

AGRAWAN HERITAGE UNIVERSITY
Bamrauli Katara, Fatehabad Road, Agra (U.P) 283125



Dr. Ranjna Yadav
Librarian

CENTRAL LIBRARY

The Central Library of Agrawan Heritage University currently houses over 20,000 volumes of books. It caters to the information and knowledge needs of students, faculty members, and research scholars by providing a comprehensive range of library services. The university also maintains more than 20 departmental libraries, including the Engineering Library, Pharmacy Library, Social Science Library, and Law Library.

Vision

The vision of the Central Library is to serve the informational, academic, and research needs of the University community and the global scholarly fraternity, thereby enabling Agrawan Heritage University to attain excellence in teaching, learning, and research.

Mission

The mission of the Central Library is to deliver user-centered library and information services that support and enhance the teaching, learning, and research activities of Agrawan Heritage University. The library aims to ensure access to high-quality academic and research resources for all users.

Objectives

In alignment with its vision and mission, the Central Library pursues the following objectives:

- To appoint qualified, experienced, and dedicated library professionals to ensure the delivery of high-quality library services.
- To select, acquire, and organize relevant, scholarly, and up-to-date information resources that meet the academic and research requirements of the University.

- To develop, maintain, and promote a wide range of library services to maximize the use of available resources.
- To conduct regular orientation and training programs for users and library staff to enhance resource utilization.
- To adopt the latest tools, technologies, and best practices to provide library services more effectively and efficiently.

Library Book Circulation Time Table and Rules and Regulations

Library Circulation Time Table and Rules

Days	Morning Hours	Afternoon Hours	Eligible Users
Monday	10:00 am – 1:00 pm	1:45 pm – 4:00 pm	First, Second, Third Year (All Courses), Fourth Year (B.Tech & Agriculture)
Tuesday	10:00 am – 1:00 pm	1:45 pm – 4:00 pm	First, Second, Third Year (All Courses), Fourth Year (B.Tech & Agriculture)
Wednesday	10:00 am – 1:00 pm	1:45 pm – 4:00 pm	First, Second, Third Year (All Courses), Fourth Year (B.Tech & Agriculture)
Thursday	10:00 am – 1:00 pm	1:45 pm – 4:00 pm	First, Second, Third Year (All Courses), Fourth Year (B.Tech & Agriculture)
Friday	10:00 am – 1:00 pm	1:45 pm – 4:00 pm	First, Second, Third Year (All Courses), Fourth Year (B.Tech & Agriculture)
Saturday	10:00 am – 1:00 pm	1:45 pm – 4:00 pm	First, Second, Third Year (All Courses), Fourth Year (B.Tech & Agriculture)

Membership

The organization, instructors, staff, and students all have the right to library membership. The number of books they are eligible to borrow, together with the maximum loan duration, is listed below. –

Category	No. of Books	Loan Duration
Head of Department	10	One Semester
Teaching Staff	8	One Semester
Non-Teaching Staff	2	One Semester
Students (All Years)	2	One Semester

Library Working Hours

Monday to Saturday: 10:00 am – 4:00 pm

Book Circulation Rules

1. Books must be returned on or before the due date.
2. Books may be renewed at any time, subject to availability.
3. A book must be physically presented for renewal.
4. The physical condition of the book must be checked before borrowing.
5. Overdue fines will be charged according to current policies.
6. Users must obtain a receipt for any fines paid.

Library Circulation Instructions

1. Students must present their library card when borrowing books.
2. Only 2 books may be issued per card for a maximum of 30 days.
3. A fine of ₹5 per day will be charged for late returns.
4. If a book is on a waiting list, it must be returned by the due date.
5. Damaged or lost books must be replaced with a new copy or the cost paid along with overdue fines.

General Instructions

1. The library operates Monday to Saturday on all working days.
2. Books cannot be taken from the counter without prior permission.
3. Writing on reading tables is prohibited.
4. Reading newspapers during lecture/practical hours is not allowed.
5. Seating arrangements must not be disturbed; chairs must be returned to their original position.
6. Books must not be marked or damaged in any way.
7. Users will be charged for any damage to books or property, as determined by library authorities.
8. Bags, umbrellas, parcels, and mobile phones are not allowed inside except for files and books.
9. Returned books should be placed on the table or handed over to library staff.

University Library Committee

The University Library Committee serves as the apex advisory body for the planning, management, and development of library services across all faculties and constituent departments of Agrawan Heritage University. The committee ensures the effective integration of modern technology, digital resources, and innovative practices to enhance teaching, learning, and research support.

Composition of the Committee:-

S. No.	Name	Designation	Role
1	Prof.(Dr.) Ajai Chaudhary	Vice Chancellor	Chairperson
2	Dr. Dharamveer Yadav	Dean (Academics & Administration)	Member
3	Dr. Vinaya Yadav	Assistant Professor, Dept. of Agriculture	Member
4	Dr. Nupur Raghav	Assistant Professor, Dept. of Botany	Member
5	Mr. Veekesh Kumar	Assistant Professor, Dept. of Political Science	Member
6	Dr. Gaurav Yadav	Director of Constituent Colleges	Member
7	Dr. Lokendra Parmar	Assistant Professor, Dept. of Mathematics	Member
8	Dr. Sanjay K.Verma	Assistant Professor, Dept. of Chemistry	Member
9	Mr. Sanjeev Kumar	Assistant Professor, Dept. of Pharmacy	Member
10	Dr. Satish Yadav	Librarian, BMU (External Expert – Library Science)	Member
11	Mr. Arun Kumar Yadav	Registrar	Member
12	Ms. Ranjana Yadav	University Librarian	Secretary

Objectives of the Committee

- To develop and implement policies for the modernization and digitization of library services.
- To plan for the acquisition, management, and accessibility of academic resources in both print and digital formats.
- To promote collaboration between departmental and central libraries.
- To ensure continual capacity building of library staff through training and research initiatives.
- To provide strategic guidance for building a learner-centric, technology-driven library environment.

Central Library – Collections, Services, and Facilities

Library Collections

The Central Library of Agrawan Heritage University possesses a rich and diverse collection of academic and reference materials that support teaching, learning, and research across all disciplines. The library ensures continuous enrichment of its resources by acquiring updated materials through regular subscriptions, purchases, and exchanges.

Collection Type	Description	Quantity
Books (Text, Reference, and Gifted)	Includes textbooks, reference books, research monographs, and gifted works across multiple disciplines, including holdings from departmental libraries.	20,980+
Theses & Dissertations	Approved research projects and student dissertations contribute to the knowledge base of the university.	100+
Newspapers	Leading national and regional dailies in both English and Hindi languages.	8+
Magazines	Academic, scientific, professional, and general-interest magazines are available for current awareness and leisure reading.	10+
Computers	Workstations equipped for digital reading, research, and online access.	30

Library Services & Facilities

The Central Library provides a broad range of user-focused academic, informational, and technological services designed to promote efficient resource use, research excellence, and lifelong learning.

Current Awareness Service

The library offers Current Awareness Services (CAS) to keep users informed about new arrivals, recent publications, and developments in various disciplines.

- Access to almost all current English and Hindi newspapers and magazines.
- Maintenance and preservation of back issues of reputed newspapers for future reference.
- Display of new books and journals to acquaint readers with the latest resources.

Reference Service

Specialized reference and advisory services are available through the Reference and Membership Desk. The following services are regularly provided:

- Ready reference service for queries — available *on the spot*, via email, or telephone.
- Assistance with research-related inquiries, including plagiarism checks.
- Guidance on library resources, services, and information access tools.
- Support for research scholars in literature searches and citation management.
- Information on new library initiatives, infrastructure, and resource development.

Newspaper Clipping Service

The library compiles daily clippings of news and articles related to the university, published in various local and national newspapers. These clippings are digitized and forwarded to university authorities via email for record and dissemination.

Inter-Library Loan Service

The Central Library provides Inter-Library Loan (ILL) facilities for sharing documents and academic materials available with partner institutions. This service promotes collaborative research and maximizes information access beyond the university's own holdings.

User Awareness and Orientation Programmed

The library conducts User Orientation and Information Literacy Programmed periodically for students and faculty members to familiarize them with library resources, databases, and digital tools. Key focus areas include:

- Library layout and catalog usage.
- Orientation on e-resources, databases, and plagiarism detection tools.
- Awareness of modern research tools and citation management software.

Cultural Hall

An air-conditioned auditorium within the library complex serves as a venue for seminars, conferences, guest lectures, and cultural activities. It has a seating capacity of 200 participants, equipped with modern audio-visual systems.

Visitor's Property Counter

To ensure convenience and security, a visitor's property counter with 150 lockable compartments is located near the library entrance. A dedicated staff member issues tokens to safeguard users' personal belongings during their library visit.

Exhibitions and Book Fairs

The Central Library regularly organizes book exhibitions and thematic fairs in collaboration with publishers and academic partners. These events aim to:

- Promote reading culture among students and faculty.
- Introduce new publications and authors.
- Encourage academic interaction between users and information providers.

Internship Programmed

To promote learning and professional development in the field of Library & Information Science (LIS), the library offers short-term internships and training programmes for students from reputed universities. Interns gain practical exposure to library operations, cataloging, circulation, and digital management systems.

Xerox and Reprography Services

A photocopying and printing facility is available within the library premises. This service is outsourced to an authorized vendor to provide cost-effective and quick reprography services to students, faculty, and researchers.

Security & Safety Measures

Considering the invaluable assets housed in the library, robust security measures have been implemented:

- CCTV surveillance systems throughout the premises for 24×7 monitoring.
- Entry and exit records maintained through digital logs.
- Fire safety equipment installed in key locations.
- Regular inspection of electrical, IT, and safety systems.

Future Initiatives

The Central Library envisions several upcoming initiatives to align with the evolving needs of the academic community:

- Introduction of Digital Library Services and an Online Public Access Catalogue (OPAC).
- Access to e-books, e-journals, and national databases.
- Implementation of RFID-enabled circulation for automated transactions.
- Establishment of a Research Support Center providing digital referencing and citation tools.