking loudly are strictly prohibited inside the library.
- Personal belongings like umbrellas, sacks/bags, laptop bags, helmets etc. are prohibited inside the library. All such items should be kept in the racks provided on entrance.
- Readers should not damage, write on or make any marks to any library material.
- Readers shall be responsible for any damage done to the books and other library materials, and shall be required to replace such books, etc. or pay the value thereof.
- For mechanical reproduction of any book prior permission of the librarian is strictly prohibited.
- Heavy downloading of e-resources by use of robots or any technique is strictly prohibited.
- Students must assure to have "No Dues Certificate" from library before the commencement of examinations (yearly or semester wise).
- Users are required to switch off mobile phones or to keep on silent mode in the library premises.
- Reader failing to comply with these rules may be deprived of the library services.
- The librarian reserves the right to suspend membership of any member found misbehaving, abusing the library staff, or behaving in an indecent manner.
- No visitor or guest is permitted to use the library without the prior permission of the librarian.
- The members caught tearing of pages/stealing books or otherwise mutilating books will be suspended forthwith from using library facilities and further disciplinary action will be initiated against him/her by the college.

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Rules for Issue/Return of Books:

- Books will be issued for a period of 15 days at first instance.
- Only one book will be issued at a time against the Library Card of the students.
- Students are required to check the book at the time of issuing for any defect. In case of any defect or damage they should inform the library staff.
- Students must ensure to return the issued book on or before the due date. Reissue of the book is possible only when the book is not in demand.
- General Reference Books like encyclopaedias, dictionaries, directories etc. will not be issued.
- In case of lost or damage of book, replacement of book has to be made by the user.
- Underlining, marking, folding of pages, etc. in the book is strictly prohibited.
- Books Borrowed should be protected from rain, dust, insect, etc. and must be returned in the same condition as it was issued.
- The Librarian is free to recall any issued book at any time.

Instructions for Membership:

All the students taking admission in the college has right to become a dignified member of the library. The following items will be required for registration:

- Filled Membership Form
- Original Fee Receipt, and
- Identity Card

After registration, Library Card will be provided for issue of books.

Link: <https://library.cmpcollege.ac.in/library-rules/>

Committees

Library Committee:

Library Committee is the main governing body of the library which is constituted every year for providing suggestion regarding the development of the library in all dimensions. The committee is constituted under the chairmanship of the principal of the college, nominated members of different faculties, and the College Librarian as Member Secretary.

Book Purchase Committee:

The Book Purchase Committee for purchase of books, publications, periodicals & journals etc. under chairmanship of the principal of the college, Librarian of Central Library of AU, two faculty members nominated by the Principal and Finance Officer or his nominee as member and the College Librarian as Member Secretary is constituted time to time in order to consider

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the purchase of books, journals etc. as per the list of books & journals received from various teaching departments.

Link: <https://library.cmpcollege.ac.in/library-governance/>

Academic Integrity and Plagiarism Detection Policy:

The College is bound to follow the academic integrity and plagiarism detection policy of the University of Allahabad. The college library has access to Drillbit, a plagiarism detection software, to provide similarity check facility in the academic output (thesis and research articles) of the faculties and research scholars of the college.

Link: <https://library.cmpcollege.ac.in/plagiarism-detection-service/>

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