

## **A STUDY ON THE ADEQUACY OF THE RESOURCES AND SERVICES IN ARTS AND SCIENCE COLLEGE LIBRARIES OF NEYYATINKARA TALUK**

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### **ABSTRACT**

This is a study about the Arts and Science college libraries in the Neyyattinkara Taluk. The aim of this study is to assess the adequacy of the resources and services provided by the Arts and science college libraries in Neyyattinkara Taluk, Kerala, India. This study could also assess the facilities provided by the college libraries. Accordingly, it was found that the resources, services and facilities of the college libraries under study are adequate. The Arts and Science College libraries under study are maintaining a good standard.

**KEYWORDS:** Resources, Services, Libraries, Institutions, Education & Adequacy

### **INTRODUCTION**

Libraries are the inheritors and repositories of the culture and civilization of the past generations of humanity. Libraries are meant as social institutions. Its main aim is to enable the users to make the most effective and efficient use of the resources and services in the libraries.

Libraries are of three kinds, Public libraries, Academic libraries, and Special libraries. The public library is expected to perform the functions of providing materials for recreational, inspirational and educational purposes. The national library is the top most public library of the Nation and funded by the central government. Its functions include the comprehensive collection of the publication output of the nation. Special library is specialized in a particular subject or group of subjects as a particular form of documents. An academic library is a library attached to an academic institution. Academic libraries are mainly of three types. They are the school libraries, the college libraries and the university libraries. Both the school library and the college library serve the students and teachers of the respective institution. A university library serves the students and teachers of the university, and the colleges affiliated to the university and the research scholars and the administrative staff of the university.

The college libraries can be categorized into General College Libraries and Special College Libraries. The special College Libraries consist of Technical College Libraries, Training College Libraries, etc. The special college libraries have to maintain mainly the special subject books. The General College Libraries maintain books in all subjects. Here the discussion is mainly about the services and facilities of general college libraries.

College libraries are an important instrument of higher education. The role of these libraries is well recognized as the tools and integral parts of higher education. Higher education enables people to reflect on the critical, social, economic, cultural, moral and spiritual issues faced by the community. It contributes to the national development through dissemination of specialized knowledge and skills.

## REVIEW OF LITERATURE

Das (2005) has studied the collection development in digital information repositories in India. The institutional repository is a contemporary concept that captures and makes available through the internet and the institutional research outputs and other relevant documents to the users by way of digitizing the output. The institutional repositories have already started emerging in India. Observation method is used for the study. Most of the repositories are using open sources information repository software like D-Space, Green stone, Digital library software, and E-prints.

Nafila Beegam (2006) conducts an evaluation of the Mohandas College of Engineering Technology, Thiruvananthapuram. On the basis of analysis of date, it shows that the necessary sources are text books, periodicals, back volumes newspapers and CD-ROMS. By the opinion of students and teachers the resources are adequate to some extent. But the back volumes and CD ROMs are inadequate in the library.

Sheena (2006) has studied on the collection, organization services and use of VTMNSS College Library, Dhanuvachapuram. Objective of study is to trace historical background of the College, available services, extent of use etc. Methodology used for the study includes personal observation and consultation of records, literature survey, questionnaire etc. Findings of the study show that the library is well equipped with the sufficient volumes of books & better service.

Holt (2007) has studied the issue of communicating the value of libraries. Methodology drawn from research has conducted to set up a conservative transportable cost Benefit analysis (CBA) that can be applied to public libraries. Findings to this study show that there is a huge tendency in North America to talk about libraries as if they are secular churches and to inculcate spiritual values to them. This paper suggests that the library users may hold such feelings that are not the first line of reasons for why they use their library. The study shows how library communications needs to be framed.

Hamid. R. Jamali (2008) studies on acquisitions. Librarian ship is the key to having a rich collection of being able to serve information needs of the libraries user community list. Librarian needs several skills, including financial and managerial skills. Jim agree, a librarian with 12 yrs of experience, has tried to write an introduction to the acquisitions librarianship for the information professionals. "Acquisitions Go Global" is an attempt by the author to share his practical experience in different aspects of acquisitions librarianship of collection management with librarians and information professionals. '

Kaurkiran (2010) describes the service quality and satisfaction in academic libraries in Malaysia. The study is carried out using a survey methodology. The survey instrument is a questionnaire adapted from a quality impact survey based on SERVOQUAL dimensions. This paper is helpful to libraries to improve library service, especially in assisting academic staff in teaching and research.

Sujatha (2013) describes the findings of a survey of users of the rural public library in Dakshina Kannada district, Karnataka State, India. Findings of the study are that the students and job holders in private public sector are the frequent visitors to the library. The public libraries need to enrich their information resource collection and create better ambience and basic facilities needed to retain the visitors for long duration.

Whiteman (2014) study examines the evolving American Bar Association Standard and its effects on the collections of academic law libraries. What the twenty-first-century academic law library will look like and depend to a

large extent on how the standards respond to the changing realities in the legal academic marketplace.

Chandra mohan (2017) conducted an evaluation of the resources at the Sundar Public School, Thiruvananthapuram. On the basis of analysis of data, it shows that the information sources present are in the form of text books, periodicals and CD-ROMS. From the opinion of students and teachers the resources are adequate to some extent. The resources and facilities in the school library have to be improved.

## OBJECTIVES OF THE STUDY

The objectives of the study are

- To assess the adequacy of the resources of the college libraries in Neyattinkaratulak.
- To assess the adequacy of the library services provided in the libraries under study; and
- To assess about the proper functioning of the Colleges libraries under study.

## METHODOLOGY

The study is conducted through the method of descriptive survey. The word 'survey' indicates the specific techniques for the collection of data relating to the resources and facilities of a library or a group of libraries. The data collecting techniques frequently employed in the survey investigation are the questionnaire, interview and observation. For the purpose of the present study a questionnaire, to be filled out by the investigator by visiting the libraries, has been prepared and used. The questionnaire is framed in the form which has sections covering the aspects of college libraries such as colleges selected for study, library management, administrative duties of the librarian, Library personnel, Faculty and student strength, Departmental libraries, Book Selection Policy and Library Collection, Library Finance, Budget and Allocations, Library Services, Library Furniture, Library Automation and Library Building. Librarians of the colleges under study were interviewed to collect data which can only be responded by the librarians. The observation is intended to collect data which can be identified from the library only by the investigator.

### Data Analysis

In this study, data are collected through Interview schedule. V. T. M. N. S. S. College, Dhanuvachapuram is represented by the alphabet 'A'. K. N. M. Govt. College, Kanjiramkulam is represented by the alphabet 'B'. Christian College, Kattakkada is represented by the alphabet 'C' respectively.

Schedule is the form containing some questions or blanks which are to be filled by the researcher after getting information from the informants. The purpose of schedule is to provide a standardized tool for observation or interview in order to attain the objectivity. A perfectly standardized form is therefore used in this study.

## PART I: Library Management

### Question 1: Who is the Administrative Head of the Library?

Table 1: Administrative Head of the Library

Answer	No. of Respondents
a). Principal	0
b). Librarian	3

The Table 1 shows that in all the college libraries, the administrative head of the library is the librarian. Therefore, in all the college libraries under study can assure the smooth and effective services.

**Question 2: Whom the Librarian is Directly Responsible to?**

**Table 2: “To Who is the Librarian Responsible?”**

Answer	No. of Respondents
a). To the principal	3
b). To the Management	0
c). To the department of collegiate Education	0

The Table 2 shows that the librarians of all college libraries under study are directly responsible to the concerned Principals but the librarians are given the delegation of powers for taking decisions on urgent and essential matters.

**PART II: Administrative Duties of the Librarian**

**Question 3: Who Selects the Library Staff?**

**Table 2.3: Selection of the Library Staff**

Answer	No. of Respondents
a). Librarian	0
b). Principal	0
c). Management	2
d). Kerala public Service Commission	1

The Table 2.3 shows that in two private colleges the library staff members are selected by the management and in the Government College library the staff members are appointed by the Kerala Public Service Commission.

**Question 4: Is there a Library Advisory Committee?**

**Table 2.4: Library Advisory Committee**

Answer	No. of Respondents
a). Yes	3
b). No	0

The Table 2.4 shows that all the three colleges under study have library advisory committee. From this it could be stated that the growth and development of these three college libraries depends on the policies formulated by the committee. The members of the Committee know all the aspects in library field, so it will be helpful for the systematic functioning of the library.

**PART III: Library Personnel**

**Question 5: Total Number of Library Staff?**

**Table 3.5: Total Number of Library Staff**

A	B	C
4	2	3

The Table No. 3.5 shows the strength of library staff of all the three college libraries under study. It also shows that the lowest numbers of library staff members are in the Govt. college library.

**Question 6: What is the Qualification of the Librarian?**

**Table 3.6: The Qualification of the Librarian**

Answer	No. of Respondents
a). Graduation with B. L. I. Sc	0
b). Graduation with certificate in library science	0
c). CLISC	0
d). Graduation with diploma in library science	0
e). M. L. I. Sc. with NET	3

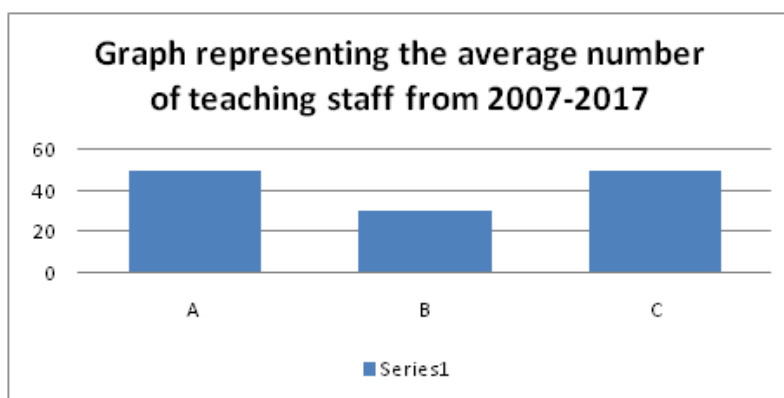
The Table 3.6 shows that all the three college libraries have a fully qualified librarian as per the qualification prescribed for the post of librarian by the UGC.

**PART IV: Faculty and Student Strength**

**Question 7: What is the Average Number of Teaching Staff during the Last Ten Years from 2007 to 2017?**

**Table 4.7: The Average Number of Teaching Staff during the Last Ten Years from 2007 To 2017**

A	B	C
50	30	50



**Figure 4. 1**

The Table 4. 7 (Figure 4.1) shows that the average number of teaching staff during the last ten years where 50 in the two private colleges where as it is only 30 in the government college

**Question 8: What is the Average Number of Students during the Previous Ten Academic Years?**

**Table 4.8 Average Number of Students**

	A	B	C
Graduate	1600	700	400
Post graduate	20	28	40
Research scholars	0	0	0

The Table 4.8 shows the average number of students during the previous ten academic years and the current year

**PART V: Departmental Libraries****Question 9: Are there Departmental Libraries in Your College?****Table 5.9: Departmental Libraries of the College**

Answer	No. of Respondents
a). Yes	1
b). No	2

The Table 5.9 shows that only one private college under the study maintain a departmental library. But in the other two colleges, departmental libraries are not maintained. The departmental library system will hinder the growth of the main library. Therefore, the department library system should be discouraged. But, it is not now possible, because UGC has prescribed that the adequacy of departmental libraries is very important in senior colleges.

**Question 10: If the Answer to the Question No.9 is "Yes", Who is in Charge? of the Departmental Library?****Table 5.10: Incharge of the Departmental Library**

Head of the Department	College Librarian
1	0

The Table 5.10 shows that in one private college under study the in charge of the departmental libraries are vested with the Head of the Department. In the other two colleges, departmental libraries have not been established.

**PART VI: Books Selection Policy and Library Collection****Question 11: Which of the Following are Included in the Collection in Addition to the Text Books?****Table 6.11: Collection Included in Addition to the Text Books**

Answer	No. of Respondents
1. Instructional materials	3
2. Collateral reading materials	3
3. Recreational reading	3
4. Inspirational reading materials	3

This table 6.11 shows all the three College libraries have all kinds of reading materials mentioned above in addition to the text books.

**Question 12: What is the Total Collection of the Library?****Table 6.12: The Total Collection of the Library Books**

Total Book Collection		
A	B	C
34400	12716	31400

The Table 6.12 shows that the size of the collection of Govt. College library is less than the size of the collection of the other two private college libraries.

**PART VII: Library Finance, Budget and Allocation**

**Question 13: What are the Sources of Library Finance?**

**Table 7.13: Sources of Library Finance**

Answer	No. of Respondents
a). Allocation from General fund of the college	2
b). Grant from state Govt.	1
c). U. G. C Grant	3
d). Library fees from students	2

The Table 4.37 shows that the sources of library finance vary in each college library. This shows that all the three college libraries under the study enjoys fund to grow satisfactorily.

**PART VIII: Library Services**

**Question 14: Which of the Following Services are Provided in the Library?**

**Table 8.14: Services Provided in the Library**

Answer	No. of Respondents
a). Current Awareness Service (CAS)	3
b). Selective Dissemination of Information (SDI)	0
c). Preparation of addition list or accession list	3
d). News paper clipping services	3
e). Routing of periodicals	3
f). Library bulletin service	0

The data provided in table 8.14 show that all the 3 college libraries under study provide the current awareness service (CAS).

**Question 15: Does the Library do Any Extension Services?**

**Table 8.15: Extension Services of the Library**

Answer	No of Respondents
a). Organization of Exhibitions	3
b). Conduct seminars/workshops	3
c). Display of new arrivals	3
d). Reading circles	3
e). Extension talks	3
f). Others	0
g). None	0

The Table 8.15 shows that all the three colleges under study provide extension services.

**PART IX; Library Furniture**

**Question 16: Which of the Following Furniture does the Library Have?**

**Table 9.16: Furniture of the Library**

Answer	No. of Respondents
a). Book racks	3
b). Reading tables	3
c). Almarahs with glass doors	3
d). Periodical stand	3
e). News paper stand	3

The Table 9.16 shows that the three college libraries under study have Book racks, Reading tables, Almirahs with glass doors, periodical stand and newspaper stand.

**Question 17: Does the Library have Adequate Number of the Above Furniture?**

**Table 9.17: Number of the Furniture**

Answer	No of Respondents
a). Yes	3
b). No	0

Table 9.17 shows that all the three college libraries have adequate number of furniture such as Book racks, Reading tables and Almirahs.

**PART X: Library Automation**

**Question 18: Is the Library Automated**

**Table 10.18: Library Automation**

Answer	No of respondents
a). Yes	3
b). No	0

Table 10.18 shows that in all the three colleges under study automation is done.

Automation helps to save time of the librarian and the user.

**Question 19: Number of Computers Available in the Library**

**Table 10.19: Computers Available in the Library**

A	B	C
25	17	20

Table 10.19 shows that all the three colleges under study have sufficient number of computers.

**PART XI: Library Building**

**Question 20: Whether the Library has a Separate Building?**

**Table 11.20: Library Building**

Answer	No of respondents
a). Yes	1
b). No.	2

This table 11.20 shows that only one private college library have a separate building for the library, while the other private college library and the Govt. college library under study do not have a separate building.



**Question 21: Which of the Following Rooms are Designed in the Library Building?**

**Table 11.21 Rooms Designed in the Library**

<b>Answer</b>	<b>No. of Respondents</b>
a). Stack room	3
b). Catalogue room.	0
c). Reading room	3
d). Librarian room	3
e). Room for technical section	0
f). Space for the display of new books	3

Table 11.21 shows that all the three college libraries have separate stack room, librarian's room, reading room & room for technical section.

**SUMMARY OF FINDINGS**

**Library Management**

- Each of the college libraries is governed by the librarian. Therefore, all the college libraries under study can assure smooth and effective services.
- In each of the college libraries, the librarian is directly responsible to the principal of the respective college, but the librarians are given the delegation power for taking decisions on urgent and essential matters.

**Administrative Duties of the Librarian**

- In two private college libraries the library staff is selected by the management of the respective college. But in the Govt. College library, the library staff is selected by the Kerala Public Service Commission.
- All the three college libraries under study have a library advisory committee.

**Library Personnel**

- Among the three college Libraries under study the total number of Library staff in the Government College Library is less compared to the other college libraries.
- All the three college libraries have a fully qualified librarian.

**Faculty and Student Strength**

- The average number of teaching staff during the last 10 years were 50 in the two private colleges, where as it is only 30 in the government college under study.

**Department Libraries**

- In only one private college library under study, there are departmental libraries. But the departmental libraries do not have librarians. The departmental libraries are under the in charge of the head of the department. The Selection of books for the departmental libraries is made by the Head of the Department.

**Book Selection Policy and Library Collection**

- In all the three college libraries under study, they have all kinds of reading materials like instructional, collateral, recreational and inspirational materials.

- The total collection of books in the government college library is less compared to the other two private college libraries under study.

### **Library Finance, Budget and Allocation**

- In the Govt. College library the source of income is the grant from the state government and UGC. While the other two private college libraries enjoy the allocation of fund from the general fund of the college, the UGC grant and the library fee from students. This shows that all the three college libraries under study has sufficient fund to grow satisfactorily.

### **Library Services**

- All the college libraries render Current Awareness Service.
- All college libraries under study provide extension services.

### **Library Furniture**

- All the three college libraraies have adequate number of furniture such as book racks, reading tables & almiraahs

### **Library Automation**

- In all the three colleges library automation is done.
- All the three college libraries have sufficient number of computers and provide OPAC to its users

### **Library Building**

- One private college library and govt. college library do not have separate library building.
- The area provided for the library is not adequate.
- All the three college libraries have separate stack room, librarian's room, reading room and room for technical section.

## **CONCLUSIONS**

This study could survey the Arts and Science college libraries in the Neyyattinkara Taluk, Kerala, India and could assess the services and facilities of those college libraries. Accordingly, it was found that the services and facilities of the college libraries under study are adequate. The Arts and Science College libraries under study are maintaining good quality and standard in all aspects. This study can also be a guideline for the studies similar to this.

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