

CHAPTER 10

LIBRARY

10.1 MISSION

The University of Mauritius Library has been set up to provide the necessary bibliographic support, services and facilities to satisfy the information needs of its users, especially the registered students and the academic and technical staff of the university.

10.2 BUILDING CAPACITY AND BOOK STOCK

The University Library, located almost in the geographic centre of the campus, has an area of 32,200 square feet spread over four floors with a reading space that can accommodate 350 readers.

The library acquires, by purchase or through donations, gifts and exchange, all necessary materials to support the teaching, research and informational needs of the constituent Faculties/ Centres of the University.

The book stock consists of about 175,000 print volumes and it is divided into several sections, namely Loan Collection, Reference Collection, Law Collection, UN Collection and Mauritiana Collection. The library members also have online access to an additional collection of about 120,000 books and 10,000 dissertations in electronic format via the following electronic databases: EbscoHost (Academic and Business Source Complete, Environment Complete and Hospitality & Tourism Complete), Emerald (EM175 and the Engineering Collection), Henry Stewart Talks on Biomedical and Life Sciences and on Marketing and Management, LexisNexis and Science Direct (the 'Freedom' collection).

Free access is also available to electronic journals in the Scholarly Journal Archive (JSTOR), the Directory of Open Access Journal (DOAJ) and the Online Encyclopaedia of Life Support Systems (UNESCO-EOLSS).

The audio-visual section has a small collection of records and videotapes together with a collection of some of the older Mauritian newspapers on microfilm and also some selected documents on tape, microfilm and microfiche.

The library processes and operations are fully automated and the Web-based catalogue is available online to the general public.

Over and above the traditional supply of books and periodicals, either for loan or for reference purposes, the Library also offers the following services to its members:

- Photocopying services;
- Supply of specific articles from journals for which the library does not have a regular subscription;
- Computer literature searches;
- Access to databases, online and on CD-ROMs; and
- Inter-library loans from local libraries and from overseas libraries, mainly through the British Library Document Supply Centre.

The library also houses the Campus Numérique Francophone (CNF) of the Agence Universitaire de la Francophonie (AUF) which provides an additional online search facility as well as a document supply service for staff and students.

10.3 MEMBERSHIP

Membership of the Library is free for staff members and registered students of the University and such other categories of outside members as stipulated in the library regulations.

Members of the public who wish to have access to the library print resources may apply to the Chief Librarian, for reference consultation and reading facilities only, while those who want to consult the library electronic resources can register online and obtain the login credentials to the e-library. This category of members have to pay the relevant fees (based on the number of access days) as decided by the UoM Council.

10.4 LIBRARY REGULATIONS

10.4.1 Preamble

The University of Mauritius Act, 1971 provides in part under Section 21 (d) as follows:

“Subject to the provisions of the Statutes, the Senate shall have power to make regulations relating to (...) the use of the library.”

The University of Mauritius Regulations approved by Senate, 1971 provide Chapter III D as follows:

“25 Library Regulations

All matters of internal discipline on the library premises shall be governed by the Library Regulations. If the matter is of such seriousness that it warrants action under the Disciplinary Regulations, then the provisions of these Regulations shall prevail.”

10.4.2 Hours of Opening

Weekdays	8.00 a.m. - 6.00 p.m.
Saturdays	8.00 a.m. - 1.00 p.m.

(The opening hours may change on the decision of the Chief Librarian/ Senate/ Council)

10.4.3 Membership of the Library

Membership is open to:

- (a) University staff, part-time and visiting lecturers;
- (b) All registered students of the University of Mauritius including students following short or part-time courses/ programmes;

- (c) Other persons such as distinguished non-academic visitors, members of the University Council, researchers who may be permitted to borrow books in exceptional circumstances at the Chief Librarian's discretion.

10.4.4 Registration

All persons eligible to register as members of the University Library must complete and sign the prescribed library registration form. Members under 10.4.3 (b) will pay the appropriate fee as prescribed by the University Council from time to time.

Members should return all library books and tickets in their possession to the Chief Librarian at the termination of their respective courses/ programmes or on expiry of their membership of the University Library. A library clearance certificate will be issued to students for admission to the conferment of their university qualification.

10.4.5 Loans

All borrowers are issued with a valid UoM Library ID card for loaning out books as follows:

Academic Staff	6 books including 2 from Reserve Section
MPhil/ PhD Students	5 books including 1 from Reserve Section
Students	3 books including 1 from Reserve Section
Law students	2 books
Non-academic staff	1 book

Ordinary Loans

- (a) Academic, senior administrative and research staff of the University and visiting lecturers may borrow up to six books at a time for a period of one month.
- (b) Students (part-time and full-time) are permitted to borrow up to two books at a time for a period of up to fourteen days. A book may be renewed for a further period of fourteen days provided that no other reader has reserved it and that is not overdue. For such renewals, books must be produced at the Circulation Desk so that the appropriate date may be stamped in.
- (c) Other members of staff of the University and borrowers may borrow one book for a period of fourteen days. Renewals can be arranged under the same conditions as for students.
- (d) MPhil and PhD students may borrow up to five books at a time.

Special Loans

Books from the Reserve Section may not be taken out of the library during working hours; they may however, be borrowed one at a time overnight or over a weekend. In such cases, the book will be issued at closing time and should be returned on the next opening day before 9.00 a.m. Members may only borrow reserve books connected with their course of study.

Note:

- (a) All books on ordinary loans are subject to immediate recall.

- (b) All books must be charged out at the Circulation Desk before being removed from the library.
- (c) A reader remains responsible for a book charged out to him/her until it has been returned.
- (d) In special circumstances, the Chief Librarian may, at his/her discretion, lend books for such periods as s/he may decide.

10.4.6 Reference Materials

- (a) Reference books and certain other library materials from special collections may not be borrowed.
- (b) Books from the Mauritiana collection are not for home lending except with the special permission of the Chief Librarian.
- (c) Access to theses/ dissertations is by way of application made to the Mauritiana counter in the library.

10.4.7 Fines

The Chief Librarian is empowered to levy fines on readers who fail to return books within the prescribed time (Refer to table below).

If a fine of Rs 300/- is reached for an overdue book, the borrowing privileges of the defaulter will be suspended.

	No. of Overdue Days		
	1 – 7 Days	8 – 14 Days	15 Days and above
General Books	Rs 3 per day	Rs 6 per day	Rs 9 per day
Reserve Books	Rs 5 per day	Rs 10 per day	Rs 15 per day

10.4.8 Damage and Loss of Library Materials

- (a) (i) The Chief Librarian is authorised to collect the cost of replacing lost or damaged library materials.
- (ii) The Chief Librarian is authorised to withdraw all library privileges from any reader who wilfully damages or misuses the library or its facilities or whose conduct is deemed to be unbecoming.
- (iii) Borrowers found guilty of serious misuse of library facilities shall be reported to the Vice-Chancellor.
- (b) Borrowers are not permitted to smoke, eat or drink in the Library.
- (c) Bags and briefcases must be deposited in the spaces reserved for this purpose near the main entrance.
- (d) All items being carried out of the library are subject to inspection on exit.

None of the foregoing Regulations can be interpreted as a prejudice to the general stipulations of the General Regulations and Disciplinary Regulations approved by the Senate on 21.09.71 or as they may be amended by Senate from time to time.