

Smt. Mathubai Garware Kanya Mahavidyalaya, Sangli.

S. T. Stand Road, Sangli 416 416. (Maharashtra)

Tel.: 0233-2332318 BBA/BCA, Fax: 0233-2330293 E-mail : mathubai@yahoo.com, Website: www.mgkanyasangli.edu.in

Since : 1972
(NAAC 'A' Grade)

(Affiliated to Shivaji University, Kolhapur-Code KM77) (Jr. College Index No. 22.08.007)
Smt. Dr. Lata Govind Deshpande MBBS, Chairperson, Women's Education Society, Sangli.

REF. No.: KM/LIB/ILL/2023

Date: 01/03/2023

To,
The Principal,
Smt. Champaben Balchand Shah Mahila Mahavidyalaya,
Affiliated to SNDT Women's University, Mumbai,
Sangli – 416416.

Sub: Agreement of Memorandum of Understanding (MoU) for Inter-Library Loan (ILL)

Dear Sir,

With reference to subject cited above this is to kindly let you know that our college proposes to establish Memorandum of Understanding (MoU) for Inter Library Loan with your college library.

Our college library has variety of reading material for its users in various forms such as Books, Journals, CDs, E-Books, E-Newspaper Clippings, Audio-Video Files and Software etc. We know that no academic institution can purchase all reading material & fulfill its user's information needs at their own level; Inter-Library Loan is a useful service whereby a user of one library can borrow books or receive photocopies of documents that are owned by another library. Now-a-days it is being essential for every institute/library to share their reading material with each other.

By applying some terms and conditions we can establish MoU between our colleges and begin Inter-Library Loan for our library users. Hence, you are kindly requested to accept our proposal for the same. Kindly go through MoU Agreement, List of Faculty Members enclosed herewith and send back one copy of agreement with your signature as your acceptance.

Thanking You,



Yours Sincerely,
Dr. R.G. Kulkarni
(Principal)

Principal,
Smt. Mathubai Garware
Kanya Mahavidyalaya, Sangli

Enclosures: As mentioned above

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MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MoU) signed between

1. Smt. Mathubai Garware Kanya Mahavidyalaya, Sangli

And

2. Smt. Champaben Balchand Shah Mahila Mahavidyalaya, Sangli

through their principal's and unanimously agrees the following set of codes:

CL 1 Purpose:

1.1 This agreement of MoU is proposed to share inter-library reading material of both college libraries through Inter-Library Loan (ILL) Scheme.

1.2 This ILL scheme is purely intended to balance local collections and is not a substitute for good library collections planned to meet the routine needs of users.

CL 2 Regulations & Scope:

2.1 The conduct of inter-library loan scheme is regulated by the set of codes prepared by the authorities of both colleges in mutual understanding.

2.2 The period of this agreement will be Three years from the date of signing this MoU. The agreement shall come to an end on the expiry of the period, unless extended by both the parties.

CL 3 Responsibilities of the Requesting Library:

3.1 Confidentiality

3.1.1 Inter-library loan transactions, like circulation transactions should be maintained strictly confidential in the library records.

3.2 Transmitting the Request

3.2.1 The requesting library should send a loan request via conventional letter, fax, Internet



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transmission, or E-mail or visit in person. Electronic communication is recommended to save the time, money and for swift transaction

3.2.2 The requesting library should communicate with the supplying library in advance if the material is needed for other uses such as course teaching, classroom or other group viewing of audio-visual material or for an extended loan period

3.3 Due Date and Use Restrictions:

3.3.1 Borrowed material can be kept for the maximum period of 15 days only.

3.3.2 Overall 10 numbers of reading material can be given. However, documents in the electronic form such as E-Reports, E-Clippings, and Audio-Video Files except of CDs have no limit and could be shared through E-mail.

3.3.3 It is the ultimate responsibility of the Requesting Library to return material/s in the same condition in which they were received. In particular, adhesive labels or tape should not be affixed directly to any borrowed material.

3.3.4 The issued material/document should not be handed over to any other person not concerned to college.

3.3.5 In case loss of issued material the concerned college has to replace the same edition copy in available or replace with the latest edition or to pay the double cost of material. If material damaged while using, the borrowing college should pay the charges.

3.3.6 The Requesting Library is responsible for ensuring compliance with any use restrictions specified by the Supplying Library such as 'Reference only' or 'No photocopying'.

3.3.7 When the Supplying Library denies a renewal request, the material should be returned by the original due date.

3.3.8 The response to a recall for the material may be the immediate return, or timely communication with the Supplying Library to negotiate a new due date.

CL 4. Shipping:

4.1 The Requested Library should pay both sided postage or transfer expenditure if any.



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CL 5 Suspension of Service:

5.1 During the tenure of the agreement, Supplying Library may terminate the agreement either for break of any terms and conditions of this agreement or otherwise giving a one- month notice in writing to the defaulting party.



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SEAL OF PARTIES

This MoU for Inter-Library Loan Scheme is signed today,

Between,

Smt. Mathubai Garware Kanya Mahavidyalaya, Sangli

And

Smt. Champaben Balchand Shah Mahila Mahavidyalaya, Sangli

Through,

Dr. R.G. Kulkarni,
Principal,
Smt. Mathubai Garware Kanya Mahavidyalaya,
Sangli

Dr. S.N. Khilare,
Principal,
Smt. Champaben Balchand Shah Mahila
Mahavidyalaya, Sangli

Date: 01/03/2023

Signature:

Principal,

Smt. Mathubai Garware

Kanya Mahavidyalaya, Sangli

Infront of Witnesses,

Mrs. Maru, B.V.
Librarian,
Smt. Mathubai Garware Kanya Mahavidyalaya,
Sangli - 416416.

Date: 01/03/2023

Signature:

Officiating Principal,
Smt. C. B. Shah Mahila
Mahavidyalaya, SANGLI.



Mr. Yadav, R.D.

Librarian,

Smt. Champaben Balchand Shah Mahila
Mahavidyalaya, Sangli - 416416

Date: 01/03/2023

Signature

Librarian,

Smt. Mathubai Garware
Kanya Mahavidyalaya, Sangli

Date: 01/03/2023

Signature

Librarian,
Smt. C. B. Shah Mahila
Mahavidyalaya, Sangli



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LIST OF FACULTY MEMBERS FOR ILL SCHEME

Sr. No.	Name of the Faculty Member	Designation	Dept./Subject
1	Dr. R.G. Kulkarni	Principal	English
2	Smt. Dr. V.S. Gaikwad	Associate Professor	Hindi
3	Dr. A.S. Sugate	Associate Professor	English
4	Smt. Dr. N.G. Kale	Associate Professor	Marathi
5	Smt. R.G. Deshpande	Assistant Professor	Economics
6	Dr. V.M. Honmore	Associate Professor	Psychology
7	Dr. U.N. Kshirsagar	Assistant Professor	History
8	Dr. S.M. Dalavi	Assistant Professor	Marathi
9	Smt. R.V. Patil	Assistant Professor	Geography
10	Smt. D.S. Deshpande	Assistant Professor	Commerce
11	Dr. V.V. Joshi	Assistant Professor	English
12	Smt. S.S. Joshi	Assistant Professor	Home Science
13	Smt. L.B. Patil	Director, Physical Education	Physical Education
14	Smt. B.V. Maru	Librarian	Knowledge Resource Centre




Principal,
Smt. Mathubai Garware
Kanya Mahavidyalaya, Sangli