

# AN EVALUATION OF COLLECTION DEVELOPMENT AND ACCESS MANAGEMENT IN DOABA COLLEGE LIBRARY, JALANDHAR

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## ***Abstract***

***Purpose-***The study aims to explore the factors which influence collection development and access management in the college library of Doaba college Jalandhar. Collection development and access management is considered an essential element of the information life cycle in a college library.

***Methodology-***An extensive review of the available literature was made to conduct the study. A survey method was adopted for this study. The questionnaire was used as a tool for data collection. Fifty users and one librarian were selected for study.

***Findings-***According to the study, the Doaba college library contains a large number of books and journals, magazines, maps, audiovisual aids, electronic resources etc. The college library also adopted an open access system for the users. The study also attempts to assess the selection process, acquisition methods, the quality and quantity of the collection, the budget, the role of the librarian in collection development and user satisfaction.

***Research Limitations-*** The work is limited to the outcome of collection building activities performed by library staff on the usage of the information resources of the library of Doaba College Jalandhar

***Originality-***This work is purely depends on librarian and users response. It assess the influence collection development and access management practices have on the available information resources is a way of ensuring that library meet the goals..

**Keywords-** Collection development, Access Management, College Library, Doaba College.

## **INTRODUCTION**

Library is a social institution. In traditional period library was regarded as a storehouse of books. Library was not encouraged to users to use library. But in the modern period, library works as a service institution. It is aims to use library more and more from the users. According to **S.R. Ranganathan**, a library is "a public institution or establishment charged with the care of a collection of books, the duty of making them accessible to those who require the use of them and the task of converting every person in its neighborhood into a habitual library goer and reader of books."**(Ranganathan, 1940)** In the college, the basic function is to assist its parent body to carry out its program. A library that is attached to a college and used by teachers, students and staff of the college is known as a college library. The college library gives opportunities for self-education to all students. It encourages the students to obtain, evaluate and recognize knowledge and to familiarize themselves with the trends of knowledge for further education and learning new disciplines. A college library provides textbooks, journals, magazines, reference books,

audio-visual aids related with different disciplines.

Collection development is the needs of the college library. Collection development stands the process of selecting materials, which is very useful to the development in the library collection. The librarian collection development is thus, the utmost importance for the users who when required, visit them so as to derive their requisite information either from e-book or e-journal or disk or DVD. The data of such books is available even from electronic mail.

Collection development comprises all plans formulated for the systematic and rational building of a collection. The term includes a group of activities i.e. assessing the user needs, evaluating the present collection, determining selection policy, coordinating selection of items, re-evaluating and storing parts of the collection, and planning for resource sharing (**Parmeswaran, 1997**).

It has also been defined as a process that allows for the identification of the strength and weakness of the materials collection of a library in terms of the needs of the users and the resources of the community .it is a universal process in library world in which the library professional assembles a variety of materials in order to satisfy the demands of the users. This dynamic and constant cycle brings together six elements: user study, policies, selection, acquisitions, weeding and evolution (**Evans and Zarnosky, 2004; Evans and Saponaro, 2005, 2012; Khan and Bhatti, 2016**).

In library, different books on different subjects including the text are stored, catalogued and arranged in such a way that even the outsider readers may get them at their easy convince. Books Periodicals, Books of Government Publication, Academic thesis, dissertation, Research reports, conference proceedings, reviews of eminent writers are available for the users or for those who which to gain their knowledge or collect them for their research work. In the library literature, Books on trade, rare photograph Painting, micro films, MSS slides Audio's etc are available which prove beneficial for the students.

In addition, library collection, throws light on the lasting qualitative methods of the librarian the maintaining the data in a perfect manner. Library collection also means providing necessary and timely information to the users so that they may be benefitted from the rarest material available here.

## **ACCESS MANAGEMENT**

For maintaining a good library, dexterous management is of utmost importance without which an efficient library cannot be established. Generally speaking, management is an art for the proper organization of the library, maintaining its information resources and dealing with the users, intelligently and sympathetically. Every good organization requires active management for its best results. As we know it fully well that library is a living entity where books seem to talk to users. Its function requires managerial acumen and techniques.

In addition, the principles of access management, if meticulously followed, can help the library to grow. In the absence of such management, the librarian fails to cater in new ways in which people quite reasonably want to use library. Access management is an important, if it is help to be composed of people who are intimately involved in the development of the internet and the latest technology pertaining to the library. People with parallel thinking and discussions help to evolve new ideas for making the library fruitful and productive. Usually in academic library, online and offline access to the resources are provided to the users. The offline access is provided

to the literary resources such as books, maps, dictionary, encyclopedia, pamphlets etc. and in case of online access the resources may be e-journals, e-Books, databases, subject guides etc.

There are two types of Access Management:

**1 Open Access:** With the increased understanding of users needs, the libraries gradually adopted the open access system in which the users have the freedom to browse through the library collections placed in the open stack area.

**2 Closed Access:** In a closed access system, since the document kept under lock and key do not have direct access by the users and the access was through some mediator.

#### **OBJECTIVES OF THE STUDY:**

The specific objectives of the study were to find out the collection status of information resources college library, of the Doaba College Jalandhar, to ascertain the impact of ICT in collection development activities, to find out methods adopted for proper access management of resources in the college library and the satisfaction level of users regarding physical resources of the library of Doaba College Jalandhar.

#### **STATEMENT OF THE PROBLEMS:**

Collection development and Access Management is very important for all types of libraries including college libraries. Academic libraries are facilities that contain the intellectual resources which are needed to accomplish the goal of the academic institutions. Collection must be qualitative rather than quantitative. In order to study collection development and access management, practice is direly needed. To explore the problems and challenges of the college library of Doaba College, Jalandhar, the study entitled “An Evaluation of collection development and access management in the college library of Doaba College Jalandhar.

#### **LITERATURE REVIEW**

**Mahendra (2015)** has talked about an Analytical study of Collection Development Activity in Academic libraries affiliated to Bijri Patnaik University of Technology, Odisha. Collection development is a very important process in building library collections, whether it is academic research, primary or secondary institutions. It is a well-organized managerial activity which requires a well-defined policy. Primarily collection development consists of acquisition, selection, evaluation, preservation and weeding of materials, books, journals etc. The current study tries to elucidate the function of collection development of academic libraries affiliated to BPUT, odisha.

**Johnson (2014)** has explored the introduction and an overview of collection management and development, including a brief history of the evolution of collection development and management, ethical issues associated with building and management collection, library budgets, explores the selection process, selection criteria, the acquisition process, and acquisition options etc. and also discussed about the responsibilities of librarians regarding collection development and management.

**Khayal (2013)** has examined the comparative study of Supreme Court Judges Library, the High Court Judge Library and the Parliament Library with Academic Law Libraries under Indian Law Institute Library, Law Library University of Delhi and Law libraries JamiaMilliaIslamia Judicial Libraries conditions are good on the behalf of collections, budget as well as library staff comparative to Academic Law Libraries. As the academicians are the pillars of the nation, therefore, the government should improve the standard of Academic Law Libraries. In this regard the increment of budget and the qualification of staff as per requirements during recruitment

should be taken care of and also give responsible factors and their solution.

**LalbiaksangaHnamte (2012)** has scanned the study of college libraries in the context of changing information scenario is also a part and partial of Academic Library system and services, and as such, it is quite essential to comprise the study of college library system and services to have authentic acquaintance of this research work. There is tremendous growth in its infrastructure and its services to serve the people from village to cities by giving knowledge and information to various communities, such as race, tribe, religion, sex or gender in student community.

**Dhiman&Yosoda Rani (2011)** has written about the Public Library which is accessible by the public and generally founded from public sources and may be operated by civil servant. It indicated that public libraries serve diverse communities thought the country through they are spread sporadically in India, consist of State Central Library in every state, District Libraries, Urban Public Libraries at the cities and rural public library at the village.

**METHODOLOGY:**

A survey method is used to examine the Collection Development and Access Management in College Library of Doaba College Jalandhar. For this purpose one librarian and fifty users were selected randomly. For collecting data, a structured questionnaire has been designed for the librarian and users with open-ended and closed-ended. Analysis and interpretation of data is doing with the help of tables and graphs.

**ANALYSIS OF DATA**

In all, the total response rate for the librarian and the user respondents were 100%. Fifty users were selected randomly. All selected users of the Doaba College Jalandhar gave response.

In the study two types of data analysis is present. First related with librarian and second related with users views.

**METHOD OF COLLECTION DEVELOPMENT**

**Table 2 Method of adopting for collection development**

Sr.No.	Authorities of collection development in college library	Yes	No
1.	Library Committee	√	
2.	Book Select		√
3.	HOD	√	
4.	Faculty Members		√
5.	Librarian	√	
6.	Principal	√	

From the analysis it is observed that no single authority determines the collection of development in a college. It is done through a team work. Doaba College, Jalandhar has, the selection of books, periodicals, reference books, general books, and other documents are purchased by the library committee, principal, Librarian, Head of the departments.

**ACQUISITION**

The acquisition is one of the most important functions of a library as the worth of a library can well be judged by the material it acquires. Table 3 helps to understand the method adopted for acquisition in the college.

**Table 3: The methods of acquisition followed in the college library**

Sr.No.	Acquisition Methods	Yes	No
1.	Through purchase	√	
2.	Through Exchange		√
3.	Through Gift	√	

According to table 3 shows that most of the collection of books in Doaba College Jalandhar has been purchased as well as gifted.

**ACCESS MANAGEMENT:** Doaba College Jalandhar has adopted an open access system for library function.

**INTERNET FACILITY:** A computer is a king and Internet service is very common these days. Doaba College provides internet service to the users in time. Library is fully computerized. Students search e-books and e-journals through computer.

**WEEDING:** Weeding out is a very important part of the library. With the permission of the library committee and the principal of the college, outdated material will be weed out from the library. It is sorted out the problem of space in the library. Doaba College Jalandhar weeded out their outdated library material annually through stock-taking.

#### **LIBRARY COLLECTION**

Library is store house of books, magazines, journals, newspapers, databases, e-resources, maps, video-visual aids etc. These collections are collected by the librarian with the help of the Head of the different departments according to user needs and requirements.

**Table: 4 Library Collection**

Library Collection	Quantity
Books	72000
Journals	55
Magazines	41
Newspapers	15
Audio-Visual Aids	279
Total Chairs	200
Total Tables	30

According to table 4, in Doaba College Jalandhar 72000 Books, 55 Journals, 41 Magazines, 15 Newspapers, 279 Audio-Visual Aids, 200 Chairs and 30 tables are available in the collection of the library of Doaba college Jalandhar.

#### **BOOKS COLLECTION**

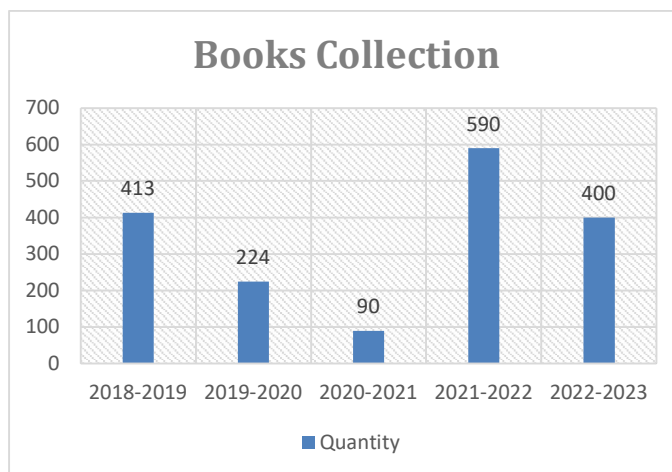
The collected data was collected from Doaba College Library, it was found that the Collection Development process permits the library to develop a collection of materials responding to information need and service requirements of the users.

**Table: 5 Books Collection**

Years	Quantity
2018-2019	413
2019-2020	224
2020-2021	90

2021-2022	590
2022-2023	400

Table 5 explores that in 2018-2019, (413) books are purchased by the librarian of the college library. 2019-2020 (224), 2020-2021 (90), 2021-2022 (590) and 2022-2023 (400) books are purchased by the librarian of the Doaba College Jalandhar.



**Figure: 2 Books Collection**

Fig 2, it is analyzed that though Doaba College Jalandhar library had shown a large increase of books (590) in the collection of the library from the year 2021-2022. In 2018-19, the collection of books are 413, 2022-23 is 400 and least number of books 90 in 2020-21.

In above data the perspective of librarian has been shown but it is an important to see the vision how users will pursue the same things on their own perspective. So that the user perspective is given here below:

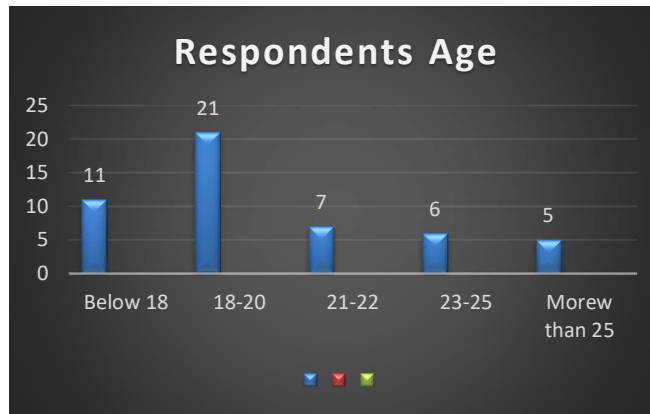
#### **DISTRIBUTION OF RESPONDENT ON BASIS OF AGE**

For the analysis of age wise respondents of Doaba College Jalandhar, five categories were prepared in the questionnaire. The analysis for the same is presented in the table 6 below

**Table: 6 Age wise Respondents**

Categories	No. of Users
Below 18	11(22%)
18-20	21(42%)
21-22	7(14%)
23-25	6(12%)
More than 25	5(10%)

It is observed from the table 6 that in the doaba college, highest 21(42%) of respondents are between 18-20 years old, 11(22%) of respondents are between below 18 years old, 7(14%) of respondents are 21-22 years old, 6(12%) of respondents are 23-25 years old and 5(10%) number of respondents are more than 25 years old.



**Fig 3 Respondents Age**

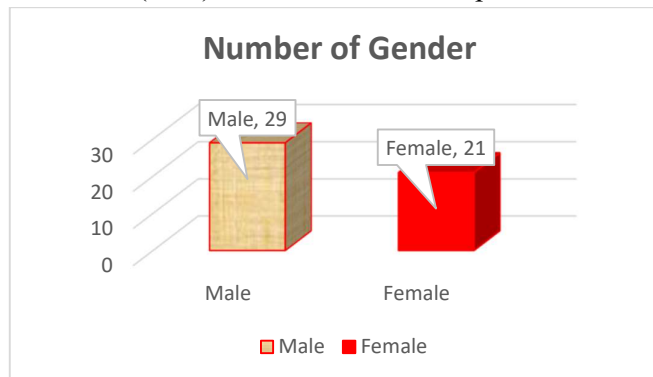
### DISTRIBUTION OF RESPONDENTS ON THE BASIS OF GENDER

The data were collected from the male as well as female respondents of doaba college Jalandhar. The data are presented in the table 7 below:

**Table 7: Gender Wise**

Gender	Total Numbers with %
Male	29(58%)
Female	21(42%)

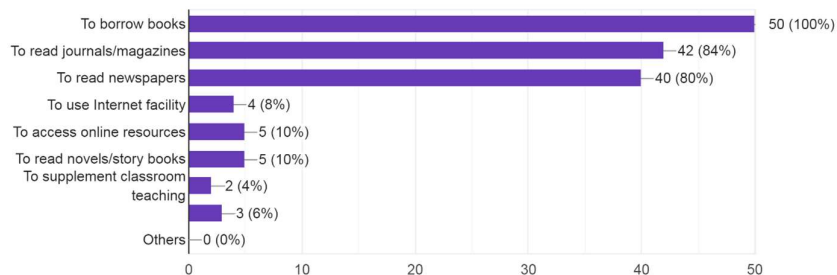
It is observed from the table 7 that from the doaba college Jalandhar there are 29(8%) numbers of respondents are male and 21(42%) number of female respondents are used college library.



**Fig 4 Respondents Gender**

### PURPOSE OF VISIT LIBRARY

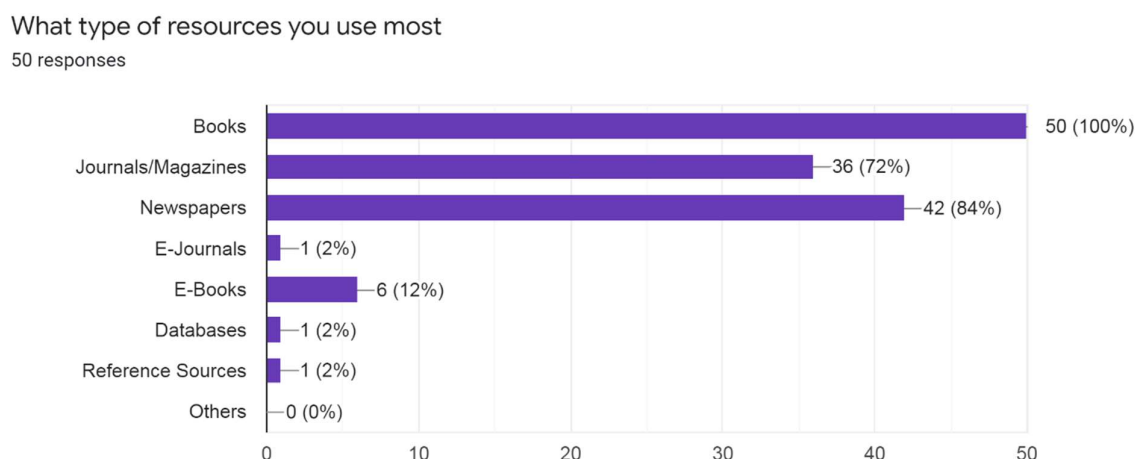
Why do you visit library  
50 responses



**Fig. 5 Purpose of visit library**

The graph of Doaba College Jalandhar shows that why users visit the library. According to this graph, 50 respondents visit the library to borrow books, 42(84%) read journals/magazines, 40 (80%) interested to read newspapers, 4(8%) users use internet facility, 5 (10%) respondents to access online resources, 5 (10%) read novels and story books, 2 (4%) interested to supplement classroom teaching, 3(6%) are interested in to study in the peaceful academic environment. In brief we can say that library of this college providing all facilities to the users. With the help of this facilities users has fulfil their needs and also increase their knowledge.

**TYPES OF RESOURCES YOU USE MOST**



**Fig. 6 Types of resources most use**

According to the above graph, it shows that in Doaba College Jalandhar library has 50 (100%) students come to the library for books, 36(72%) respondents are using library for journals/Magazines,42(84%) respondents are interested in reading newspapers,1(2%) respondents are using e-journals, databases, reference sources and 6(12%) respondents are used e-books.

**SATISFACTION LEVEL OF USERS ABOUT PHYSICAL RESOURCES**

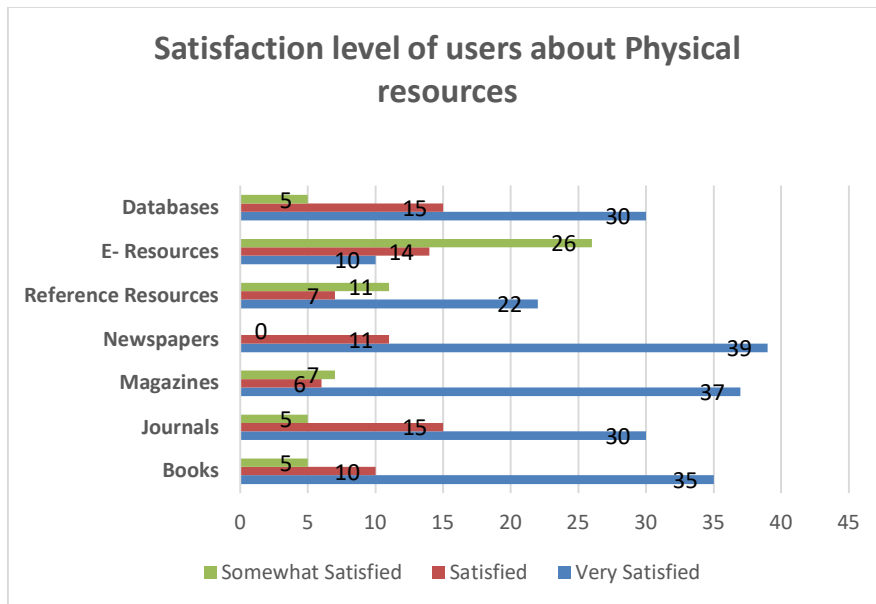
**Table: 8 Satisfaction level of users about Physical resources**

Physical resources	Very Satisfied	Satisfied	Somewhat Satisfied
Books	35(70%)	10(20%)	5(10%)
Journals	30(60%)	15(30%)	5(10%)
Magazines	37(74%)	6(12%)	7(14%)
Newspapers	39(78%)	11(22%)	0
Reference Resources	22(44%)	7(14%)	11(22%)
E- Resources	10(20%)	14(28%)	26(52%)
Databases	30(60%)	15(30%)	5(10%)

The user satisfaction is necessary for physical resources of library collection. According to table 8 Doaba College Jalandhar users are very satisfied with books 35(70%), journals 30(60%),



magazines 37(74%), newspaper 39(78%), reference resources 22(44%), databases 30(60%) and somewhat satisfied with e-resources.



**Fig 7 Satisfaction level about Physical resources**

**SATISFACTION LEVEL ABOUT LIBRARY SERVICES**

**Table: 9 Satisfaction level about Library Services**

Library Services	Very Satisfied	Satisfied	Somewhat Satisfied
Circulation	47(94%)	3(6%)	0
Cataloguing	35(70%)	10(20%)	5(10%)
References	22(44%)	7(14%)	11(22%)
Photostat	10(20%)	23(46%)	17(34%)
Internet	10(20%)	14(28%)	26(52%)
CAS(Current Awareness Services)	30(60%)	12(24%)	8(16%)
SDI(Selective Dissemination Information )	7(14%)	28(56%)	15(30%)
Binding	47(94%)	3(6%)	0
Library Network Programs	10(20%)	14(28%)	26(52%)

Table 9 shows that users of Doaba College Jalandhar are very satisfied with circulation services, Cataloguing services, reference service, current awareness services and binding services of the college library. Users are satisfied with Photostat and Selective Dissemination Information and Doaba college library users are somewhat satisfied with Internet and library network programs.



**Fig 8 Satisfaction level about library services**

## DISCUSSION OF FINDING

Doaba College Jalandar is the oldest co-educational institution in Punjab. It follows rules and regulations of the library to collection of library materials.. Doaba College library have good collection of books or print material, periodicals and electronic materials also. Database system helps to make any procedure for selecting, acquiring and processing easier, more effective and fast.

This college follows rules and regulations of collection development policy for purchasing library collection but it has not in a written form. Subsequently, it is recommended that the libraries should have a written collection development policy that will embrace acquisition, selection, weeding, and gifts. This will facilitate a consistent and balanced growth of the library resources. Collection development policy is very important for the selection of the library material.

Library committee, faculty, librarian, and principal are participating in the selection of books but not the single student take part in the selection of books. It is suggested that minimum two students should be included in the library committee.

Doaba College Jalandhar library has 50 (100%) students come to the library for books, 36(72%) respondents are using library for journals/Magazines, 42(84%) respondents are interested in reading newspapers. It showed that books are the highest information resources of the library and also the need of the users. It means books are very important and necessary for the college library. Doaba College Jalandhar library users are very satisfied with circulation services, Cataloguing services, reference service, current awareness services and binding services of the college library. Users are satisfied with Photostat and Selective Dissemination Information and Doaba college library users are somewhat satisfied with Internet and library network programs. It is recommended to improve the internet service and library network program in the college library so this is the duty of the librarian to give the knowledge to the students with the promotion of seminars and extension lectures.

## CONCLUSION

Since academic libraries are designed to facilitate the teaching, learning, etc. activities of undergraduates and grad students, it can be expected that such libraries will carry out effective collection development & access management activities that allow them to fulfill their role. The Doaba college library has done a lot to make information available. The findings of the study show that information resources in the college library like books, reference material, journals, computer material and periodicals are sufficient. Therefore, there should be an increase in the number of materials in the college library. All in all, Doaba College Jalandhar library's users are happy with the college library's infrastructure and services.

The researcher therefore recommended that;

1. Users of the library need to be made aware of the reasons why they should be involved in the selection process.
2. College management should provide sufficient funding for the operation of the library
3. Library staff should make sure that library materials are pertinent to the college's curriculum

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