

**COLLECTION DEVELOPMENT AND SERVICES IN
THE LIBRARIES OF TECHNICAL INSTITUTIONS
IN VARANASI AFFILIATED TO AKTU: A STUDY**

**ABSTRACT OF
DISSERTATION**

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ABSTRACT

1.1 INTRODUCTION

A library is an important for knowledge and information for the universal characteristics. The libraries square measure meant because of the heart center of any establishments for promoting teaching. The recognition of library principally depends on the sorts of materials collected and on the degree of intensity in the assortment. However, it's evident that the library cannot offer everything that the users would like and it's become a lot of apparent within the lightweight of gift money constraints and unprecedented increase within the revealed documents.

This study done have a survey of libraries of technical institutes in Varanasi related to Abdul kalam technical university (AKTU). The survey seeks to work out the character of the gathering, tools that square measure accustomed access it, maintenance of assortment, services provided by them, information Communication Technology application and therefore the faces of the user population. Technical institutes naturally provide credential courses and degrees courses in some engineering, technology, management etc.

A library is an indispensable institution in any dynamic, civilized and literate society which serves the important role of preservation, storage and dissemination of knowledge which has been accumulated as a result of rigorous efforts of wise men over a period of time. Ever since man learnt to read and write, the desire to preserve knowledge and extend it to others for common benefit, led to the evolution of books and manuscripts. The systematic collection of written documents and its organization and management for the benefit of others gave rise to libraries right from the beginning of recorded history. With the passage of time, libraries developed into important social institutions caterings to the varied interests and needs of people equipping them with the necessary knowledge and enhancing enrichment of their literary and academic taste.

Libraries are rightly called the store house of valuable knowledge contained in the form of invaluable books, journals, magazines, dissertations, research papers and many other forms of information material. Libraries play an important role in the furtherance and promotion of knowledge and education of individuals in any modern society leading to social, intellectual and economic development. Hence, it is very essential for the progress of any developing society

that there are good libraries which are capable to satisfy the different needs of academic and scientific community in their respective disciplines. The rapid pace of developments in the last century have led to the generation of gigantic amounts of information and valuable knowledge which has posed a serious challenge for the handling and the proper management of ever increasing number of volumes day-by-day. On the other hand the user expectations are very much on the increase and become highly demanding. In order to meet the new challenges, new methods have been devised with the adoption of modern technologies available in the field of library and information science. Tremendous advancements in the field of computer science, electronics, telecommunications and information technology have greatly helped the modern libraries to cope up with the serious challenges posed to libraries due to information explosion and growing user expectations. The changing scenario has led to the development and modernization of libraries. Now the libraries can store information and knowledge in various kinds of documents in both print and electronic medium.

The utility and efficacy of a library depends to a great extent upon the nature, quality and strength of its collection. Depending upon the nature of clientele and services, the libraries have been categorized into Public Libraries, Special Libraries and Academic Libraries. Therefore, it is imperative upon the library management to assess and determine the exact nature of user's demands and expectations and accordingly devise and frame a suitable and appropriate policy for the selection and acquisition of documents. This would be a right approach to achieve a good collection development. Due to budgetary limitations there is usually always a financial constraint which has a regulating effect and needs to be prudently balanced in order to meet the user's needs. Only a strong and good collection development can serve the basic aim and purpose of a library. Collection development is a complex process involving several factors both within and outside of the library. The most important among these are the library's own structure and organization, the producers and distributors of the materials available for collection, and other libraries catering to similar user communities. Taking into consideration the relationship between the libraries objectives and the actual process of developing the collection to achieve those objectives, it is possible to formulate some general principles about collection development. In this presentation, an effort has been made to consider and analyze the various aspects of formulating a good collection development policy for academic libraries. A thorough study has been made of a selected Academic Library in Uttar Pradesh i.e. in the Varanasi affiliated to

Abdul kalam technical university , by conducting a first Hand survey of that library. A suitable questionnaire has been designed to collect the relevant data and information regarding the library collection. The data collected in this manner has been analyzed in detail to arrive at concrete results. This study gives a thorough and deep insight into the various elements and issues involving the formulation of a good and effective collection development policy which can successfully fulfill the basic aims and objectives of the library and achieve a greater degree of users' satisfaction.

1.2 COLLECTION DEVELOPMENT

Collection development is systematic planning and rational building of library material. The term includes all activities involved in assessing the users' need, evaluating the present collection, determining the selection policy, coordinating the selection of items, re-evaluating and storing parts of the collection and planning for resource sharing. It is not a single activity, but an agglomeration of activities (Parameswaran, 1997). Similarly ALA Glossary of Library and Information Science (1983) defines collection development as, “ a term which encompasses a number of activities related to the development of the library collection, including the determination and coordination of selection policy, assessment of needs of users and potential users, collection use studies, collection evaluation, identification of collection needs, selection of materials, planning for resources sharing, collection maintenance and weeding” Shipman, (1975) has also defined it as “the sum total of library materials; books, pamphlets, manuscripts, punched cards, serials, government documents, microfiches and computer tapes, etc. that makes up the holdings of a particular library. In other words, it is planned; systematic development of an already existing collection.” Collection development is a plan which can be implemented and evaluated. The process involves three main aspects:

- Collection planning- a design to acquire documents.
- Collection implementation -process of making documents available.
- Collection evaluation -examining and judging the relevance in relation to goals and objectives.

Collection development is actually a blue print for the maintenance and expansion of the library's collection in all formats. It is based on a strategic policy which is responsible for

Selecting materials for the library to understand the philosophy and rationale that guides the development of collection. With this, the library is able to allocate acquisition funds wisely, shape a strong collection and inform the user community about the nature of collection. University of Connecticut School of Law (2003) also defines collection development as “It evolved to emphasize the needs of users and to assess their changing attitude towards the collection. Collection development is sometimes considered as synonymous to „collection building“ which means that there is already a nucleus (the central and most important part of an object, movement, or group, forming the basis for its activity and growth) of collection in the library and the librarian is going to build up the collection”. Since the beginning libraries have been providing various services such as issuing books and personally guiding users to the actual source. The vast array of services that most of the libraries provide consists of circulation, Reference, reprography, Translation, current awareness and selective dissemination of information etc.; but now the mode of services have been drastically changed to provide access to resources rather than providing the documents itself. This paradigm shift is because of the ICT revolution that has compelled libraries to modify the existing mode of services. This developmental change has not only occurred in Academic Law Libraries, but also court libraries and government law libraries in Delhi.

1.3 STATEMENT OF THE PROBLEM

The problem for this study is entitled an “**Collection Development and Services in the Libraries of Technical Institutions in Varanasi Affiliated to AKTU: A Study**” The library is demanded to be the guts of an educational establishment. The data explosion prevailing within the gift day world has created totally different issues to the society.

1.4 OBJECTIVES OF THE STUDY

The different objectives are determined for conducting the study as follows-

- To reveal this standing of total classification accessibility within the libraries of technical institutes underneath the study.
- To know the character of the classification of libraries technical institutes.
- To know the scale and strength of libraries of technical institutes.

- To know the gathering development policy of libraries of technical institutes.
- To grasp regarding the factors for the choice of documents in libraries of technical institutes.
- To know the procedure of acquisition of documents in libraries of technical institutes.
- To assess to what extent users square measure glad about the gathering and services of libraries of a technical institute.

1.5 HYPOTHESES

In this study, the subsequent hypotheses are formulated-

H01 Collection development within the libraries of technical institutes is affected principally because of the shortage of fund.

H02 the shortages of qualified staff, the technical libraries haven't been able to adopt ICT for classification development and to increase fashionable services.

H03 Lack of removing policy may be a major barrier in classification maintenance of the libraries of technical institutes in Varanasi.

1.6 SCOPE OF THE STUDY

The study covers solely AKTU related technical institutes in Varanasi the study square measure restricted to the policy of assortment development services within the technical institutes' libraries.

The following private technical institutes of Varanasi square taken underneath the study.

- Ashoka Institute of Technology and Management (AITM), Varanasi
- Kashi Institute of Technology (KIT), Varanasi
- Raj college of Management & Sciences, Varanasi
- School of Management Sciences, Varanasi
- Institute of Computer Science Technology, Varanasi
- Jeevan Deep Institute of Management & Technology, Varanasi
- Saraswati Teaching & Technical faculty of Engineering, Varanasi

1.7 METHODOLOGY

The type of research used for the present study is descriptive research which includes fact-finding enquiries of different kinds. The present study has been conducted to investigate the

collection of the libraries affiliated to the ATKU in Varanasi. Survey method is adopted for the study and questionnaire is used as tool for data collection. A total of 7 questionnaires have been distributed among Librarian of the institutions and all are received back. And 154 questionnaires have been distributed among seven institutions and 154 responses have been received.

1.8 FINDINGS:-

1. The findings show that in all selected institution libraries of AKTU have lack of staffs and all seven institutions have total 47 numbers of staffs in which no semi-professional and technical assistant staffs have in entire institutions.
2. The analysis data revealed that these institutions Library not have any print collection other than text books, reference books, printed current journals, popular magazine, newspapers etc. Non-print collection like E-books available at AIT, KIT, and RAJ SMS only.
3. These institutions are most satisfied, and satisfied with their print collections, and few institutions just satisfied, and unsatisfied with their non-print collections.
4. The study found that almost institutions library provided very less services, in all institution, only SHEAT institute provided highest numbers (16) of services, and AIT, ICST provided most less numbers of services in libraries.
5. Most of the institutions are using the DDC scheme and AACR-2 code for classification and cataloguing in their libraries.
6. Out of all institutions, KIT institute provided the last three years 9 lakhs annual budget to the their library which was highest in compare to all institutions, while ICST institute allocated only 1 lakhs annual budget in compare to all institutions.
7. The study found that institutions' libraries are used electronic devices like as scanner, printer, barcode scanner, CCTV etc. them has no RFID technology available at any institutions.
8. The study depicts that in all institutions' libraries used mostly publishers' catalogues, booksellers' tools for library books selections.
9. Majority of the institutions mentioned that their library have almost automated while SHEAT and SMS institutions library have fully automated.

10. Most of the institutions including AIT, RAJ SMS, SMS, ICST, and SHEAT used free software and commercial software for library automation.
11. Only KIT and SHEAT institutes are using the KOHA library automation software in library. Libsys software is using in the AIT, RAJ SMS institutes.
12. In these institutions, AIT, KIT, RAJ SMS, SMS SHEAT have collection development policy, while JDIMIT, ICST do not have collection development policy.
13. In these institutions including AIT, KIT, RAJ SMS, SMS have written policy. Only KIT institute have unwritten policy.
14. All institutions libraries have fully fledged documented.

1.9 CONCLUSION:-

Collection development is vital activity of any library. Providing an up-to-date, adequate and balanced collection both qualitatively and quantitatively to meet the ever changing needs of the user community effectively is the primary duty of any library. It is observed that very few libraries of technical institutes framed the collection development policy for development and management their traditional and e-resource collection. Collection development policy gives certain guidelines to build a rich collection, so it is necessary for all libraries.

It defines the collection building and establishes objectives of a collection development to the objectives of the institutions. In order to coherence, a collection development policy must be written one. A written collection development policy is an indispensable tool for guiding all activities like planning, budgeting, selecting and acquiring library materials.

Libraries of technical institutes should have skilled and professional staff to undertake the collection development and management activities. Of the libraries studied (Engineering Institutions), majority numbers of libraries (85.7%) opined that they have manpower shortage the libraries of technical institutes have no proper budget provision for smooth running of the library. Since IT is playing an important role in the library, separate budget is to be provided which is still lacking in the libraries of technical institutes. Of the 7 libraries of technical institutes under the study, no library has been found to follow a standard policy for on analysis of the data; it is found that libraries are not properly equipped with computer.

Users are not acquainted with the E resources to get their information due to the lack of ICT facilities in the libraries. The mindset of the librarians should be changed to cope up with the needs of the present ICT The study humbly concludes that most of the libraries of technical

institutes in need proper collection with adequate ICT infrastructure including hardware and software. Besides, as already stated the library staff should be trained properly to handle the resources available in their respective libraries.