

Management of Information Resources in Academic Libraries in Digital Era; A Glance of BMSGFGC Library Hulyiar

By

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Abstract:

Development of Information Technology (IT) and its applications in Library and Information Centers, the concept of document management has been changed to information management and again the entire scenario of information management has started its change to Knowledge Management (KM). This paper mainly focuses on the concept of Management and the role of library and information professionals in managing the knowledge and information in the digital environment. It also highlights the importance of library and information professionals in the organizations such as knowledge creation, acquisition, preservation and sharing knowledge and information. This paper also describes the development and use of Information and Communication Technologies (ICT) in the library and information centers.

Keywords: Knowledge Management; ICT; Information Management; Digital Library; Library and Information professionals

Introduction:

Information needs and diverse information tools have affected our daily life as well as research and developmental activities. Latest devices for information communication have resulted in the expeditious dissemination of information and revolutionized the information handling activities in research and academic libraries in India. Academic libraries, mostly attached to universities and research institutions as centers of information services, have largely benefited by the rapid changes in technology. The advent of digital computer advances in telecommunication and audio visual technologies has opened up new ways of collecting, organizing and disseminating scientific and technical information. Academic libraries have already transformed their specific functions by utilizing effectively innovative information technologies to enhance and integrate their specific information resources and services. Eventually, library and information professionals in academic libraries need to update their knowledge and skills in information and

communication technology (ICT) as they play the role of key success factor in enabling the library to perform its role as an information support system for society.

Organization of Information Its Resources

An organization behaves as an open system that takes in information, material and energy from the external environment, transforms these resources into knowledge, processes, and structures that produce goods or services which are then consumed in the environment. The relationship between organizations and environment is thus both circular and critical: organizations depend on the environment for resources and for the justification of their continued existence. Because the environment is growing in complexity and volatility, continuing to be viable requires organizations to learn enough about the current and likely future conditions of the environment, *and* to use this knowledge to change their own behaviour in a timely way.

Concept of Library in Digital Era

Technology has drastically changed the way librarians define themselves and the way they think about their profession and the institutions they serve. The librarian in the digital world now acts as a guardian of information, as a consultant to the users, an information broker and also a continuous learner (Balakrishnan, 1996). The platform of Internet and WWW has helped to change the ways of accessing and locating information and thereby change the functions of an academic librarian and academic library in the modern information society.

Need of Change in Digital Era

Change is the law of nature. Who could have imagined that the whole structure and information resources of a library and the role of a Librarian will change in a dramatic manner? The recession and the escalation of the pace of technology change have given birth to a virtual library. Therefore, we the librarians keeping in view our changing and dynamic role need to learn to live effectively with continual change—to constantly reassess ourselves, our skills and jobs and if we fear change, find it threatening or fail to cope with it then we could sink without trace.

Retrieval Tools

Systems created for retrieval of information. Retrieval tools are essential as basic building blocks for a system that will organize recorded information that is collected by libraries, archives, museums, etc.

- Bibliographies
- Catalogs
- Indexes
- Finding Aids
- Registers
- Online Databases

Information Professionals

Greater revolution has occurred in the library culture in recent years. Electronic journals are facilitating the more timely exchange of theory and research among scholars. New media not only add value to interactive communications, but also provide powerful new means of accessing information to support teaching, learning and research. It is not surprising that the academic library has witnessed more technological change over the past decade. With the ever-growing electronic availability of information on both national and global networks, many libraries have turned their attention to providing access rather than building local collections. With the advance of the technological revolution, librarians will play a major role to provide all types of Information in meeting user's expectation.

Information Resources in Libraries:

One of the core activities of libraries is to collect, organize and disseminate information generated in world, which has relevance to community. Under this programme, the institute is building comprehensive collection of information publications in print as well as in electronic form and disseminating through traditional as well as modern means benefiting different segments of the society.

Library at a glance:

So far my library as

BMS Government First Grade College Library

The Central Library of BMS Government First Grade College Huliyaar has been established in the year June 1992 and housed in a building of 600 square feet with a separate reading circle which can accommodate more than 40 users. The library acts as a nerve center catering to the needs of the students and faculty of this college. This library has been fabricated as a center of excellence, for academic and research pursuits by keeping it open to the changes brought in by information and communication technology.

Mission of this library

To provide library resources for the use of teaching and learning program of this college.

- To provide reading resources for every authorized users.
- To provide every resource to its user.
- To make this library a growing organism.

LIBRARY TIMINGS	
During Regular Working Days/Examination Days	
Week/Days	Working Hours
Monday To Friday	9.30 am to 5.30 pm
Saturday	9.30 am to 2.00 pm
Holiday	Sunday, National Holidays and Govt. Holidays
Circulation Timings (Issue/Return)	
Monday To Friday	9.30 am To 1.30 pm and 2.00 pm To 5.30 pm
Saturday	9.30 am To 1.30 pm
Lunch Break	1.30 pm To 2.00 pm

Library Team

Name	Designation	Library work assigned
Lokeshanaik M.Lib.Sc., M.Phil.,	Librarian	In charge of Library (Books and journals Division)
		In charge of Reading Room (Magazines and News Paper)
Library Advisory Committee	Principal Librarian All Subject HOD's Manager	Policy Making, Book Selection/ Collection Development/Annual Stock Verification/ and to support library day to day activities

Library committee for the year 2013-14

Sl.No	Name of the member	Hod	Designation
01	Prof. Deveeramma D	Principal	Chairman
02	Sri. Lokeshanaik	Librarian	Convener
03	Sri. Shankarlingaiah L	Kannada	Member
04	Sri. Srinivasappa G	English	Member
05	Sri. Ibrahim Sab	History	Member
06	Sri Ashok	Economics	Member
07	Sri Yatish	Pol. Science	Member

Responsibilities of the Library Advisory Committee

- To promote the record of human knowledge and to keep them according to the growing needs of the present as well as future.
- To provide better library services and support for both teaching and learning.
- To create a platform to stimulate reading for pleasure, self-realization, personal growth, development and cultivation of intellectual excellence
- To provide financial assistance to train the sub- staff.

- To promote healthy practices and reading habits among students
- To ensure that the library building is functional.
- To library collection development Book selection - books, journals, magazines newspaper etc.
- To frame flexible and suitable Library rules for both the students as well as Teachers, Alumni and External visitors
- To monitor the activities of the Reading Room
- To report Annual Stock verification
- To Weed out unserviceable books
- To ensure Total Quality Management of the library

Healthy Practices

Students are involved in the library live activities such as data entry, printing of barcode and labels pasting, shelving, stock verification etc. and motivated them to use the right library resources in a right manner at a right time for a right purpose. Student's participation has been inculcating healthy library practices.

The support services available in the library

- One Barcode Scanner
- One Reprography (Xerox)
- Necessary Power Backup
- Faculty and staff database
- Library resources database
- Acquisition of Books.
- Journals/Magazines/Newspaper database.
- Students database
- Faculty database.
- Students database
- Stock verification

Close Access System

Close access system is practiced in this library to ensure easy access of library resources.

Right of admission is reserved for all the members of this library to refer the required knowledge resources of the library subject to abide the rules and regulations and instructions of the library authority.

Students are not allowed during the class hours

Students are advised to visit the library as per their library time table only.

Members should have a valid barcode library ID card compulsorily.

LIBRARY BUDGET FOR THE PAST FIVE YEARS

Amount spent on library books

Sl.No.	Year	Amount Rs.
01	2011-12	17,100.00
02	2010-11	6,19,257.00
03	2009-10	1,41,483.00
04	2008-09	1,11,000.00
05	2007-08	1,37,000.00
--	Total	10,25,840.00

Books and Non-book materials

Sl.No.	Types of Reading Materials	As on 31-03-2011	Add During 2011-12	Total No. of Books in library as on 31-03-2012.
1	Books	4,375	109	4,484
2	Text Books	5,812	393	6,205
3	Reference Books/Non-book materials	6,780	621	7,401

---	Total	16,967	1,123	18,090
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Sources of FUND FOR library collections

Sl.No.	Sources of Fund	No. of Books
01	General Grants - Dept. of Collegiate Education (Parent Dept)	11,241
02	SC/ST- S.CP Grants - Dept of Collegiate Education (Parent Dept)	5,471
03	Bangalore University - SC/ST Cell	905
04	Gift Books- From parents, students , Faculty , Parents and other Charitable Institutions	473
---	Total	18,090

BOOK BANK FACILITIES AVAILABLE

Sl. No.	Name of the Book bank	No. Books available	Sources of Fund
01	General Grants	11,241	Dept of Collegiate Education (Parent Dept)
02	SC/ST- Students Book Bank	5,471	S.CP Grants - Dept of Collegiate Education (Parent Dept)
03	SC/ST Cell- Book Bank	905	Bangalore University
04	Gift Book Bank	473	From parents, students , Faculty , Parents and other Charitable Institutions
---	Total	18,090	---

Subject wise books as on 31-07-2013

Sl.No.	Subjects	As on 31-07-2013	Add during 2011-12	Total books
01	Kannada	2,151	243	2,394

02	English	468	25	493
03	History	2,845	58	2,903
04	Economics	2,903	70	2,973
05	Political Science	2,880	76	2,956
06	Sociology	895	53	948
07	Physics	242	15	257
08	Chemistry	371	10	381
09	Mathematics	380	12	392
10	Commerce/Accountancy	1,697	406	2,103
11	Computer Science	225	0	225
12	Others	1,621	135	1,756
13	Competitive Examination	108	10	118
14	Encyclopedia	104	0	104
15	Dewey Decimal Classification 22 Ed.	4	0	04
16	Dictionaries	32	0	32
17	Who is Who of Karnataka Artist	01	0	01
18	Biography	15	10	25
19	Glossary	1	0	1
20	Year Book	10	0	10
21	3D Media-Globe	1	0	1
22	Graphic Media	12	0	12
23	Classified State Bibliography of Linguistic	01	0	01
---	Total	16,967	1,123	18,090

Special Collections available

Sl.No.	Name of the Special Collections	Volume/s	Sl. No.	Name of the Special Collections	Volume/s
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01	Materials for Competitive examinations including Employment news, G.K., Yojana etc .	108	16	Dictionary of Science	01
02	The New Encyclopedia Britannica	33	17	Dictionary of Physics	01
03	Britannica Guide to the World's Most Influential People-Philosophers, Scientists, Leaders	03	18	Dictionary of Chemistry	02
04	The World Book Encyclopedia	22	19	Dictionary of Mathematics	01
05	The World Book Encyclopedia of Science and Technology	20	20	Sports Dictionary	01
06	Encyclopedia of Global Warming	05	21	Glossary in Biotechnology	01
07	Dewey Decimal Classification	04	22	Year Book	10
08	The New Book of Knowledge	21	23	3D Media -Globe	01
09	Who's Who of Karnataka Artists	01	24	Graphic Media- Maps/Charts/Atlas	12
10	Biography-15vol	15	25	Classified State Bibliography of Linguistic Research on Indian Languages	01
11	The world Book Dictionary-2vol	02	26	Indian Journals	04
12	Dictionary of Science and Technology	01	27	Magazines	06
13	Academic Press Dictionary	01	28	Back volumes of journals	06
14	Dictionaries - Monolingual,	20	29	E-Resources- CD/DVD	75

	Bilingual and Multilingual				
15	Sanskrit English Dictionary	01	---	---	---

Journals SUBSCRIBED

Sl.No.	Journals Subscribed	Annual/Bi-annual/ Quarterly/Monthly	Amount In Rs.
01	Peer Reviewed Journal: "DECCAN LITERARY JOURNAL" -	Bi-Annual - Subscribed for five years International Peer Reviewed Journal	Rs.2000/-
02	JOURNALS: "INDIAN LITERARY JOURNAL"		Rs 625/-

Magazines Subscribed

Sl.No.	Name of Magazine	Monthly/ Bi-Monthly /Weekly	Subscribed
01	Down To Earth	A Bi-monthly Magazine (Subscribed for three years)	Rs. 915/-
02	Yoga Quest	Monthly Magazine (Subscribed for one years)	Rs. 650/-
03	Education of Yoga	Monthly Magazine (Subscribed for three years)	Rs. 1600/-
04	India Today	Monthly Magazine	Subscribed
05	Sports Star	Weekly	Subscribed
06	GK Today	Monthly	Subscribed
07	Wisdom	Monthly	Subscribed
08	Science report	Monthly	Subscribed
09	Job news	Weekly	Subscribed

10	Udyoga Varthe	Weekly	Subscribed
11	Sudha	Weekly	Subscribed
12	Employment News	Weekly	Subscribed
13	Saprdha Chaithra	Monthly	Subscribed
14	Saprdha Spoorthy	Monthly	Subscribed
15	Guide	Monthly	Subscribed
16	Competition Success Review	Monthly	Subscribed

Magazines-complementary/donated

Sl.No.	Name of Magazine	Monthly/ Bi- Monthly /Weekly	Subscribed
01	YOJANA (By Ministry of Information and Broadcasting Govt. of India)	Monthly	complimentary copy
02	Humanism	Weekly	complimentary copy
03	Viveka Prabha	Monthly	complimentary copy
04	Business World	Monthly	By Prof.N Srinivasaiah
05	Thingalu	Monthly	complimentary copy
06	Spardha Chaithra	Monthly	complimentary copy
07	NAAC News	Monthly	complimentary copy

News Papers SUBSCRIBED/SPONSORED

Sl.No.	Name of the Daily	Subscribed/Sponsored
01	Times of India	Subscribed

02	Vijaya Karnataka	Subscribed
03	Kannada Prabha	Subscribed
04	Udayavani	Subscribed
05	Prajavani	Subscribed

LIBRARY SERVICES OFFERED

- Circulation Services.
- Ready Reference Services.
- Referral Service
- Reference Service.
- Previous Examination Question Paper
- Newspaper clippings.

ICT TOOLS AVAILABLE

- Bar Coding Scanner.
- Internet USB Modem and.
- Reprography

Library Collections Development

On recommendation of the subject experts of the library advisory committee Need based collection is being developed to achieve the goals of teaching and learning program of this institution.

Library's collection development functions are carried out by the Library advisory committee consisting of the principal as the chairman, librarian as a convener, office manager and all subjects' head of the department of this college.

Library committee actively participates in book selection and the day to day library activities, policies and procedure and to assist the librarian to provide various library services for both teaching and learning programmes of this college.

Records of Library

- Accession Register.
- Class wise Book Issue Register.

- Book supplied bill file.
- Periodical order placing correspondence file.
- Cost of Books collection Register.
- Dues Register.
- Books Written off file.
- Book acquisition database Granth3(backup).
- Faculty database Granth3(backup).
- Journal and Magazines database Granth3(backup).
- Acquisition Records back up in excel soft copy(backup).
- Student log book.
- Teacher log book

Other Information Services

Library preserves the important circulars, brochures, pamphlets, and newspaper clippings for various subjects containing the important articles of socio, economic, science, technological, political, environment and value based education articles including vocational guidance.

The available information is displayed on the library notice board for the reference of the faculty, students and staff.

Conclusion:

In a digital environment librarian should familiar with search engines such as google, yahoo etc. and relevant websites according to their user's needs. In a traditional library system, librarian used to compile cumulative indexes for the benefit of their users. But in a digital system librarians can use various databases, library networks, search engines, websites etc. to search information.

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