

APPENDIX-6

**RAJIV GANDHI NATIONAL AVIATION UNIVERSITY
(A Central University)**

**NORMS FOR BOOKS, LIBRARY, COMPUTER, SOFTWARE, INTERNET,
PRINTERS**

A. Computers, Software, Internet and Printers

Sl No	Programme		Number of PCs/ Laptop to student ratio (Minimum 20 PCs)	Legal System Software @	Legal Application Software **	LAN & Internet	Printers including Colour Printer (% of total number of PCs/ Laptops)
1.	Engineering and Technology (AICTE Approved)	Diploma / UG	1:6	3	20	ALL	5%
		Post Graduate	1:4				
2.	Engineering and Technology	Diploma / UG	1:6	1	20	ALL	5%
		Post Graduate	1:4				
3.	Science (DGCA Approved)	Diploma / UG	1:8	1	10	ALL	5%
		Post Graduate	NA				
5.	Science	Diploma / UG	1:8	1	10	ALL	5%
		Post Graduate	1:8				
5.	Management (AICTE approved)	Diploma / UG	1:8	1	10	ALL	5%
		Post Graduate	1:6				
7.	Management	Diploma / UG	1:8	1	10	ALL	5%
		Post Graduate	1:6				

Mail Server and Client is Desirable

** Includes Plagiarism checking Software

@Adequate number of software licenses is required

B. Internet speed required for Institution

Sanctioned Intake	Internet Band width (1:1)*
up to 300	100 Mbps
301 - 600	300 Mbps
601 - 900	500 Mbps
>900	1Gbps

*In case of Non-Availability of Bandwidth in a Single Connection, Multiple connections shall be ensured to fulfil the specified Norms. At least 8 Mbps Wi-Fi connectivity and hotspots shall be made available where ever required (minimum 5 Hotspots) Arrangement to view NPTEL/ SWAYAM & SWAYAM PRABHA etc. shall be made available.

- i) Utilization of Open Source Software shall be encouraged.
- ii) Secured Wi-Fi facility with reliable hardware is highly recommended. Utilization of indigenized Video conferencing facility is recommended.
- iii) Library, Administrative Offices and Faculty members shall be provided with exclusive computing facilities along with LAN and Internet. This shall be considered as over and above the requirement meant for PCs to student’s ratio.
- iv) Central Photo copying facility for students is preferred.
- v) PC shall also include Laptop in the inventory of the Institution.
- vi) Effective utilization of ICT / Research / Other academic related facilities extended by agencies / organizations.

C. Laboratory Equipment and Experiments

The Laboratories shall have Equipment as appropriate for experiments as stated/suitable for the requirements of the University program curriculum/syllabi It is desired that the number of experimental set-up be so arranged that maximum four students shall work on one set.

D. Books and Library Facilities

Sl.No	Programme	Total Number of Divisions	Titles	Volumes	Reading Room Seating	Multimedia PCs for Digital Library/ internet Surfing located in the reading room
			Number		% of Total Students	% of Total Student

1.	Engineering and Technology (AICTE Approved)	B	100#	500xB#	15 % (Max. 150)	Minimum 10
			50* per program	250 per*Program		
2.	Engineering and Technology	B	100#	500xB#	15 % (Max. 150)	Minimum 10
			50* per program	250 per*Program		
3.	Science (DGCA Approved)	B	100#	500xB#	15 % (Max. 150)	Minimum 10
			50* per program	250 per*Program		
4.	Science	B	100#	500xB#	15 % (Max. 150)	Minimum 10
			50* per program	250 per*Program		
5.	Management (AICTE approved)	B	100#	500xB#	25 % (Max. 100)	Minimum 10
			50* per program	250 per*Program		
6.	Management	B	100#	500xB#	25 % (Max.100)	Minimum 10
			50* per program	250 per*Program		

B (in the above table) - Number of Divisions at First year

1#	Book Titles and Volumes required at the time of starting a new Technical Institution equally distributed per subject.
2*	Annual Increment equally distributed per subject.
3	Total number of Titles and Volumes shall be increased in continuation till 10 years from the starting of the program(s), which shall be the minimum stock of Books. Institutions shall have to add an annual increment of Books based on the changes in Curriculum and Syllabus from time to time by the RGNAU. NOTE: After 10 years as per the University program Curriculum and Syllabus, the Older Edition Books shall be replaced with latest edition by 5% of the total minimum Books required for that Programme.
4\$	Component for additional Division/ Program.
5	Books shall also include subjects of Science, Humanities, Management and Social Science as per the requirements of the Curriculum and Syllabus.
6	Digital Library facility with multimedia facility is essential.
7	Reprographic facility in the Library is essential.

8	Document scanning facility in the Library is essential.
9	Library Books/ non-Books processing as per the standard classification and cataloguing system is essential.
10	Facilities to access the Online Programs is essential.
11	Library automation software including Bar coding is desirable.
12	Up to 66% of the total number of Titles and Volumes may be in the form of e-books with intranet access is mandatory in case of Post Graduate Level Programme(s) and shall be desirable in case of UG/ Diploma Programme(s). Member in NDL/ Indian National Digital Library in Engineering Sciences and Technology (INDEST) or any other National Consortium is permissible for e-books.
13	The Institution shall be a member of National Digital Library. Aggregators shall also be used.
14	NDL membership for faculty and students is highly desirable.

E. Subscription of Journals

Programme	Total Number of Program	Journals Published in India	Journals Published at Abroad
Diploma	N	6x N	Desirable
Under-Graduate Degree programmes	N	6x N #	Desirable
Post Graduate Programmes	N	6x N #	6x N #

N = Number of programs.

- i) Journals/Periodicals/Magazines are for providing exposure to new products /ideas/ concepts etc.
- ii) All the Journals in the Library are to be —subscribed and at least 25% are to be indexed by Scopus/ Web of Science/ Medline
- iii) It is desirable to procure the hard copy of Journals published abroad. However, subscription to Journals published in India is essential. e-journals are recommended.
- iv) As per the Programme(s) offered by the Institution, relevant e-journals from Web of Science or Scopus shall be subscribed.