

ANNUAL REPORT

2022 - 2023



FCCU LIBRARIES

Forman Christian College
(A Chartered University)
Lahore

WELCOME

We are excited to present a comprehensive overview of the past year which highlights the contributions our library has made in terms of supporting research, teaching and learning with our efficient services.

This annual report which happens to be our first is a testament of the dedication and hard work with which library staff have worked throughout the year. Their unwavering commitment to providing access to information, supporting research through workshops, conducting information literacy programs at various levels, answering reference queries in a timely manner, curating and archiving endangered rare materials, assigning metadata and romanization, keeping the library open for longer hours especially during exam days to facilitate students and serving them with passion. This speaks volumes about the skill and expertise of the library staff working in their respective areas. Therefore, I would like to take this opportunity to appreciate the untiring efforts of the Library and Information Commons staff for their efforts in providing excellent services to our community.

While exploring this report including stories, events, statistics and insights that depict the incredible journey of the library in the last year in terms of building international linkages, collaborating internationally on projects as well as on the campus that will have a transformative impact in the future.

In the end I would also like to thank the unwavering support of the library users for their continued trust and support in our library services which is the heart and soul of any library. The university administration has also been extremely supportive throughout the last year for the library which is essential to the success of academic libraries.



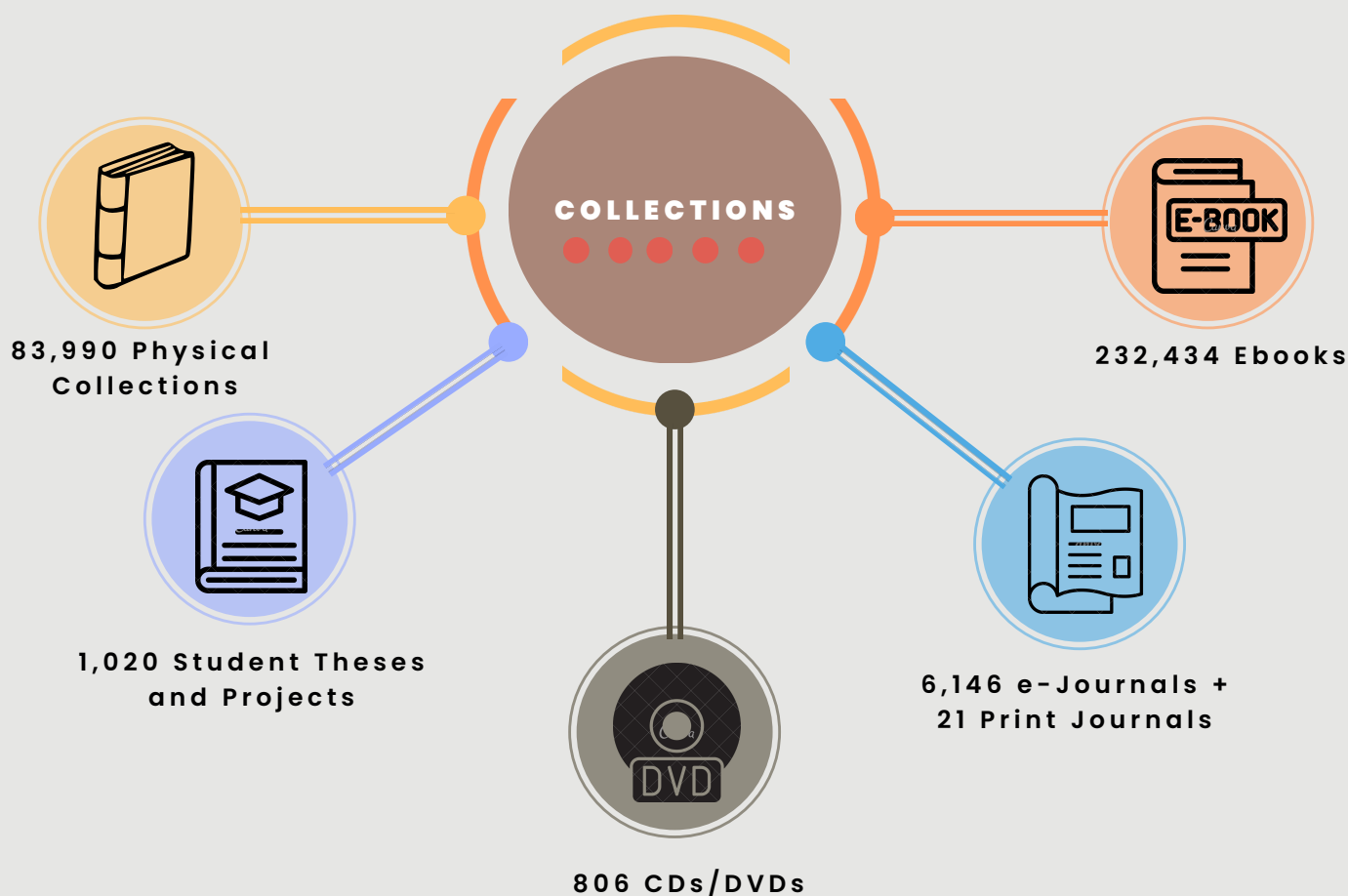
Farrukh Shahzad
Chief Librarian

MEETING THE INFORMATION NEEDS OF ACADEMICS

Library Collections

The library maintains a rich collection of physical resources to meet the information needs of the various academic programs at the University. Throughout the last year the Library Acquisition department kept close coordination with all departments in order to assess their needs and requirements to purchase library collections accordingly. Our library collections not only support curriculum but also foster scholarly inquiry and interdisciplinary exploration. During FY 2022-23 a total number of 751 physical collections were added to the library in the form of purchases and gifts/donations.

Besides print collections the library also maintains a rich collection of electronic resources including e-journals and e-books databases providing 24/7 access to these resources. We were able to continue our subscriptions to HEC Digital Library, Ebscohost Academic E-books Collection, Jstor and Case Center.



DIGITIZATION AND ARCHIVING RARE MATERIALS

Digital Preservation and Archiving

In an era characterized by rapid technological advancement and the ever increasing importance of digital information, we have put much focus during the last year on digitization and archiving of rare materials. A collection of over 700 photos dating back to early 1900s of various events and buildings of the college as well as some general buildings from various places of the pre-partition India were scanned and assigned metadata where available to make them searchable on our digital archives at <https://fccdigitalarchives.contentdm.oclc.org/> during the last year. We are planning to expand our digitization further in the next year to scan and preserve the rare books that we have in our library to further strengthen our digital collections.

Metadata & Romanization

Along with digitization it is utmost important to assign metadata to make it searchable with the right keywords. We have done a lot of work in this regard during the last year including assigning metadata to rare photos collection, completing bulk of metadata of Nur-i-Afshan archives. Keywords of over 300 issues of Nur-i-Afshan were assigned and 250 issues of Nur-i-Afshan archives were Romanized to complete the Romanization project. The metadata librarian ensures adherence to international standards while assigning metadata. We are now looking to complete assigning keywords to Nur-i-Afshan to make it searchable by the most possible keywords on our digital archives so that researchers can get maximum benefit from this resource.

Forman Digital Repository

This year we started uploading and archiving institutional publications starting with Monthly Rector's Update, Departmental Newsletters, Annual Reports and Conference Proceedings in an effort to preserve the intellectual output of the university for future generations. Most of the newsletters and Rector's updates have already been uploaded along with metadata and it is publicly accessible from our University website. We plan to also include student theses & projects and digitized rare books in the repository as we move forward in the next one to two years time.

INTERNATIONAL LINKAGES

AMICAL Consortium

Forman Christian College- A Chartered University is an affiliate member of AMICAL which is American International Consortium of Academic Libraries. This consortium promotes institutional collaboration among its members in areas concerning Libraries, Faculty and Technology. During the last year we have benefited a great deal from AMICAL including small grants, collaboration opportunities on OERs, discounted OCLC services and e-resources and annual conference participation. AMICAL fully funded a group of eight participants and partial funding for one participant to attend AMICAL 2023 Annual Conference that was held from 24-26 May, 2023 at Al-Akhawayn University in Ifrane, Morocco.

1. Farrukh Shahzad, Chief Librarian
2. Dr. Rukhsana Zia, Head CLT
3. Mehreen Tahir, Librarian
4. Madiha Asghar, Librarian
5. Anish Arif, Education Developer, CLT
6. Adeel Khalid, Faculty, English Department
7. Dr. Ambreen Javed, Faculty, English Department
8. Maheen Zia, Faculty, English Department
9. Dr. Zammurad Awan, Faculty, Political Science



OCLC Membership

Ewing Memorial Library is also a member of OCLC which is a leading global body providing technology-based services in libraries. Last year we made extensive use of these services through the OCLC Respond Program. Through OCLC Worldshare we are part of an International Inter-Library Loan arrangement through which we have provided over 120 documents through ILL fulfilling requests received from various countries. Our library catalogue is also searchable from OCLC's WorldCat as our bibliographic records are regularly updated on WorldCat. This enables us to collaborate internationally in terms of resource sharing specially with our AMICAL member institutions which is now becoming very important considering the evolving needs of the students and faculty members, it is becoming increasingly difficult for institutions to meet all needs and requirements on their own.

Furthermore, Mr. Farrukh Shahzad, Chief Librarian is elected member and delegate of OCLC Asia Pacific Regional Council and Global Council respectively for a term of three years starting from November, 2022 to November, 2025. This provides us opportunities to discuss challenges faced by libraries in various regions, strategies and course of action along with other professional development opportunities through webinars and sometimes face-to-face events.

INTERNATIONAL LINKAGES

Collaboration with University of Maryland, College Park, USA for developing URDU OCR Platform

We formally started our collaboration with the University of Maryland, College Park, USA to develop an URDU OCR platform as part of OpenITI AOCF Phase II funded by the Andrew W. Mellon Foundation at the start of the previous fiscal year. The Ewing Memorial Library team made rapid progress in the first phase of the project which included producing training data to increase accuracy of the software. The activities in producing training data including scanning, transcribing, correcting mistakes, line adjustments and defining regions for better accuracy. We are mainly working on two Urdu typefaces including the widely used Nastaleeq and Nasakh. The second phase of the project includes building a corpus of around one hundred classic works in Urdu literature which we will start in the next year.

Mr. Farrukh Shahzad, Chief Librarian travelled to University of Maryland, College Park, USA to participate in a two days expert workshop that discussed issues, challenges and the way forward in terms of developing OCR of right to left languages, its reading environment for end users and how to improve the platform used for right to left languages OCR the "e-Scriptorium".

INFORMATION LITERACY INSTRUCTIONS PROGRAM

The Information Literacy Program

The Ewing Memorial Library team runs a comprehensive two part Information Literacy Instruction Program for Freshman students during Fall and Spring semesters. This program includes a detailed hands-on session on library resources, library portal, searching techniques, finding and evaluating authentic information and differentiating between a journal and magazines. The second part includes Library and Information Commons Tours to make students aware of library services, collections/resources and its arrangement, Information Commons facilities to ensure they make best use of these facilities and services. During the Academic Year 2022-23 the library team conducted over all 67 lab sessions and 60 Library and Information Commons tours.

Assessment of The IL Program

During the last year we conducted a pre-and post assessment exercise of the Information Literacy Program in order to assess the effectiveness of our IL program and areas where we can improve. We employed survey methods as well as focus groups with students to fulfill our purpose. The pre-survey was administered to the students before conducting the IL sessions and a post-survey was conducted after a gap of three months. A total number of 301 students attended both IL sessions including the library tour and also filled pre-post assessment surveys. The data collected from these students was analyzed and the results showed significant improvement in students' knowledge and awareness about library resources after the Information Literacy Program.

OPEN EDUCATION RESOURCES INITIATIVE

Adoption of Open Education Resources (OERs) at FCCU

The Ewing Memorial Library team in collaboration with the Center for Learning and Teaching started an initiative of adoption of Open Education Resources since rising costs of traditional textbooks and issues of affordability by students are a primary concern for the library, faculty, and students. Open Educational Resources (OERs) remove restrictions around copying resources & reduce the cost of accessing educational materials. This collaboration between Library and CLT became international when we asked an OER expert Librarian Dalal Hakim Rahme from American University of Beirut which is also a member institution of AMICAL to guide our team for adoption of OERs in a pilot project and she agreed.

The Library and CLT team worked together in adopting and administering a survey to assess OER awareness and readiness among our faculty. This study was also accepted at AMICAL Annual Conference 2023 at Al-Akhawayn University in Ifrane that was held on May 24-26, 2023. AMICAL also provided our team an opportunity to have a face to face collaboration sprint with the expert Dalal Rahme in the "Project Incubator" session on the pre-conference day. We are now looking forward to working with our faculty member who was also part of our team at the conference for adoption of OERs for the Writing and Communication course as a pilot project.

RESEARCH WORKSHOPS

Advanced Searching Techniques

Ms. Mehreen Tahir conducted a workshop on Advanced Searching Techniques/e-Library organized by CLT department as part of their research methodology courses. Participants from 75+ universities in Pakistan registered for the workshop including faculty, staff and research students. The purpose of the workshop was to introduce advanced search features using Boolean Logic, applying search filters, evaluating information sources and understanding the concept of references and citations to enhance literature searching techniques of participants. This workshop was attended by more than 122 participants from various universities of Pakistan.

Citations Managers

The second workshop of the research methodology course offered by CLT was also conducted by Ms. Mehreen Tahir, Librarian at the Ewing Memorial Library. This workshop focused on managing citations, adding in-text citations and organizing your research with a citation manager. Mendeley which is a freely accessible and easy to use citation manager was used in this workshop. Various features including importing and creating citations, in-text citations in Word documents, creating bibliography were discussed during the workshop. This workshop was attended by more than 100 participants from various universities across Pakistan.

STUDENT SUPPORT SERVICES

With rapid technological advancements the students' needs keep evolving and with that we focused on offering innovative library services during the previous year which included greater emphasis on virtual services, 24/7 access to e-resources and digitization to expand our digital collections. We continued our unwavering commitment in providing the following services which play an important role in student success.

- Information Literacy Instructions to make them informed learners
- One-to-one training sessions at Helpdesks
- Virtual Reference Services through library email
- Reference and research assistance including citation management and writing styles
- On and off campus access to the e-resources accessible at FCCU
- Books check-in, check-out and renewal services remain open till the library closing hours
- Meeting rooms and collaborative learning spaces in Information Commons
- Desktop workstations and loanable laptops
- Headphones and Webcams to attend online classes and sessions, if needed
- Extended library hours, specially during exam days to facilitate students, the library remains open late at night on Saturday as well
- Inter Library Loan Services

TURNITIN SERVICES FOR PLAGIARISM DETECTION

The Ewing Memorial Library took over the responsibility of managing Turnitin services for plagiarism detection during the previous year. It included managing administrator rights, creating faculty accounts, creating requests for deleting mistakenly submitted papers from the repository and deleting students' accounts at the end of the semester. Furthermore, we provide assistance to faculty in creating classes in their Turnitin accounts for the submission of papers by students directly for plagiarism detection reports. Last year, the usage statistics of Turnitin are given below.

Turnitin Usage Statistics July 22 - June 23		
Sr #	Account ID	65733
1	Account Name	Forman Christian College
2	Total Number of Students	7068
3	Total Submissions	12127
4	Similarity Reports	12190

STAFF ACHIEVEMENTS

During the previous years our library members made significant achievements which speak volumes about their dedication, commitment, skills and global recognition.

- Mr. Farrukh Shahzad, Chief Librarian was elected as a member and delegate of OCLC Asia Pacific Regional Council and Global Council respectively for a term of three years starting from November, 2022 and ending in October, 2025. This allows Mr. Farrukh to be part of the global library leader's community which comes together on OCLC platform to discuss challenges faced by libraries, future needs, improving library services to meet evolving needs of library patrons along with other concerning issues through webinars, online meetings and sometimes face to face events on topics of mutual interests.
- Mr. Farrukh Shahzad, Chief Librarian was awarded honorary membership of ALA, American Library Association for a period of one year starting from August 01, 2022 till July 31, 2023.
- Mr. Moqueet Afzaal was awarded a small grant of £1990 as a program fee by AMICAL to participate in the British Library International Leaders program to be held in London from July 12-19, 2023. In addition to that he was also awarded a pre-departure grant and stipend amount under the British Council of Pakistan. A contribution of £2,000 will be made in two parts: a pre-departure grant of £1,000 payable in Pakistani rupees to cover airfare and visa costs, and a stipend of £1,000 payable once he arrives in the UK to cover accommodation expenses.
- Ms. Mehreen Tahir, Librarian & Ms. Anish Arif, Education Developer and Coordinator CLT presented a poster entitled "Are We Ready to Go Open? Faculty preparedness for adopting OERs in their courses at FCCU" at AMICAL Annual Conference held at Al-Akhawayn University in Ifrane, Morocco from May 24-26, 2023.
- Ms. Mehreen Tahir, Librarian, Ms. Madiha Asghar, Librarian, Ms. Anish Arif, Education Developer and Coordinator CLT and Mr. Adeel Khalid, Faculty English Department proposed "Project Incubator" session for "Adoption of Open Education Resources at FCCU" was also accepted for the AMICAL Conference 2023 where they had the opportunity to have a face to face full day collaboration sprint with the expert Dalal Hakim Rahme on OERs to discuss the survey results, OERs resources creation and adoption and a way forward to adopt OERs as a pilot course.


LIBRARY EVENT ON IEEE XPLORE CHALLENGE

The Ewing Memorial Library in collaboration with AJ DefTek Consultants organized hands-on training sessions on IEEE Xplore followed by a quiz which gave the opportunity to win exciting prizes like Apple iPad Air for first prize and iPad 10 from second to tenth position throughout universities across Pakistan. This training followed by the quiz was attended by around 120 students in three sessions throughout the day. At the end of the session valuable giveaways were also given via lucky draw to the students.

BY THE NUMBERS

FCCU LIBRARIES (JUL 2022 - JUNE 23)

TOTAL OPENING HOURS



Ewing Memorial Library
3580 HOURS
Information Commons
2712 HOURS

LIBRARY VISITORS



Ewing Memorial Library
201,824
Information Commons
141,220

TOTAL CHECKOUTS




Books - 8,792
Laptops - 13,622
Desktops - 30,446

INFORMATION LITERACY INSTRUCTIONS



Hands-on Lab Sessions
67
Library Tours
41

DIGITAL DELIGHT
Articles/Ebooks Downloaded




Jstor- 54465
Springer Link - 29271
Taylor & Francis - 13044
Wiley - 11417
Informs - 45
Ebscohost Ebooks - 2246
Total: 110,488

INTER LIBRARY LOAN REQUESTS



ILL Items Received
110
ILL Items Loaned
73

Reference Queries Answered
Articles/Ebooks/Citations



Library/IC Helpdesks - 861
Library Email - 1546

Meeting Room Reservations



Ewing Memorial Library - 211
Information Commons - 352

Library Collections Added

Total - 751
Purchased Books - 86
Thesis & Projects - 264
Book Donations- 401

Forman Digital Repository

Items Added
Rector's Update
30
Departmental Newsletters
75

LIBRARY WEB PAGES



<http://>

[LIBRARY WEBSITE](#)
[LIBRARY IPORTAL](#)
[DIGITAL ARCHIVES](#)
[INSTITUTIONAL REPOSITORY](#)
[LIBRARY FACEBOOK PAGE](#)

CONTACT US



Library Helpdesk
Ext - 392
IC Helpdesk
Ext - 554
Library Email
library@fccollege.edu.pk

LIBRARY IN SNAPSHOTS 2022-23

