About the Library

Rangapara College has an excellent Library and Information Centre, one of the central support services of the institution with an area of 4200 Sq feet with a sitting capacity of 81 peoples in total with provision of two separate reading rooms for students and teachers. The Library boasts a whopping collection of 29089+ physical books, 9140 no of periodicals/ newspapers and provides access to 199500 e-books and e-papers under the N-List Program.

The Library is well equipped with the modern facilities like Barcode Technology, Koha 20.05 ILMS Software to automate the Library and DSpace software for Digital Library.

The library has successfully completed the first phase of Digitization & Preservation of rare Manuscripts collection of old Assamese Literature, kept in various *Satras* and *Namghars* of Assam.

Our Vision

Assisting the institution by enriching information and resources to reach the zenith of excellence in higher education.

Our Mission

- To provide right information to the right user at the right time by the right possible way.
- To enrich the library by implementing the emerging technologies with up to date information and resources.
- To promote and preserve the indigenous, folk and rare treasure of our pride for posterity.


Library at a Glance

- Total Area of the Library: 4200 Square Feet
- Working Hours : 9 AM to 5 PM
- Total No of Books : 29089+
- Total No of Titles : 11124+
- Total No of Books in Book Bank: 3437+
- Audio-Visual Materials: 41
- Magazines Subscribed : 3
- Journal Subscribed : 6
- Newspaper Subscribed : 6
- Bound Periodicals : 344
- Integrated Library Management Software : Koha 20.05.10.000
- Digital Library Software : DSpace
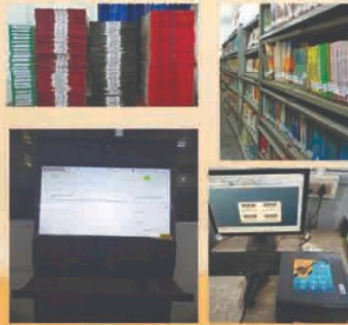
Digital library

Library & Information Centre, Rangapara College has started new Digital Information Centre for the students and staff to provide access to online resources and In housed Electronic resources.

To enter in the Digital library Scan the following QR
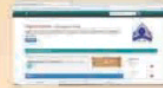
Web-OPAC

Library & Information Centre of Rangapara College also provide Web-OPAC facility for searching through the catalogue anytime anywhere. To go through the link scan the following QR.

Library Website & Blog

Website: http://library.rangaparacollege.com/

Blog: https://rangaparacollegelib.blogspot.com/

Library Services

- Circulation Service
- Online Public Access Catalogue (OPAC) Service
- Book bank Service
- Orientation programme for fresher's
- Reference Service
- Current awareness service
- Inter Library Loan service (new)
- Reservation of Book service
- Reprographic service
- Internet service
- Language lab
- Assistance in searching in library database

Library Layout
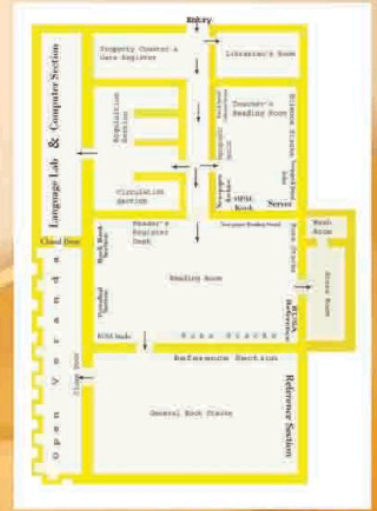
Library Rules & Regulations

1. Admission to the Library

All Students, Teachers, Employees of Rangapara College, not otherwise debarred are allowed Admission to the library.

2. Membership:

The following categories of persons shall become members of the Central Library:

a) All the faculty members of Rangapara College.
b) All the regular students of the college.
c) All other regular employees of the college.
d) Person other than the above categories may be allowed to become member of the library as a special case on a request in writing from the person concerned. If a person is allowed to become a member of the library he/she shall pay an annual membership fee and security deposit.

3. Working hours of Library:

Working Hours	From	To	Total
On all working Days	9 AM	5 PM	8 Hours

The above timings of the Library are subject to change from time to time which will duly be notified in the Notice Board of the Library/University.

4. Check out Limits (only books):

- Student (PG): 4 books for 14 days
- Student (With Major): 3 books for 14 days
- Student (General): 2 books for 14 days
- Student (HS): 2 books for 14 days
- Teaching Staff: 3 books for 30 days
- Non-teaching Staff: 2 books for 14 days
- Library Staff: 2 books for 14 days

5. General Rules

(a) All kinds of personal belongings except notebook are to be kept in the property counter at the entrance.

(b) Silence is must be observed in the Reading room.

(c) Mobile phone in vibration mode only is permissible.

(d) Members shall not smoke or spite in any part of the library.

(e) While browsing books, no book should be replaced by the user on the stack themselves.

(f) Books once picked out from the stack should be left in the reading table if not issued out.

(g) The physical condition of the book should be checked while checking out. Mutilation of pages if found is to be brought to the notice of the circulation in-charge. Otherwise, the borrower himself/herself shall be responsible for mutilation of the book, if detected afterwards.

(h) Underlining, marking, folding of pages, etc. in the book is strictly prohibited.

(i) Upon any violation of the library rules, members shall forfeit privileges of admission and membership of the library.

(j) The librarian reserves the right to suspend or delinquent membership of any member found misbehaving, abusing the library staff or behaving in an indecent manner.

(k) Members caught removing 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 authority

Library governance

(Constituted vide Clause 5(1) of The Rangapara College Management Policy Guidelines, 2020)

Sl no	Name & Designation	Role	U/S
1	Dr. Ranjan Kalita, Principal	Chairperson	5(1) (i)
2	Mr. Ramyajyoti Arundhara, Librarian	Member Secretary	5(1) (ii)
3	Dr. Ranendra Mohan Deka, Vice Principal	Member	5(1) (iii)
4	Ms. Sangeeta Kalita (Arts)	Member	5(1) (iii)
5	Mr. Montosh Paul (Commerce)	Member	5(1) (iii)
6	Dr. Azizul Hoque (Science)	Member	5(1) (iii)
7	Ms. Swapna Mandal, Head Assistant	Ex officio	5(1) (iii)
8	Ms. Jyoti Kalita, Library Assistant	Ex officio	5(1) (iii)
9	Magazine Editor, Students' Union	Ex officio	5(1) (iii)
10	Sri Prasanta Boro Former Librarian i/c	Invitee	

Library Team

Mr. Ramyajyoti Arundhara, MLISc, NET, PGDCA
Librarian

Mrs. Jyoti Kalita
Library Assistant

Mr. Someswar Das
Library Bearer

Mr. Sanjoy Basfor
Grade IV

Mr. Dipamto Basumatary
Junior Assistant

Mr. Sanjoy Koroha
Grade IV

Library & Information Centre,
Rangapara College, Rangapara
Sonitpur – 784 505, Assam
www.rangaparacollege.com
Email: centrallibrary.rc2022@gmail.com

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Library & Information Centre

Brochure

Session: 2022-23

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