

1. Title of the Practice: Library Book Purchase through Book Fair

Objectives of the Practice:

To provide teachers with direct access to current spectrum of books and other learning content through in-house book exhibition from leading publishers

The Context:

Conducting book fair on campus can be implemented as a **top up model** for procurement of new editions, new titles and books for professional electives and advanced industry-oriented courses. For remaining books pertaining to sciences, humanities and other books, general procurement may be adopted as usual.

Implementation Plan:

- The Head of the Department and Chairman, Board of studies of each department shall conduct a review and audit of the existing books available in the Library to assess the future requirement. A report has to be submitted to the Head of the Institution in this regard.
- Post approval of budget proposal every year, in the first fortnight of April the publishers/distributors can be invited on campus for a two day fair
- The Departments/Institutions and Librarian separately has to identify the best of publishers/distributors and submit it to the management for approval.
- The Departments/Institutions after receiving the list from the Librarian shall prepare a consolidated list of publishers/ distributors and submit it to the management for approval
- The Convener Library Advisory Committee and Librarian shall send invitations to the final approved list of publishers for the book exhibition on campus
- The event is organized on lean time to encourage almost all the teachers to seek benefit out of this.
- The Department shall create a list of books thoroughly seen and recommended by the faculty

- Since the publishers/distributors motivation is to have some commitment out of their visit, the HoD/BoS of Departments may be permitted to prepare a list of good and contemporary books for small agreeable and permitted amount and consolidated order can be released by the Trust initially for a small amount on the spot itself (preferably on Day 2).
- Later for remaining bigger orders - rate contract, discount, delivery mode and freebies may be finalized in a fortnight by the Trust.
- Incidental expenses such as facilities for fair and local hospitality may be borne from the Trust.
- This has to be conducted and showcased as a major event and as a best practice.

Challenges and Resources:

Challenges:

Identifying and inviting the leading publishers on a single platform at SVEC.

Resources Required:

Provision of venue for the publishers/distributors

Expected Outcomes:

- Faculty shall get direct exposure to new books and learning content
- Establishing a strong network of publishers/distributors

Notes: Direct access and exposure for faculty to go through books personally and suggest them to Central library instead of browsing through online platforms and other sources.