

## **Challenges and Possibilities for collection development & Management at Govt Degree College Baramulla: An Experience at Library.**

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### **Abstract:**

Collection development refers to the process of systematically building library collections to serve study, teaching, research, recreational, and other needs of library users. The process includes selection and deselection of current and retrospective materials, the planning of strategies for continuing acquisition, and evaluation of collections to determine how well they serve user needs. Overall, collection development encompasses many library operations ranging from the selection of individual titles for purchase to the withdrawal of expendable materials. The primary goal of library collection development efforts is to build a collection that supports the needs of the undergraduate and Post Graduate programs at Govt Degree College Baramulla (GDC). Because the library also recognizes its responsibility to respond to the research needs of the faculty and provide access to specialized information sources, the library participates in and encourages cooperative collection development and resource sharing with other libraries. Selection policies and practices play fundamental role in developing a strong collection. It is not an end in itself, but a means to develop a need-based, up-to-date, and balanced collection fit to meet the document and information needs of the users. Collection development is a dynamic and continuous activity. It involves the users, the library staff, and the subject experts on selection team.

This paper mainly deals with the activities of collection development of GDC Baramulla library. It also discusses the growth of books and periodicals at GDC library since its inception. It also highlights the user involvement in acquisitions of reading materials, allocation of budget and vendors competitiveness.

**Keywords:** *Collection Building, Collection Management, and Library Acquisitions, Library Resources*

## Introduction

Since the dawn of the civilization man has been striving to know the unknown. On the long voyage of exploration of unknown, man has collected uncountable pearls & pebbles and tried to preserve them. Undoubtedly, this is a very fundamental attitude of mankind that initiated the concept of preservation of thought contents or knowledge, that concept of preservation gave rise the concept of library latter on and that knowledge are bringing in various form of library collection (**Thanuskodi & Amsan, 2013**). Collection means the holdings of materials. In library aspects collection means the several types of documents- Books, Periodicals and Serials, Govt. Publications, Academic Thesis & Dissertations, Research Reports, Annual Reviews, Conferencing Proceedings, Pamphlets, Standards & Specification, Patents, Trade Literature, Maps, Atlases, and Globes, Photographs, Illustrations, Painting, Microfilms, Microfiches, Rare Books, Manuscripts, Slides, Audio Cassettes etc. and with the advent of electronic media like computerized databases, Floppies, CD-ROM, DVD, e-journals, e-books, Internet etc. with other special materials in addition to books as principal constituent. The Building means development of those documents other special materials in addition to books as principal constituent.

The GDC Baramulla Library is backbone of the institute. In the fast globalizing world, when everything is becoming knowledge-centric, one cannot undermine the role of libraries in disseminating knowledge and information to the vast community of knowledge-seekers. The library is operating in a highly automated environment. It feels good to see that the GDC Baramulla library has flourished as one of the key resource centers of the College. Collection development is the process of evaluating what is published and making purchasing recommendations based on these evaluations. Librarians identify the best resources for the needs of their users. Originally based on printed items, this process has evolved to include audio, video, and now digital items. The basic concepts of collection development remain the same regardless of resource format. However, there are special considerations when applying these principles to digital library collections Librarians should ensure their proposed collection will contribute not only to their own organization's needs but to the collective resources available to all (**Jena,2012**).

Collection development is one of the most important activities of a library and information centre, be it small and specialized, large and academic (**Giri, Sen & Mahesh, 2015**).

As defined by Evans, it is the process of making certain that the library meets the information needs of its user population in a timely and economic manner, using information resources produced both from inside and outside the organization. This process involves several components that include, the library's mission, assessment of patron's needs, strength and weakness of the existing collection and tools for identifying the relevant and quality materials (**Kumar, 2012**).

As a consequence, libraries are to acquire multiple copies of many books. But decision on the number of copies of a book to be acquired for libraries is largely based on assumption on anticipated use, availability of funds, or even physical space (**Behera & Singh, 2011**).

### **The Library**

The Govt Degree College Baramulla is one of the Leading educational institutes set up by the State Government of Jammu and Kashmir India in 1965. The mission of the Institute is "to help improve the management systems with regard to business, industry, and public services through pursuit of excellence in management education, research, and training." To support the various management programmes. The GDC Baramulla has an excellent library. The library is fast growing learning resource base includes an up-to-date and well balanced collection of nearly 58000 select documents in the field of Arts, Science, Humanities, management and related areas, including about 12000 volumes of reference sources. Besides currently subscribing to 28 periodicals and some databases in CD-ROMs, The library also stocks a collection of reports besides these; the library has also developed a collection of 200 documents in the form of audio/visual (A-V) materials. The users of the library include the faculty, the students, the researchers and the staff. State-of-the-art information technology (IT) products are in place to help the library discharge its services efficiently and in a highly automated environment.

### **Objectives**

A library plays a pivotal role in ensuring the success of higher degree and research. The important activities of college libraries include the Collection Development, Reference Service, Circulation, Document Delivery, User Education, and Access to Electronic Resources etc. College libraries are expected to provide cost effective and reliable access to information using the state-of-the art information technology tools.

The basic objective of the library is to be as a dynamic instrument for explaining the expanding the horizons of knowledge. The library endeavors to make the legitimate needs and demands of the patrons, from the senior academics engaged in advance research to the fresh entrant stimulate and encourage students to develop the lifelong habits of good reading, study and research.

The study aims to: (a) Understand the procedures, rules and methods followed in the acquisition especially in book selection and (b) Search for an optimal solution to the problem.

**Collection Development Strategy:**

Collection development is considered as one of the primary tasks for any library and information centre. It is a dynamic and continuous activity. In order to develop a balanced, user-oriented and active collection, a well planned and thought out system has to be evolved by the library and information managers in close association with the representatives of various users. Such a system will not only help develop need based collection but also save money, time and space that would otherwise be wasted on developing irrelevant, outdated, and passive collections. Some of the strategies followed in building the library collections at GDC Baramulla Library are briefly outlined and illustrated as follows:

1. Analysis of the information needs of the users;
2. Formulation and implementation of selection policy to suit the objectives of the library;
3. Acquisition programmes to build-up a balanced collection;
4. Resource sharing and its impact on collection development;
5. Weeding out programmes to ensure effectiveness of collection;
6. Competitive vendors profile and rational budget; and
7. Collection evaluation.

**Sound Acquisition Policy**

The actual process of document selection may be initiated in different ways. The acquisition staffs takes note of the desirable items and present them to the subject experts for approval. Alternatively Subject Experts/ Head of the Departments may make recommendations for items. In both instances the acquisition staff is responsible for the routine jobs connected with selection. It is their duty to collect, complete and correct information on the documents. So also it is their risk to allow all unnecessary and unintentional duplications. Therefore, adequate care should be taken to ensure that items selected are not available in the library.

**Procurements of Documents**

Once the selection is finalized, the library has to proceed with the procurement of documents. The documents can be procured by any one of the following means:

- ❖ Purchase
- ❖ Gift
- ❖ Institutional Membership
- ❖ Deposits
- ❖ Exchanges

## Problems in Collection Building

Acquisition work is not an easy task it has got its own problems. Some are common to libraries everywhere while some are peculiar to GDC Baramulla Library. Major problems are:

- Conflicting factors of demand supply and finance.
- The situation created by far- off book markets.
- The difficulties in dealing with local book suppliers.
- The problem relating to foreign publications.
- The special problems concerning Indian publications.
- Publications need pre paid orders and
- The question of out –off print and rare books.
- March and March like pressures should not be there.
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## Consistency

The GDC Baramulla library has been in operation since 1964. Since its inception, the growth of the library has been even balanced and qualitative.

Data in Fig 1. Showing decade wise growth profile on textual books, reference books and periodicals, indicate that the library has been growing gradually in terms of its core collection, comprising text books, reference books and periodicals.

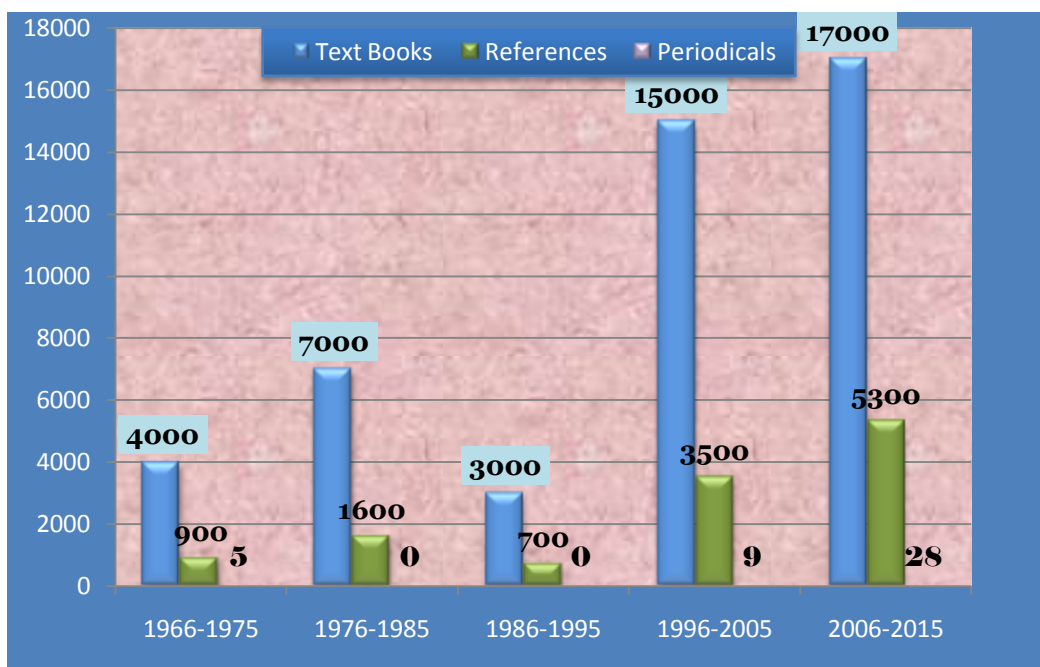


Fig.1. Decade wise growth profile

Years (Decade Wise)	Books	References	Cumulative Vol	Periodical Subscription	
	Decade Wise Add	Decade Wise Add		Titles Subscribed	Decade wise Exp
1966-1975	4000	900	4900	0	0
1976-1985	7000	1600	13500	0	0
1986-1995	3000	700	17200	0	0
1996-2005	15000	3500	35700	9	0.60
2006-2015	17000	5300	58000	28	3.0
<b>Total</b>	<b>46000</b>	<b>12000</b>			

Table.1 Decade wise growth profile.

Expenditure in Rs. Lakhs

Shows that a libraries holding are rated better and are more users oriented if most of the acquisitions are on the basis of the user desires/requisitions. But during the turmoil in Kashmir 1986-95 the colleges remain mostly disturbed so that purchasing of books could not be done judiciously which have adversely effected in collection development.

#### Book Acquisition at GDC Library Baramulla,2006-15

Category	Total Acquired	Percentage
Staff Recommendation	9882	54%
User Recommendation	6954	38%
Exhibitions/Approvals/Pick & Choose	915	5%
Local Author <sup>(s)</sup>	549	3%
<b>Total</b>	<b>18300</b>	<b>100%</b>

Table 2: Book Acquisition

Reveal that 54% of the total books during the decade 2006-2015 have been acquired on direct staff recommendations, 38% have been acquired on user requisitions, 5% have been acquired on exhibitions/approvals/pick and choose and 3% of books are acquired by encouraging local authors of the state Jammu & Kashmir.

Towards periodical subscription/renewal also, the library follows a unique system ensuring user involvement to the maximum possible extent. Highlighting user involvement and revealing steady growth in periodicals during the last decade (2006-2015).

**Periodical Subscription/Renewal 2006-15**

<b>S. No</b>	<b>Name of the Journal</b>	<b>Periodicity</b>
1.	The American Mathematical Journal	Monthly
2.	Indian Journal Of experimental Biology	-do-
3.	Journal Of Chemical science	-do-
4.	Journal Of Scientific and industrial Research	-do-
5.	Journal of Earth System Science	-do-
6.	Aiwan-ie-Urdu	-do-
7.	Al-Basei Islam	-do-
8.	Alnoor	-do-
9.	Competition Affairs	-do-
10.	Carriers 360	-do-
11.	Eastern Crescent	-do-
12.	Fishing Chimes	-do-
13.	Education World	-do-
14.	Fikr-o-Nazar	-do-
15.	Kashmir Insight	-do-
16.	Mera Karwan	-do-
17.	Pramana Journal of Physics	-do-
18.	Resonance Journal of Science Education	-do-
19.	Sikh Review	-do-
20.	Urdu Duniya	-do-
21.	Sadhana (Academy Proceedings in Engineering Science)	-do-
22.	Current Science	Fortnightly
23.	Bulletin of Material Science	Bimonthly
24.	Journal of Astrophysics & Astronomy	Quarterly
25.	Journal of Bioscience	-do-
26.	Journal of Genetics	-do-
27.	Proceedings Mathematical Science	-do-
28.	Media Watch	Tri-Annual

Table 3. Renewal of Journals:

These Journals are being renewed year after year in order to keep continuity and are very much needed by the staff members as well as students for their studies and research purpose and are decidedly recommended by the faculty members, and other journals are also being added depends upon the availability of funds/Budget.

**Vendor Profile at GDC Library Baramulla 2006-15.**

Local Vendor	Non Local
25	15

Table. 4. Vendor Profile patronage

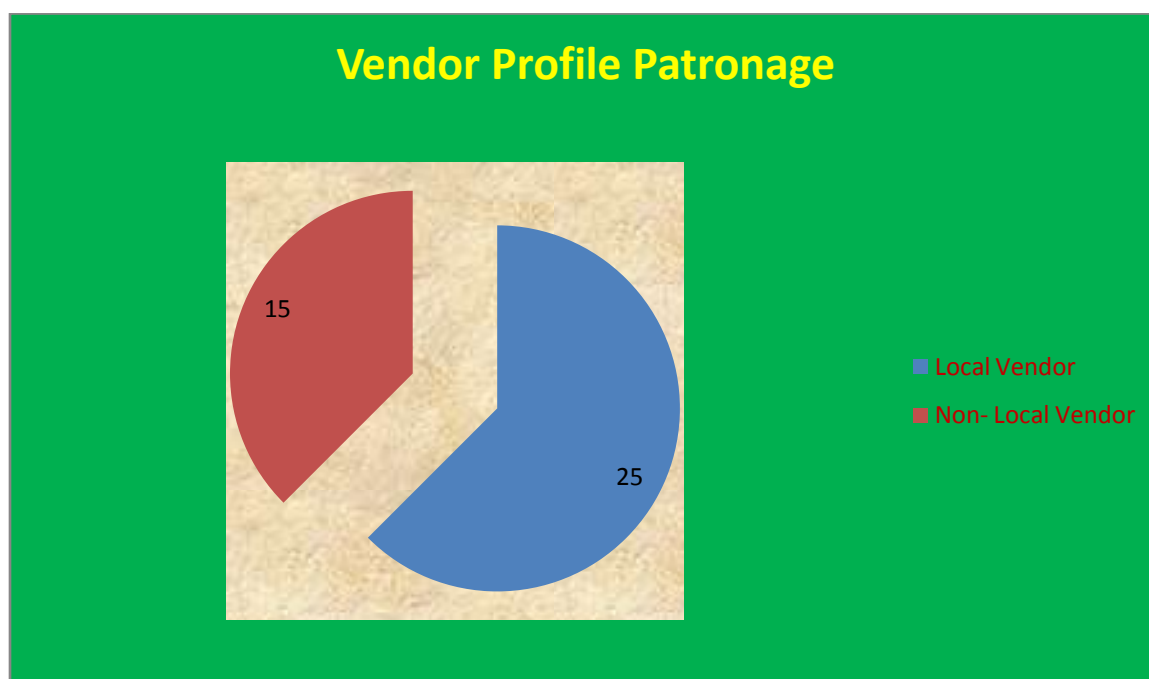


Fig. 2 Vendor profile Patronage

GDC Library has carried out its business with 25 Local vendors and 15 Non Local Vendors from the year 2006-15 for procurement of books and audio-visual materials, a healthy trend of encouraging competition while doing so; however, care has been taken to develop the local trade. All the vendors work very seriously and fulfilled all the requirements and supplied order well in time. Library also provides textbooks to each student. Other observation is that the vendors have shown much interest to receive textbook orders.



## **Budget Allocation**

The word budget is derived from the French word bougette which means purse. A budget is a statement of financial plan which shows the estimated revenues and expenditures. Library budget means the financial allocation to procure documents and provide access to the information resources. The budget provides information about how much money needed to carry out library activities. The budget revenues mean the sources of fund that may be utilized for the development of library in term of library materials man power services etc. The main sources of fund for college libraries include grants from various agencies such as University Grants Commission, State Government etc. A library fee from the students is another source of fund, Fines, disposal of library materials, fees for reprography and printing service etc. are also generating fund for the library

The logic followed is that the allocation of budget for acquisition of new books, periodicals and e-resources is related to the number of faculty members and the number of courses taught in particular area and other academic activities in that area. The budgetary allocation is made in the beginning of each year for each area, depending on the total budget available for acquisition of reading materials. Later, a mid-year review is done where the funds likely to remain unused (if any) in a particular area could be reallocated to other areas where requirements are likely to exceed the allocation made in the beginning of the year.

## **Conclusion**

Collection Development in libraries is an important activity, selection policies and practices and policies play fundamental role in developing a strong collection so as to provide effective services to the clientele based on their and requirements. In order to develop the resources of the library in a more usable manner, users should be involved in the process of collection development. For this the library always welcomes suggestions/recommendations/requisitions from its users. The conclusion which may be drawn from the analysis of the collection development practices in the library at GDC Baramulla, is that it is not the quantity but the quality of the collection which makes the library rich and resourceful in real terms and to achieve quality.

As collection development is a continuous and never-ending activity, a well thought out long-term policy is needed to accomplish the task of collection development systematically. It can also enable them to use limited funds more wisely resulting in strong collections.

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