

Collection Development and Policies of Central Library IIT BHU and Indore: A Comparative Study.

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Abstract: *This paper discusses the concept of collection development and policies of central library IIT BHU and central library IIT Indore a comparative study. The study high lights the problems and process of library collection development, frequency revision and reasons for revision of policies at both IIT libraries. Collection development is a dynamic and continuous activity. It involves the users, the library staff, and the subject experts on selection team. The process includes several activities such as the user's needs, evaluation of current collections, determination of a selection policy, sources used for selection of documents. 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 IIT users. This research paper describes about the library collection, selection tools, library policy, frequency revision of collection development policy, reasons for revision of policy, purpose of collections development and problems in collection development by both IIT central library.*

Keywords: Library Collections; Collection Development Policy; Frequency of Revision, Problems Faced by IIT Central Libraries.

INTRODUCTION

Collection Development is a vital process in creating and building a library collection, be it in an institution, college, school or a public library. It is a well planned activity for which a well defined policy is essential. The collection development primarily includes acquisition, selection, evaluation, preservation and weeding out materials/books/journals, according to user's needs. With the advent of Internet and other IT tools. There has been a shift from print documents to electronics documents such as CD, DVD, e-book, e-journals, online-databases etc Accordingly the collection development policy and process of libraries has been changed considerably. New trends of consortia mode of living have been introduced by the libraries to a great extent. In this changing situation, library and information science professionals need to be aware and acquainted with the latest changes in the collection development process of libraries.

This study aimed to measure the principles, policies, problems, sources used for selection of documents collections development of the Central Library of the Indian Institute of Technology Varanasi (BHU) and the Central Library of Indian Institute of Technology Indore (M.P.) India. The study also helps to know the criteria to determine

the policy and aspects of problems, sources used for selection of documents faced by Librarian in selecting the Reading Materials for Library. Collection development is a dynamic and continuous activity. It involves the users, the library staff, and the subject experts on selection team. A useful concept of collection will not only help librarians in collection building but also provide others with valuable guidelines for designing new information services.

Collection development is concerned with the formulation of a systematic plan to build a library collection which will meet the needs of its users. It encompasses a number of activities related to the development of the library's collection including the determination and coordination of selection policy, assessment of current and potential user needs, collection use studies, collection evaluation, identification of collection needs, selection of materials, planning of resource sharing, collection maintenance and weeding (Gorman and Howe's, 1989; Clayton and Gorman, 2001). IIT libraries which are considered to be nerve centres of academic and research activities must help achieve the academic goals of their IITs and this is possible only through developing adequate library collection or providing seamless and wider access to relevant Information.

1. CONCEPT OF COLLECTION DEVELOPMENT

Encyclopaedia of Library & Information Science defines "Library collection is the sum total of library materials ,books, manuscripts, serials, government documents, pamphlets, catalogues, reports, recordings, microfilm reels, micro cards and microfiche, punch cards, computer tapes etc. that make up the holding of a particular library."Harrods's Librarian Glossary defines collection development as "the process of planning a stock acquisition programme not simply to cater for immediate needs but to build a coherent and reliable collection over a number of years, to meet the objectives of the services."Collection Development in Libraries means a rich and sound collection of systematic comprehensive balanced and updated documents to meet the users. A library is identified and defined principally by its holdings of materials and information resources. The library acts to fulfil its mission by selecting, acquiring, organizing, preserving, maintaining, and providing access to a collection of materials. Before the emergence of Information Technology and www generally collection development was doing traditionally like selection, acquisition, purchase gift and donation. But now trends have been changed. This new way of CDP has enormously grown the library resources. Collection development is a plan which can be implemented and evaluated.

2. COLLECTIONS DEVELOPMENT POLICIES

Collection Development Policy is a set of rules or norms adopted for developing the collection or stock in a library. It helps for systematic acquisition of library materials. It also encourages stability and continuity in the library operation. The planned development of a library's collection requires the application of a stated collection development policy. No policy can be definitive for all time, since a library is not a static institution. Ideas about its nature and content are constantly evolving. Therefore, a library collection policy must be responsive to change.

A collections development policy is a guideline for the care and development of a library collection. It is a written statement prepared to guide the librarian in relation to planning, budgeting, selection and purchase of informational materials for a library. It is an essential communication tool for managers of libraries, to ensure continuity and consistency in the development of collections, even with the change of managers at the level of direction and finances. Therefore, it is an essential planning tool for the librarian safeguard and protects the collections against any kind of pressure personal. The collections development policy is formulated while keeping in mind the long term view of organization's mission statement and strategic plan as the main concern of the collection

manager. The policy should begin with organization's mission statement and strategic plans.

3. Objectives of the study:

The Collection Policy has four main objectives:

1. To find out type of collection in the newly established IIT central library BHU and Indore.
2. To study the collection development process and policy of newly established IIT libraries BHU and Indore.
3. To know the problems faced by librarian regarding collection development and policies of newly establish IIT central library BHU and Indore.
4. To find out the ways and means to adopt need based collection development policy which best suits for providing effective, relevant and emerging information services to the IIT user's community.

5. Review of Literature

Shipman (1975) conducted a study of library collection development is " the sum total of library materials: books, pamphlets, manuscripts, punched cards, serials, government documents, microfiche, and computer tapes etc., which compose the areas of a particular library"

Mosher (1972) in their study the collections development is to build a library collection which will supply a continuously expanding store of useful information to support and enrich the programmes of the organization. In order to provide the best informational materials for the implementation of its functions, the library defines guidelines for the collections development. Policies are necessarily subject to revision, as necessary, form the framework for building the library's collection.

Sarasvathy, P. Umesh, MB and Swamy, D. (2012) conducted a survey on Collection development in public library: A literature study. This study indicates that collection development is one of the most important tasks in librarianship. Collection development is a vital for developing library services and facilities to meet the information need effectively to diversify society. The researcher finds out the literature on collection development of public libraries and identifies some issues like-needs and preference of public library services for individual.

6. Methodology

The questionnaire method is used for the study. A well- structured questionnaire was designed and used for data collection of central library IIT BHU and Indore. Two questionnaires were distributed and collected personally. The collected data was tabulated, codified, analyzed and then interpreted.

The questionnaire was administered personally by the librarians to obtain relevant data from two libraries. The data were analyzed and are presented in separate tables, as follows:

1. Library collection.
2. Selection tools.
3. Library policy.
4. Frequency Revision of Collection Development Policy.
5. Reasons for revision of Policy.
6. Purpose of Collection Development.
7. Problems in Collection Development.

7. Scope and Limitations.

The study is conducted to know about collection development process, problems and the problems faced by librarian to making police of both central library of IIT BHU and IIT Indore.

8. IIT Indore

Indian Institute of Technology Indore located in Madhya Pradesh, known as IIT Indore or IITI, is an institute of national importance established by the Government of India in 2009. It is one of the eight new IITs, started by the Ministry of Human Resource Development (India), Government of India. The institution started functioning from 2009-10 in a temporary campus at Institute of Engineering and Technology of Devi Ahilyabai University under mentorship of IIT Bombay. Arjun Singh, the HRD minister of India laid the foundation of the permanent campus, spread over an area of 510-acre (2.1 km²), on 17th February 2009 at Simrol, a location about 25 km from the city of Indore. IIT Bombay is the mentor of IIT Indore.

Central Library

The Central Library provides vital support for on-going teaching programmes and research at IIT Indore. The library is rapidly developing its collection of books, reference books, periodicals, and electronic resources. At present, the Library has a collection of over 27,000+ books, which includes, in addition to text books and reference

books, a fine collection of books on Literature and English Language and a select collection of books on Sports, Biographies, and General Interest titles. The Magazines and Newspaper Section includes popular Magazines and Newspapers both in English and Hindi. Online Information Resources are vital for academic and research institutes in today's knowledge economy. The library provides its users access to nearly 3800 electronic journals.

9. IIT BHU

Indian Institute of Technology (BHU), Varanasi (commonly known as IIT (BHU), Varanasi) is a public [engineering](#) institution located in [Varanasi, Uttar Pradesh](#), India. Founded in 1919 as the Banaras Engineering College, it became the Institute of Technology, [Banaras Hindu University](#) in 1968. It was designated an [Indian Institute of Technology](#) in 2012. IIT (BHU), Varanasi has 13 departments and three inter-disciplinary schools.

Central library

The Central Library of IIT BHU supports the main objective of the institute to become a world class institution in Engineering, Sciences and Humanities & Social Sciences. The library has a rich collection of books on Electrical Engineering, Chemical Engineering, Computer Science, Mechanical Engineering, Chemistry, Physics, Mathematics, and Humanities & Social Sciences. The collection includes reference books, text books, CDs etc. We are constantly in a process of increasing our collection of books further. IIT-BHU library has also started subscribing to research journals in electronic as well as printed formats. E-journals available with various reputed online scientific databases such as American Chemical Society, American Physical Society, American Mathematical Society, Annual Reviews, ASME, IEEE, JSTOR, MathScinet, Nature, Science-Direct and Springer Link and can be accessed.

10. DATA ANALYSIS AND INTERPRETATION.

Table 1: Library Collection: Print document

No.	Name of documents	IIT BHU		IIT Indore	
		Yes/No	Total no. of document	Yes/No	Total no. of document
1.	Books/Monographs	Yes		Yes	28,000
2.	Current Journals	Yes		Yes	
3.	Bound Volume of Journals	Yes		No	
4.	Research/Technical Reports	Yes		No	
5.	Reference Documents	Yes		Yes	
6.	Thesis/Dissertations	No		Yes	400
7.	Manuscripts	No		Yes	
8.	Seminar/Conference papers	Yes		No	
9.	Maps/Charts/Diagrams	No		Yes	
10.	Patents	Yes		Yes	

Table 1. represents the Library Collection: Print document. IIT Indore has 28,000 thousand books/Monograph and 400 Thesis/ Dissertations and some Manuscripts whereas IIT BHU has good collection of books /Monographs, Current Journals, Bound Volume of Journals Seminar/Conference papers, Research/Technical Reports, Reference Documents and few , Seminar/Conference papers.

Table 2: E-Documents

S.No.	Name of e-documents	IIT BHU		IIT Indore	
		Yes/No	Total no. of e-document	Yes/No	Total no. of e-document
1.	CD-ROM/DVDs	Yes		Yes	
2.	Online Journals	Yes		Yes	
3.	Video/Audio Cassettes	Yes		No	
4.	Microforms	No		No	
5.	E-books	Yes		Yes	
6.	Online Internet Databases	Yes		Yes	

Table 2 shows the e-documents of both the libraries and both IIT librarians are having equal documents. IIT BHU library has only one extra E-documents Audio / Video Cassettes.

Table 3: Sources used for selection of documents of Library.

S.No	Name of Sources	IIT BHU	IIT Indore
1.	Professors suggestions	Yes	Yes
2.	Student's suggestions	Yes	No
3.	Book seller's list	Yes	No
4.	Subject bibliographies	No	No
5.	Books received on approval	No	No
6.	Book reviews	Yes	No
7.	Book exhibitions	No	Yes
8.	Publisher's catalogue	Yes	Yes
9.	Subject experts of library	Yes	No
10.	Librarian	Yes	Yes
11.	Recommendations from the departments	Yes	No
12.	Printed catalogues	No	No
13.	Book selection committee	Yes	No
14.	Guide to Indian periodicals literature	No	No
15.	Ulrich International Periodical Directory	No	No
16.	Internet sites/ online databases	No	No
17.	All of them	No	No

Table 3 Indicates Sources used for selection of documents of both the libraries. But IIT Indore library is using only these sources such as professor's suggestions, Book exhibitions, Publisher's catalogue, librarian for selection of document, While IIT BHU library is doing selection by professor's recommendation and student's suggestions, book seller's list, book reviews , publisher's catalogue, subject experts of library, librarian recommendation by departments and book selection committee.

Table 4: Sources of Library Collection Development.

S.No	Name of Sources	IIT BHU	IIT Indore
1	Through gifts	Yes	Yes
2	Through exchange	No	No
3	Through grant	Yes	Yes
4	Only own sources	Yes	No

The table 4 represents the Sources of Library Collection Development. IIT BHU library has different Sources such as through gifts, through grant and own sources. While IIT Indore library is developing by these through gifts and through grant.

Table 5: Frequency Revision of Collection Development Policy

S.No	Name of Frequency	IIT BHU	IIT Indore
1	Annually	Yes	No
2	Biannually	No	No
3	Once in 5 years	No	No
4.	Not fixed	No	Yes

Table 5 Indicates Frequency of revision of collection development policy of both the IIT s Libraries. There are different Frequency of revision of collection development policy. IIT BHU library annually revises collection development policy whereas IIT Indore dose not-have any fixed frequency.

Table 6: Reasons for revision of Policy

S.No	Reasons	IIT BHU	IIT Indore
1.	Changes in management	Yes	No
2.	Changes in the organizational Profile	No	No
3.	Formation of New library committee	Yes	No
4.	Due to cater users needs	No	Yes

Table 6: Indicates about reasons for revision of Policy. There is large difference between both the libraries. IIT BHU library is doing policy on changes in management and formation of new library committee; while IIT Indore library only depends on due to cater users need.

Table 7: Purpose of Collection Development

S.No	Purpose	IIT BHU	IIT Indore
1	To provide relevant and emerging information to the user community	Yes	Yes
2	Find out the user's needs	Yes	Yes
3	Systematic and judicious spending on document collection	Yes	Yes
4	Periodically review for weeding out	Yes	No
5	All of them	Yes	No

Table 7 shows the purpose of collection development. IIT BHU library's purpose of collection development is to provide relevant and emerging information to the user community, find out the users needs, Systematic and judicious spending on document collection, and periodically review for weeding out. While IIT Indore library's purpose of collection development to provide only three relevant and emerging information to the user community, Find out the user's needs, Systematic and judicious spending on document collection.

Table 8: Problems in Collection Development

S.No.	Problems in Collection Development	IIT BHU	IIT Indore
1.	Information explosion	Yes	No
2.	Approval plan	Yes	No
3.	Literature scattered	Yes	No
4.	Rising cost of documents	Yes	No
5.	Widening gap of cost between hardbound & paperback publication	Yes	No
6.	Devaluation of rupees value in the internal market	No	No
7.	Lack of standard book selection took in regional and local languages	No	No
8.	Declining business ethics in book trade	Yes	No
9.	Lack of weeding, storage, reservation and evaluation programmes	Yes	No
10.	Lack of professional involvement among the LIS work	No	No
11.	Delay in delivery	No	Yes

Table 8 shows the various problems in collection development. IIT BHU library faces many problems in collection development as Information explosion, approval plan, literature scattered, rising cost of documents, widening gap of cost between hardbound & paperback publication, declining business ethics in book trade, lack of weeding, storage, reservation and evaluation programmes. While IIT Indore library face only one problem in collection development as delay in delivery.

Table 9: Problems faced by Librarian in selecting the reading materials for Library

S.No.	Problems	IIT BHU	IIT Indore
1.	Time log	Yes	Yes
2.	Book Market Value factor	Yes	Yes
3.	Language factor	Yes	No
4.	Frequent revision of exchange rates	Yes	No
5.	All of them	Yes	No

Table 9: Indicates about problems faced by Librarian in selecting the reading materials for Library. There is large difference in both librarian problems. IIT Indore librarian faced only two problems such as time log and book market value factor. While IIT BHU librarian faced all problems such as time log, book market value factor, Language factor and frequent revision of exchange rates.

11. CONCLUSION

The central libraries are nerve centre for each IIT. IIT central librarian collection development process and policies as 'documents which define the scope of a library's existing collections, plan for the continuing development of resources, identify collection strengths, and outline the relationship between selection philosophy and the IITs' goals, general selection criteria, and intellectual freedom etc.

Advent of new technologies and its use has given a dynamical change to the collection Development and Policies of both IIT Central libraries. Now IIT libraries are not only the store houses of print media only. It procures both print and non-print

media of resources. So the collection development policy has changed to procure and organize these materials. It is also fact that the advent, acquisition and use of e-materials cannot replace the IIT library collection totally. It can be treated as a new form of collection to server users in a better way. Therefore new policies and methods of collection development should be introduced by IIT Central libraries to meet the users demand satisfactorily. Therefore it is the need of the hour that the IIT library need to have strong and appropriate cooperative collection development policy to satisfy all types of user community of IIT library as to acquire print, electronic and online resources which will lead to the networked information society.

There can be no doubt that the compilation of collection development policy is an arduous and time-consuming task for each IIT central library and that without continuous care, revision and attention the Collection development Policy could become out-of-date and useless to bibliographers, library administrators and IIT professionals.

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