

# Open Library Practice



Visva-Bharati University  
(A Central University)  
Santiniketan, West Bengal-731235

## Best Practice

1. **Title of the Practice:** 'Open Library' Practice

2. **Objectives of the Practice:** main objectives of the "Open Library" Practices may be mentioned as below;

- To provide hassle free library service to its users.
- To provide library service to the all citizen of India and abroad with free of cost to encourage research and academic activities.
- To provide library service to the village community which was the dream of Gurudev Rabindranath Tagore

3. **The Context:** Besides the stakeholders of Visva-Bharati different academician, scholars and general people needs information, data for their different works. To meet their information needs and thrust of knowledge they need to consult a rich library like Visva-Bharati. It is also observed that, due to fees and other complexities, peoples are feeling discourage to use library resources in the current society. Further, the students/scholars those who have completed their course recently and fighting for job as well as to continue their further study, publication activities, to attain competitive examinations, it is pre-requisite to consult library resources every now and then. Considering all these aspects, Visva-Bharati Library authority has provision of temporary membership to browse the library resources with free of cost.

4. **The Practice:** Central Library is Open Access Library in many folds for its physical use; like, all the users are entitled to take entry with the call

number from the OPAC terminal to locate desired book(s) from the stack room. The main stack is also very user friendly with its analytic Bay Guide for quick searching of target book(s). Library membership is being opened throughout the year both regular membership (Faculty Members, Scholars, Students, Pensioners and Staff) and the temporary membership (Alumni and Any academician from National and International Level). There is no last date and Library membership card is being delivered on-spot without any hassle. Library Services is open around 340 days in a year and 13 hrs on all working days. In additions to VB Alumni, VB Pensioners and any citizen from the globe for their academic need may avail Visva-Bharati library services when they think so without any cost. For this they have to fill-up a form which is available in the Reference section of the library. After submitting this form, they are allowed for few days to avail the service based on their objective and specific needs. They are entitled to sit and read (Reference Section, Periodical Section, and Reading Room) and browse e-resources at the library premises. The library service is also available to 34 villages through Life Long Learning and Extension (LLL&E) formerly Rural Extension Center (REC) which is jointly funded by Visva-Bharati and RRRLF, Kolkata. Till the date library has not yet introduced any penalty or fine system for the borrowers basically on delayed return of the library books. First week of every month system generated e-mail alert has been sent to all the defaulter users. In compliance with the legacy of Gurudev Rabindranath Tagore, library is trying to offer its services with barrier free & open and without any fine.

5. **Evidence of Success:** This practice has positive impact on catering library services. Major impact is that user's community has a scope to accustomed with the library activities and felt easy to approach library staff on any issue. Users are free to pick-up their required books from the stack because of its users' friendly bay guide and systematic arrangement including separately arrangement of 'Recently Returned'. Local academics feel free to have library browsing facility with temporary membership.

6. **Problems Encountered and Resources Required:** To continue this service library has to face many difficulties like;

- Temporary members are intended to enjoy the facility for the long period.
- They request to enter the library stack room and home lending facility too.
- Many times, it is found that they are coming without their service identity card, photocopy of Aadhar, Voter ID card.
- Those temporary members are coming from outside West Bengal or India, they have limited time intend to get the cover to cover (100%) photocopy of a book, which not permissible for all the books.

7. **Notes (Optional):** To address the needs of the unemployed alumni, preparatory level to a research scholar before registration and common book lovers this service is indispensable to any academic institute as an extension activity as well as to explore the role of library in the society.

Ref. No: .....

**VISVA-BHARATI CENTRAL LIBRARY**  
(Form for Temporary Use of the Library)

Name: MD RAFIUL ISLAM Age: 41  
(Use CAPITAL letters)

Permanent Address: Vill+Post: BASANTAPUR, P.S.: SHAILKUPA  
Dist: JHENAIDAH, BANGLADESH Contact No: +8801922095165

Local Address (if any): Hotel NISA, Santiniketan Road  
E-mail ID: mri.mithu@gmail.com

Nationality: Bangladeshi Passport No. (if any): BA 0428303  
(Copy to be enclosed)

Institutional Name & Address: Bangladesh Civil Service (BES) Education  
Santiniketan Govt. College, Bagura, Bangladesh Designation: Assistant Professor

Put the Tick Mark (✓) in the appropriate box: To Visit the Library only:

Temporary Use the Library:  Duration Sought for Using the Library: .....

Area of Study: *আসন্ন প্রবেশিকা পরীক্ষার জন্য*

Introducer's Name & Address: *ড. অরুণ কুমার বিশ্বাস, উপাচার্য*  
*বিশ্বভারতী বিশ্ববিদ্যালয়*

Date: 13.06.19  
Signature of the Applicant: *[Signature]*

[Note: Applicant must establish the Identity by supporting papers]

Remarks: *May use library for 4 days  
valid till 18/6/19 as per library rule (Office Use only)*

Temporary Library Card Issued: Yes  No