# COLLECTION DEVELOPMENT IN UNIVERSITY LIBRARIES: A CASE STUDY

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## Abstract

Academic libraries are considered to be nerve centre of teaching, learning and research activities which primarily objective is to satisfy the information needs of its target users and this can be possible only through adequate collection. Collection development is a systematic and essential process of building library collection to fulfil the teaching, learning and research needs of its target users. It includes acquisition, selection, evaluation and preservation of resources according to users" requirement. Collection development is not to build, but to develop the collection. This concept makes it explicit that there must be a planning behind it which necessitates an intellectual skill formulated in the way of 'policies'. Collection development policies are usually formal written statements providing specific guidelines often varied from library to library. The elements of this process are selection, acquisition, relegation and discarding, and collection evaluation. It is a decision-making activity assuring continuity and consistency denoting how much emphasis is to be given upon individual steps in those elements and their relationship. This paper highlights the collection development of university library of Dravidian university since 2011 to 2016. This paper explains very elaborately about collection development as subject-wise, school-wise and also department-wise of the university. This study found that there is urgent need to allocate more funds to university library to acquire more e-books and also e-journals to use of professional and non-professional student community of Dravidian Univeraity, Kuppam, Andra Pradesh.

**Key-words:** University Library, Collection Development, E-Books, ALA, IFLA

**Introduction:** The primary purpose of libraries is to preserve knowledge which is available in any documentary form. However, the scope has widened to ensure that the user is satisfied by using it. University libraries acquire the documents to provide them with information to satisfy the changing needs of the students, faculty and researchers. The objective of the academic libraries has been subject to transformation from

preservation to provision of information to utmost satisfaction of the user. Collection Development encompasses all plans formulated for the systematic and rational building of a collection.

**Meaning:** The collection development is a planning and decision making process that covers-broad range of activities related to the policies and procedures of selection, assessment of user needs, evaluating present collection, weeding out, and storing parts of the collection and planning for resource sharing. Collection development refers to the process of building and maintaining the library's collection.

The collection development policy establishes the principles used by Walter E. Helmke. Library in the selection, acquisition, evaluation, and maintenance of information resources in electronic, print and non-print formats. A collection development policy involves selection and acquisition (procurement) of library materials to meet both present as well as future requirements of users which is constrained by limited financial resources, diversity of user information needs and availability of vast sources of information.

**The Concept and Term:** The concept of collection management has emerged to cope with the new situations. The term "Collection Development" (CD) has been evolved to emphasize personalized services to satisfy user's demand. This term includes a group of activities i.e., assessing the user needs, evaluating the present collection, determining selection policy, coordinating the choice of items, re-evaluating and storing parts of the collection, and planning for resource sharing.

**Definitions:** According to the American Library Association (ALA), Collection Development' has been defined 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 resource sharing collection maintenance, and weeding".

The International Federation of Library Associations and Institutions (IFLA) defined the Collection development as, acquisition and collection development focuses on methodological and topical themes pertaining to acquisition of print and other analogue library materials (by purchase, exchange, gift, legal deposit), and the licensing and purchase of electronic information resources.

**Need of Book Selection:** The need of book selection arises due to the following reasons:

1. The world of book is so large that a library, however large and resourceful, cannot procure all the materials published and available;
2. The library collection is meant for the user of a particular library so that library collection should commensurate with the need and requirement of the users;
3. The physical limitation of storage naturally imposes the necessity for selection.

**The Dravidian University Library (DUL):** The University Library was started in the year 1997 with a small collection of books. Initially, the library was situated in camp-

office at Kuppam. Later, it was shifted to the University Campus, Srinivasavanam, Kuppam. Now, Library is housed in **Narayanaguru Bhavan** called as Bishop-Caldwell Dravidian E-Resources Centre.

The University Library is centrally situated and easily accessible to all the departments in the campus. The library series the information and the needs of the students, research scholars, teaching faculty and non-teaching staff on the University and borrowers numbering around 1350. The Library has steadily grown over the years and it has today nearly 84,689 documents in the form of books, bounded periodicals, reference books including e-books (31), and CDs (1171).

In order to achieve functional efficiency, the library is organised into a different sections. They are circulation section, Periodical section, Technical section, Loan Section (Stock Area), Textbooks section, Reference Section, Quick reference (Dictionaries & Encyclopedias) Section, Achieves and Manuscripts section and Internet centre, Reprographic service and competitive section etc.

The library has 4 reading halls with seating capacity of 145 users at a time. The library follows open access system, Dewey Decimal Classification Scheme and Anglo American Cataloguing – II for its cataloguing for arrangement of books in the shelves.

**Review of Literature**: **Review of Literature:** Literature concerning 'collection development1 reveals a vast range of ideas concerning its philosophy, history and gradual trend of its practice. The initial phase of this concept reveals the different aspects of collection development like budget allocation & its formulae, selection, evaluation and the like and these are reflected in many primary and secondary sources of information like journals, books, encyclopedia, conference proceedings, and Internet resources.

Dr. S R Ranganathan's ideas on different facets of collection development are noteworthy. In fact, his 'Five Laws of Library Science' are the basic guidelines for preparation of policies on collection development. Along with it, the insufficient nature of collection helps the library staff thinks of inter-library loan system - as exemplified by the third law of library science- "Depend on inter-library loan for books in occasional demand".

1. Horava (2009) explained some of major issue concerning collection development in academic libraries in digital environment. The present study concluded with ideas for incorporating shift from manual collection to sustainable and forward looking approach to collection management.
2. Ahmad and Satija (2002) discussed the procedures for acquiring, organizing and preserving documents to dissemination of information. Rashid and Amin (1998) examined the library automation operations, collection organization, services, finance and staffing.
3. Mukherjee, A. K. (1974) in his book "*selection: principles, practices & tools*" opined that an e-selection makes a library of valuable books, a living source of culture. This selection must be in relation to reader requirements and not only a collection of good books.
4. Seetharama, S. (1997) in the paper "*Collection Development/Management*" in

*an information technology-based environment: current initiatives and issues*" discussed impact of information technology on collection development and collection management. He also examined about the changing role of libraries and librarians in manipulation traditional as well as electronic resources.

5.  Mahapatra, P. K. (1999) in his book "*Collection Management in Libraries*" stated that collection management is not just book selection, acquisition, building the collection and even collection development. During last few decades the library situations have been affected by social, economic, cultural and academic changes, the declining financial resources, technological innovations, changing needs and requirements of the user groups and access to wider resource base.

6.  Kumar and Ahmad (2002) examined the status of collection, facilities, manpower and services. Khan (1993) analysed the collection in terms of growth in size, growth of users and compares with the growth of budget.

7.  Wittenbach, Stefanie (2005) described the restructuring of collection development at the University of California Riverside University Libraries. In this article, author has presented a new system that has created more accountability for the resource budget. The findings of result showed that users are more aware about resources purchased in their own area.

**Objectives of the Paper:** The objectives of collection development are:

1.  To know the status of the library collection since its inception
2.  To know the periodically allocation of budget as subject-wise
3.  To know the language-wise collection development in the library; and
4.  A library should acquire and provide all the relevant reading materials to its clientele so that the basic function of the library are fulfilled from the vast amount of literature, which are also increasing day by day
5.  To assess what extent of users are satisfied with the collection and services of libraries.

**Hypotheses:**

1.  Library resources are available in university library up to users` satisfaction level.
2.  E-Resources are not sufficient in the library.
3.  There is urgent need to train the library staff on ICT to provide speedy library services to the users of the library.
4.  Annual Budget in insufficient.
5.  There is need to strengthen the library collection in Tulu and Kannada languages.

**Methodology:** For the present study, the researcher has collected the required information/data from the library annual records, accession registers and the same was recorded on excel sheets for analyzing the data and also presented in the form of tables and pie-charts.

The library has procured subject and general books (reference and general stack) during the period 1997-1998 to 2012-13 total number of volumes 74,889 volumes worth of 5 crores.

Table -1

Status of University Library Collection Development-2016

| Sl. No. | Nature of Collection | Total Number | Cum. Growth | Percentage | Cum. Percentage |
|---------|---------------------|--------------|-------------|------------|-----------------|
| 1 | General Collection | 50085 | 50085 | 64.86 | 64.86 |
| 2 | Reference Books | 10689 | 60774 | 13.84 | 78.70 |
| 3 | Textbooks | 14115 | 74889 | 18.28 | 96.98 |
| 4 | E-Books | 36 | 74925 | 0.05 | 97.03 |
| 5 | CD's | 2300 | 77225 | 2.98 | 100.00 |

*Source: www. dravidianuniversity.ac.in, retrieved on 04-08.16*

The data in table no.1 depicts that general books are occupies the first position with 64.86% followed by textbooks in physical formats with 18.28%. The reference books collection occupies 13.84% and e-books occupies with 0.05%. Hence, it can be concluded that the strength of general books are very high with compare to other information sources in Dravidian university library.

It is also pertinent to note  that there is need to strengthen the Text Books, which are most needful and useful to the faculty and student community also.

Table 2:

Year-wise Allocation of University Library Budget

| Sl. No. | Year-wise Library Budget Details | Budget (in Rs.) |
|---------|----------------------------------|-----------------|
| 1 | 2011-2012 | 40,00,000 |
| 2 | 2012-2013 | 12,00,000 |
| 3 | 2013-2014 | 10,00,000 |
| 4 | 2014-2015 | 50,10,000 |
| 5 | 2015-2016 | 23,00,000 |

*Source: Proceeding of university budget: 2011 to 2016*

Table 1 show that the distribution of year-wise budget allocation. The University sanctions the annual budget to the library for the purchasing of books, Journals and New papers etc. The year-wise budget details were discussed in above table. The above table explains in detail of the sanctioned amount of rupees to the library year-wise.
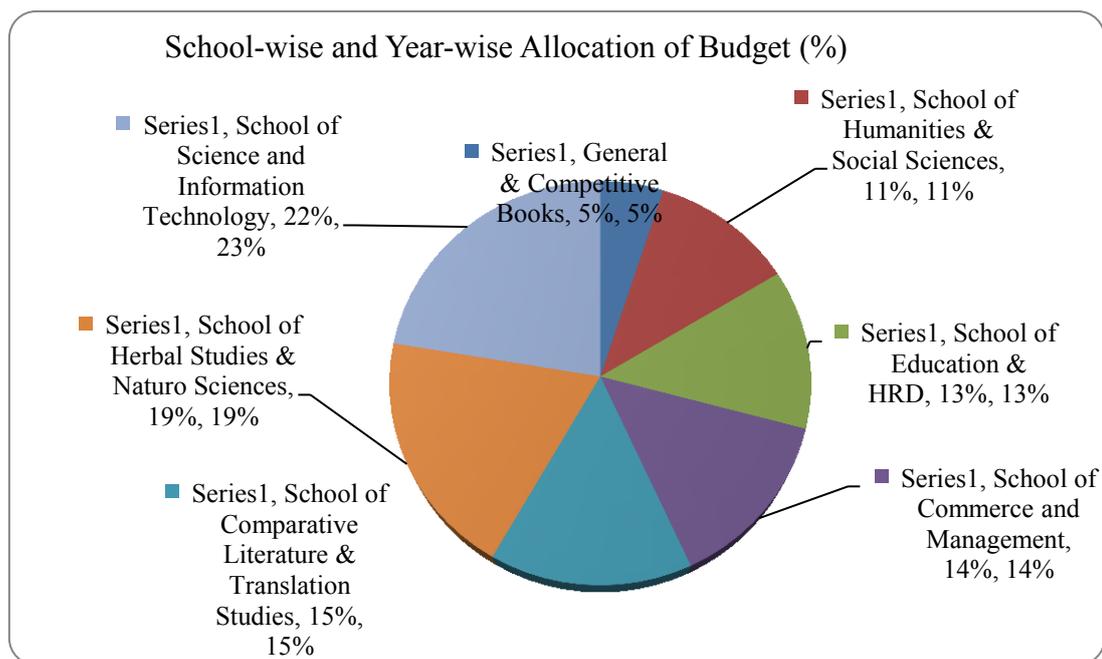
It is pertinent to note that more budget was allotted in 2014-15 (Rs.50, 10,000)  to the library. With this sanctioned amount of rupees, the library books, journals, furniture, equipment and etc. were purchased.

Table 3:

School-wise and Year-wise Allocation of Budget

| Name of the School | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
|---|---|---|---|---|---|---|
| School of Comparative Literature & Translation Studies | 300000 (20.69%) | 163000 (14.83%) | 217000 (16.86%) | 150000 (12.78%) | 275000 (11.96%) | 1105000 (15.12%) |
| School of Humanities & Social Sciences | 200000 (13.79%) | 120000 (10.92%) | 140000 (10.88%) | 140000 (11.93%) | 230000 (10.00%) | 830000 (11.35%) |
| School of Education & HRD | 225000 (15.52%) | 110000 (10.01%) | 140000 (10.88%) | 110000 (9.37%) | 350000 (15.22%) | 935000 (12.79%) |
| School of Herbal Studies & Naturo Sciences | 200000 (13.79%) | 138000 (12.76%) | 295000 (22.92%) | 232000 (19.76%) | 550000 (23.91%) | **1415000 (19.36%)** |
| School of Science and Information Technology | 325000 (22.41%) | 320000 (29.12%) | 240000 (18.65%) | 250000 (21.29%) | 500000 (21.74%) | **1635000 (22.37%)** |
| School of Commerce and Management | 150000 (10.34%) | 175000 (15.92%) | 205000 (15.93%) | 250000 (21.29%) | 245000 (10.65%) | 1025000 (14.02%) |
| General & Competitive Books | 50000 (3.41%) | 73000 (6.64%) | 50000 (3.89%) | 42000 (3.58%) | 150000 (6.52%) | 365000 (4.99%) |
| Total | 1450000 (100.00%) | 1099000 (100.00%) | 1287000 (100.00%) | 1174000 (100.00%) | 2300000 (100.00%) | 7310000 (100.00%) |

*Source: Annual reports 1997-98 to 2015-16*



School-wise and Year-wise Allocation of Budget (%)

The above table and Pie-Chart indicates that the highest budget has allocated for the School of Science and Information Technology (22.37%), followed by School of Herbal Studies & Naturo-Sciences (19.36%), School of Comparative Literature and Translation Studies (15.12%), School of Commerce and Management (14.02%), School of Education and HRD (12.79%), School of Social Sciences and Humanities (11.35%), and General Book (4.99%).

It is found from the above table that the highest budget was allocated to the Schools such as Herbal Studies & Naturo Sciences, Science and Information Technology and Commerce & Management. Because, the schools were established after theestablishement of the  School of Comparative Literature & Translation Studies, School of Humanities & Social Sciences and School of Education & Human Resources and Development.

**Subject-wise Development of Library Collection:** As per the S R Ranganathans Fifth Law, "Library Is Growing Organism" describes about the collection development in libraries. Collection Development is nothing but the growth and development of library books and other related library material. The following table 4 explains that the gradual collection development of books and other related library material as subject-wise and year-wise in university library.

Table 4:

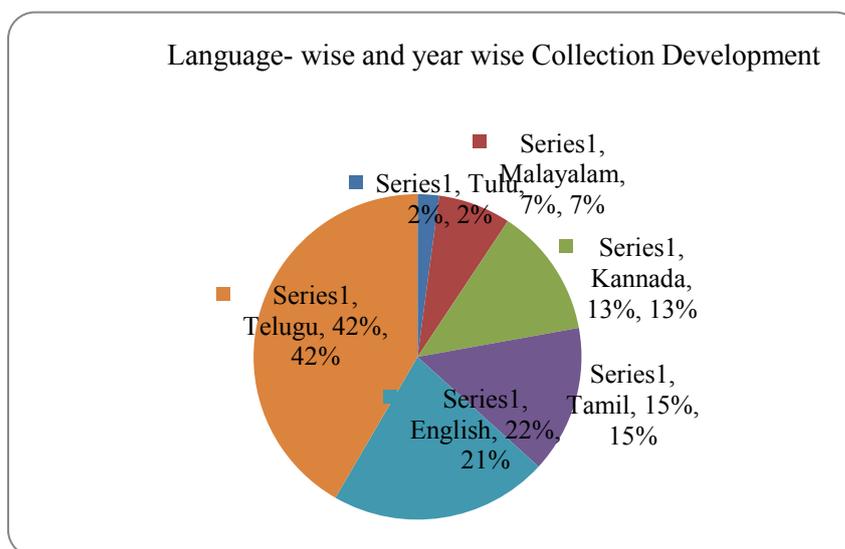Subject-wise and Year-wise Growth of Collection Development on Books

| l. No. | Subject | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | Total |
|---|---|---|---|---|---|---|---|---|
| 1 | Telugu | 3000 (%) | 670 (%) | 200 (%) | 290 (%) | 180 (%) | 194 (%) | 4534 (%) |
| 2 | English | 1500 (%) | 323 (%) | 120 (%) | 164 (%) | 115 (%) | 126 (%) | 2348 (%) |
| 3 | Tamil | 1000 (%) | 150 (%) | 127 (%) | 120 (%) | 90 (%) | 106 (%) | 1593 (%) |
| 4 | Kannada | 700 (%) | 160 (%) | 180 (%) | 140 (%) | 110 (%) | 110 (%) | 1400 (%) |
| 5 | Malayalam | 500 (%) | -- | -- | 90 (%) | 107 (%) | 84 (%) | 781 (%) |
| 6 | Tulu | -- | --- | -- | 90 (%) | 80 (%) | 60 (%) | 230 (%) |
| 7 | Philosophy | 7550 (%) | 98 (%) | 63 (%) | 30 (%) | 60 (%) | 60 (%) | 7861 (%) |
| 8 | History | 3000 (%) | 216 (%) | 120 (%) | 80 (%) | 117 (%) | 131 (%) | 3664 (%) |
| 9 | Folklore | 2750 (%) | 102 (%) | 40 (%) | 37 (%) | 40 (%) | 40 (%) | 3009 (%) |
| 10 | Education | 2900 | 600 | 170 | 178 | 220 | 200 | 4268 |
| 11 | PhysicalEducation | 500 | 112 | 81 | 100 | 111 | 46 | 950 |
| 12 | Commerce | 2500 | 412 | 200 | 260 | 282 | 259 | 3913 |

| 13 | Management | 3800 | 300 | 250 | 200 | 190 | 200 | 4940 |
| 14 | Bio-technology | 3500 | 412 | 249 | 220 | 240 | 465 | 5086 |
| 15 | Chemistry | 3700 | 380 | 110 | 147 | 161 | 160 | 4658 |
| 16 | Physics | 1400 | 369 | 100 | 120 | 140 | 140 | 2269 |
| 17 | Computer Science | 8000 | 760 | 450 | 600 | 270 | 300 | 10380 |
| 18 | Mathematics | 2200 | 451 | 270 | 220 | 200 | 162 | 3503 |
| 19 | Statistics | 1500 | 300 | 95 | 137 | 109 | 100 | 2241 |
| 20 | General Books | 6093 | 208 | 237 | 208 | 140 | 375 | 7261 |
| 21 | **Total** | **56093** | **6023** | **3062** | **3431** | **2962** | **3318** | **74889** |

Table 5:

Language- wise and year wise collection Development on Languages

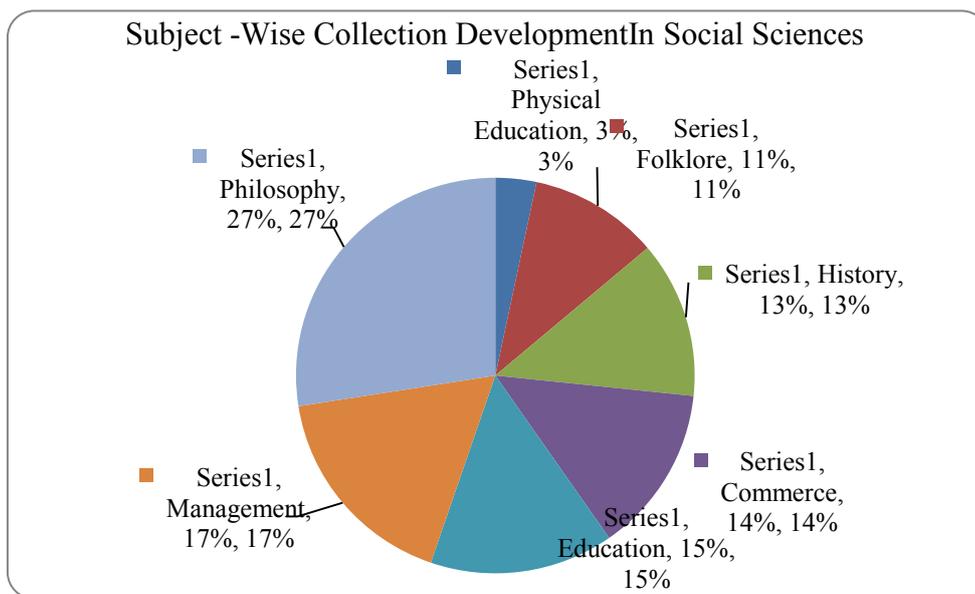| Sl. No. | Language | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | Total |
|---------|----------|------|------|------|------|------|------|-------|
| 1 | Telugu | 3000 | 670 | 200 | 290 | 180 | 194 | 4534 |
| 2 | English | 1500 | 323 | 120 | 164 | 115 | 126 | 2348 |
| 3 | Tamil | 1000 | 150 | 127 | 120 | 90 | 106 | 1593 |
| 4 | Kannada | 700 | 160 | 180 | 140 | 110 | 110 | 1400 |
| 5 | Malayalam | 500 | -- | -- | 90 | 107 | 84 | 781 |
| 6 | Tulu | -- | -- | -- | 90 | 80 | 60 | 230 |
| 7 | Total | 6700 | 1303 | 627 | 894 | 682 | 680 | 10886 |



Language- wise and year wise Collection Development

The data presented in the above table 4 regarding to collection development in languages since 1998-2013. The Telugu language collection with 4534is highest place and only small collection is in Tulu (230) language. English language collection 2,348 is second place.

Hence, it may be concluded that the Telugu language collection development occupying the first place and Tulu language is the least place since 1998-2008 and 2012-13.

Table-6

Subject - wise collection Development In Social Sciences

| Sl. No. | Subject | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | Total |
|---|---|---|---|---|---|---|---|---|
| 1 | Philosophy | 7550 | 98 | 63 | 30 | 60 | 60 | 7861 |
| 2 | History | 3000 | 216 | 120 | 80 | 117 | 131 | 3664 |
| 3 | Folklore | 2750 | 102 | 40 | 37 | 40 | 40 | 3009 |
| 4 | Education | 2900 | 600 | 170 | 178 | 220 | 200 | 4268 |
| 5 | Physical Edu. | 500 | 112 | 81 | 100 | 111 | 46 | 950 |
| 6 | Commerce | 2500 | 412 | 200 | 260 | 282 | 259 | 3913 |
| 7 | Management | 3800 | 300 | 250 | 200 | 190 | 200 | 4940 |
| 8 | Total | 23000 | 1840 | 924 | 885 | 1020 | 936 | 28605 |



According to table (no.6) and Pie-Chart, the library has 28,605 collections on Non-Languages in University Library. The above table gives a clear picture year-wise collection development. The library procured highest collection in philosophy (7,861) and least collection in physical education (950) and the second highest collection development in management from 2011-2016.

It shows very clearly that the philosophy with 7,861 collection is occupied first place followed by management collection with 4,940.

Table: 7

Subject- wise collection Development on Science and Technology

| Sl. No. | Subject | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | Total |
|---------|---------|------|------|------|------|------|------|-------|
| 1 | Bio-technology | 3500 | 412 | 249 | 220 | 240 | 465 | 5086 |
| 2 | Chemistry | 3700 | 380 | 110 | 147 | 161 | 160 | 4658 |
| 3 | Physics | 1400 | 369 | 100 | 120 | 140 | 140 | 2269 |
| 4 | Computer Science | 8000 | 760 | 450 | 600 | 270 | 300 | 10380 |
| 5 | Mathematics | 2200 | 451 | 270 | 220 | 200 | 162 | 3503 |
| 6 | Statistics | 1500 | 300 | 95 | 137 | 109 | 100 | 2241 |
| 7 | Total | 20300 | 2672 | 1274 | 1444 | 1120 | 1327 | 28137 |

As per the data mentioned table no.7 the highest library collection in computer science with 10,380 documents and lowest documents in statistics with 2,241 from 1998-2013. The second highest documents in bio-technology with 5,086.The above table indicates that the library collection on Sciences and Technology higher than other subjects in the library collection.

It is to pertinent to note that the present 21st century called as 'Computer Age' or "Information Super Highway". According to the Age, the library is procuring the books in computer science. So, the Computer Science library collection is occupied a premier place, in the library.
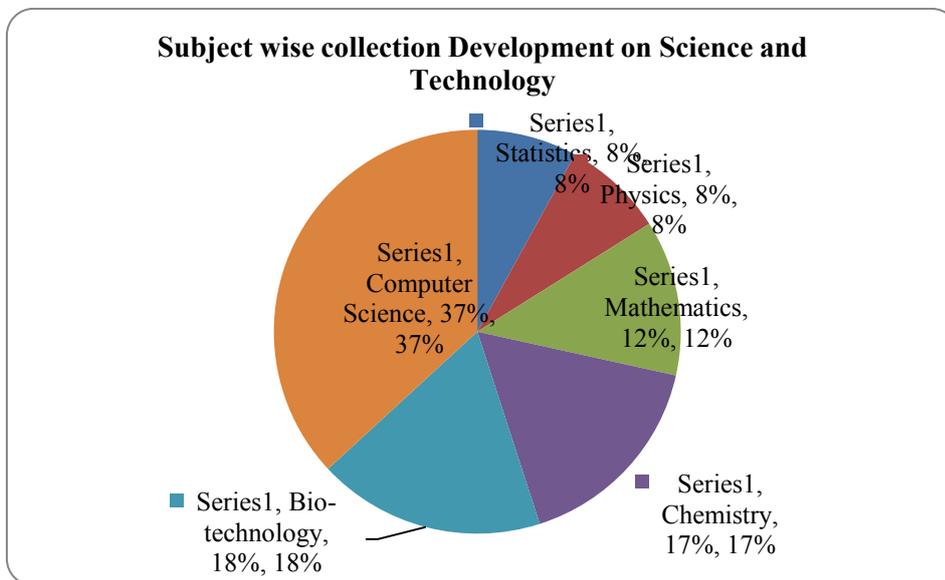
Table 8-

Library Collection Development at a Glance (1998-2016)

| Duration | Languages | Sciences | Humanities | others | Total |
|---|---|---|---|---|---|
| 1998-2008 | 6700 | 20300 | 23000 | 6093 | 56093 |
| 2011-12 | 1303 | 2672 | 1840 | 208 | 6023 |
| 2012-13 | 627 | 1274 | 924 | 237 | 3062 |
| 2013-14 | 894 | 1444 | 885 | 208 | 3431 |
| 2014-15 | 682 | 1120 | 1020 | 140 | 2962 |
| 2015-16 | 680 | 1327 | 936 | 375 | 3318 |
| Total | 10886 | 28137 | 28605 | 7261 | 74889 |

The above table 8 explains about the total library collection development I the languages, sciences, humanities and other general documents from 1998-2016. It shows that the highest with first place occupied with humanities collection i.e. 28,605, the second place with 28,137 bio-technology collection development and the last place with 7,261 documents in general documents.

Table 9:

Collection Development on E-Resources

(E-books & CD & DVDs)

| Sl. No. | E-Resources | 2013 | 2014 | 2015 | 2016 | Total |
|---|---|---|---|---|---|---|
| 1 | E-Books | 6 | 8 | 10 | 12 | 36 |
| 2 | CD's | 490 | 530 | 600 | 680 | 2300 |

The above table reveals that the e-collection development in library which was started in 2013. Among e-collections, 6 e-books procured in 2013, in 2014 (8), in 2015 (10) and in 2016 (12).The total e-books as on today 36, followed by compact disks (CD's).

Table 10:

Year-wise Growth and Development of Library Collection

| S.No. | Year | Total No. of Books | Cumulative growth | % | Cumulative % |
|---|---|---|---|---|---|
| 1 | 2011 | 4,945 | 51,635 | 6.60 | 68.95 |
| 2 | 2002 | 7,772 | 59,407 | 10.38 | 79.33 |
| 3 | 2013 | 4,518 | 63,925 | 6.03 | 85.36 |
| 4 | 2014 | 65 | 63,990 | 0.09 | 85.45 |
| 5 | 2015 | 3,906 | 67,896 | 5.22 | 90.66 |
| 6 | 2016 | 6,993 | 74,889 | 9.34 | 100.00 |

*Source: Accession Registers 2008-09 to 2015-16*

The above table 10 indicates that the growth and development of library collection development of university library. The central library collection growth and development is increasing year by year. By 2016, the library acquires more library collection of books i.e. 6,993 (9.34%)   which constitutes languages, education and HR&D, science and technology, commerce and management, and social sciences. In the present academic year (2015-16), the university introduced new courses like master of social work, master of sociology, M.Sc – Botany, physics, zoology. For acquiring the books for the above said courses, the university library budget increased i.e. Rs. 50, 00,000. It is clearly shows that the budget has increased for the benefit of student community and also useful for better research facility.

The library collection is always most useful to the users of Dravidian University. The library authorities have taking crucial steps for providing library service facilities to the user community which is more essential as said by the S. R. Ranganathan. Collection development is more important to the university libraries.

Year-wise Growth and Development of Journals and Magazines:  The Journals are most important in research, teaching and learning process in the Higher Education System. So, every university library is giving most important to acquire and preserve the journals. The below given table gives a clear picture about the year-wise growth and development of the journals and magazines in the Dravidian University Central Library.

According to the table 11, the more journals available in the Telugu and Translation Studies (43), followed by Bio-technology and Education 22 journals and the magazines available in the library is 32. The back volumes of journals and magazines are available in the university library for the benefit of students, research scholars and teaching faculty for their use.

**Conclusion and Suggestions:**

To think of Indian scenario, collection development, their functions, policies are also discussed from time to time. IASLIC and ILA and other professional bodies through their conferences took the initiative to form a policy-making concept for collection development in Indian libraries. Academic libraries are considered to be nerve centre of teaching, learning and research activities which primarily objective is to satisfy the information needs of its target users and this can be possible only through adequate collection.

Collection development is a systematic and essential process of building library collection to fulfil the teaching, learning and research needs of its target users. It includes acquisition, selection, evaluation and preservation of resources according to users" requirement. Collection development is not to build, but to develop the collection. Library collection development is the process of meeting the information needs of the people in a timely and economical manner using information resources locally held, as well as from other organizations.

1. The universities have to provide more funds to the library for acquiring e-resources such as e-books, e-Journals, e-databases and other related electronic

resources for the users of the library to up-date knowledge.

2.  There is also urgent need to introduce the E-circulation system to avoid the delay in issuing and returning the books.
3.  It is found from the study that there is need to procure more books in tulu,Kannada and other languages.
4.  There is need to provide more infrastructure facilities to the users to utilize more library resources.
5.  Finally, the library staff irrespective of cadre should be given ICT training to provide more services to the users at their satisfaction level.

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