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MANAGEMENT OF COLLECTION IN UNIVERSITY LIBRARIES OF ASSAM IN ICT ENVIRONMENT: A STUDY.

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***ABSTRACT:** The present study investigated about the management of collection in university libraries of Assam, in ICT environment. The study covered the main criteria like library organizational structures, collection development policy, document selection, supplier selection, book order, resource collection, licensing policy, technical processing, organization of resources, access to collection, library services, collection maintenance, user strength etc. data collected from the library professional.*

The study investigates and elaborates the primary way to learn about the collection management, collection development in accordance to today's information exploitation age of ICT. Findings and suggestions have been given to make the service more beneficial in the university libraries of Assam.

Though the e-resources considered as the vital components of university library collection, till now some of the reputed university library not in a position to purchase the e-resources and though some of the university library have their e-collection till now that are not fully organized, it is due to various factors like insufficient funds, inadequate trained staff in handling computers and software packages, and administrative concerns etc. Automation has been initiated in all university libraries of Assam and they are enjoying the ICT in almost all aspects such as user, resources and staff management and services. It is important to evaluate whether the progress in ICT has any impact on the library profession in these highest educational institutions or not. The study carried out through questionnaire method for collection of data and supplemented by interviews of librarians to gather additional information required.

Keywords: Management of Collection, collection management, University Libraries, Information and Communication Technologies, Assam.

1. Introduction:

Library is the essential centre for any academic setting. Libraries supplement the instructional work of classrooms and carry forward the ideals of education thus real education can only be achieved through the libraries.

Dr S Radhakrishnan, Chairman of University Education Commission (1949) described the role of university library as “the library is the heart of all university’s work, directly so as regards its research work, and indirectly as regards its educational work, which derives its life from research work. Scientific research needs a library as well as laboratories, while for humanities research the library is both library and laboratory.”

Library collection is considered as the sum total of library materials like books, serials, thesis and dissertations, conference proceedings, manuscripts, computer tapes, government documents, CD, DVD, standards/ specifications, patents and digital resources, which makes up the holdings of a particular library. Collection development is a process of building up and improving the collection of a library. User need, collection development policy, book selection, acquisition, management evaluation, resource sharing, weeding policy, storage and preservation of collection are the important area of collection development and management. The most troubling problem faced by the libraries in collection development are explosion of literature, literature scatter, rising price of documents, widening gap and cost between hard bound and paper bound edition, inelastic budget, book selection, weeding out, delay in release of book grants and technological evaluation. Collection Management for better service to the user is the most important and primary objective of any library. A University library deals with file information, often semi published or unpublished and emphasizes unit of information rather than entire document. A university library may have to deal with specific, current and up to date information in a variety of forms including unconventional forms like technical reports, reprints, off prints, pre-prints, conference papers and proceedings, trade catalogue, instruction manuals, equipment manuals, code of practice, data handbook, data sheets, Engineering drawing, newspaper, market surveys, slides, cassettes, records, motion pictures, photographs etc.

The prior purpose of the collection development policy is to establish operating guidelines for the pre-planned development of a quality collection of materials to meet the educational needs of students, research scholar and faculty members of the university. The policy provides general guidelines for allocating funds and formulating objective selection criteria. The goals are to ensure consistency among those who have responsibility for developing the collection and to provide a tool for evaluating and improving collections for all relevant subject disciplines. The objective of the university library is to provide information resources and facilitate information access in support to scholarly activity and research, student learning, teaching excellence and curricular development.

2. University Libraries and ICT:

University libraries with implementation of ICT has reaching a new forms of library service to get more user satisfaction and hence comes the concept of digital library and information centers.

University Libraries are now greatly pretentious by the impact of ICT. Such libraries are immensely interest in incorporating the latest ICT in their administrative functions, technical works and user services. UGC liberally contributes the grants to the University and other affiliated colleges to install the ICT facilities and generate a digital environment. INFLIBNET is actively involved in the automation and digitization of university libraries. The encouragement and cooperation given by the INFLIBNET by its various activities like funding, training, orientation, workshop and publication made the university libraries equipped with all the ICT tools for providing better services to the students, research scholar and teachers.

The concept of digital library service has evolved after the implementation of ICT in the library and information centers. The implementation of ICT in the libraries is has demanded new forms of library services to get more user satisfaction. It is the advancement of information technology which people are taking the advantage in the modern knowledge society. Now anyone can access the information within a second from anywhere of the globe by a single mouse click or by a single touch in our mobile screen thus the concept of a library became library in a pocket.

3. Literature Review:

A number of relevant studies have been carried out for the study is as follows-

3.1 Krishan Kumar, (1982). *“Library Organization”* in this book the author discussed about the functions of management like planning, organizing, staffing, direction and leading, controlling, reporting and budgeting in relation to library management and organization also he discussed the principles of management in context of library organization and management.

3.2 Mahapatra,P.K. (1999). *“Collection Management in Libraries”*, New Delhi. Ess Ess Publication. The author discussed briefly about collection development and collection management in his book. Author further discussed the issues and problem related to collection development and management.

3.3 Barooah, P. K, (2008). *“Internet Service – Usage in Academic Library”*. In Souvenir- Tranning cum Workshop on Automation in Academic Libraries of North East India. The author discussed brief introduction about Internet, levels of use and requirement of e-mail, services by e-mail, remote information resources available via internet,pushed based services, housekeeping operation like book acquisition, cataloging , classification, serial control, other services like FAQs, feedback etc. the author discuss the use of internet in NEIST library, Jorhat.

3.4 Dharani, A (2013) *“Collection Management of Electronic Information Resources: An Analytical study of selected University Libraries in Andhra Pradesh”*. In this study the author stated the important aspects of collection management of e-resources as well as print resources and its impact on

the overall economy of university libraries collections to reap the benefit of electronic resources. The study primarily aims to know about preferred collection management activities carried out in selected university libraries of Andhra Pradesh.

3.5 Patra, N. K. (2016). *“Electronic Resources Management (ERM) in Libraries of Management Institutes in India.”* In this study the author states the status and differences in different components of e-resources management of business or management school libraries in India. The author further discussed the factors responsible for criteria and methods used in the life cycle of e-resources and e-resource management (ERM) system.

3.6 Patel, S. (2016). *“Collection development in Academic libraries”.* The study covers the importance of collection development, various factors relating to the qualitative collection rather than quantity for the benefit of the user, study covers factors like policy, principles, techniques, and procedures, problem associated with collection development as well as weeding out.

3.7 Pathak, A. K. (2017). *“Impact of information Technology on the collection development in the university libraries of Assam: a study”.* The author discussed different types of collection in university libraries of Assam, factors affecting the collection development of Assam, expenditure for collection development in the university libraries etc. The author studied the selection criteria, acquisition process and weeding out policy of documents in the university libraries of Assam and also studied the used of information technology in university libraries of Assam.

3.8 Deepa, R. (2018). *“A Study on Library Collection Development in University of Kerela in the Information Technology Environment”.* The author stated that university is being the hub of the higher education and learning, the main objective of the university library is to support the educational and research need of the institution, so it needs a comprehensive, qualitative and well balanced resource collection with ICT facility. The author discussed the cost effectiveness of library collection university libraries of Kerela.

3.9 Choudhury, T.A., Rahman, Mukutor & Barooah, P. K. (2018). *“Knowledge Management and Development of Libraries”.* The authors attempt to state that the development of knowledge management in recent years has become the key concern for librarians and libraries. The authors discussed how the library will play a very crucial role in the extension and modification of knowledge. The authors also highlighted an overview to knowledge management in terms of its relevance for library and science professionals. The authors focused on the concept of knowledge management and its application towards development of libraries.

4. Study Area:

The study has done in different universities of Assam. Though there are eighteen university libraries functioning in Assam with establishing valid reason out of them eight university libraries are excluded from the study. Due to, some of the libraries are newly established which have lack of infrastructure and resources. Some of them are established before but lack of resources. The ten selected university libraries have covered the study are as follows:

(As the Assam Don Bosco University have their three separate university campus libraries such Assam Don Bosco University, Azara campus, Assam Don Bosco University, Sonapur campus and Assam Don Bosco University, Kharghuli campus the study collected and analyzed the data separately as separate unit thus the study carries twelve libraries in all.)

Table A: Selected university libraries for the study			
Sl no.	Name of the University	Place	Year of established
A. Central Universities of Assam			
1	Assam University	Silchar	1994
2	Tezpur University	Tezpur	1994
B. State Universities of Assam			
3	Assam Agricultural University	Jorhat	1969
4	Bodoland University	Kokrajhar	2009
5	Dibrugarh University	Dibrugarh	1965
6	Gauhati University	Guwahati	1948
C. Open University of Assam			
7	Krishna Kanta Handique State Open University	Dispur, Guwahati	2006
D. Private Universities of Assam			
8	Assam Don Bosco University	Azara, Guwahati	2008
9	Assam Don Bosco University	Sonapur, Guwahati	2008
10	Assam Don Bosco University	Kharghuli, Guwahati	2010
11	Assam Down Town University	Panikhaiti, Guwahati	2010
12	Kaziranga University	Jorhat	2012

5. Objectives of the study:

The purpose of this study is to analyze the collection development and management of collection in university libraries of Assam. The objective of the study is also taken into consideration of importance of both printed and E – resources for the university libraries. The objectives of the study are as follows:

1. To find out the resources and services available in university libraries of Assam.
2. To find out the use of ICT applications in university libraries of Assam.

6. Methodology:

This study involves analysis of data relating to resource expenditure, resources collection, library services and user population etc collected from library.

Survey method is employed to collect the information from the libraries. Information was collected through structured questionnaire. Questionnaires were distributed among selected university libraries. Interview method was also considered in some special cases. The responses were analyzed for frequencies, relevance and cross tabulation has made to organize the data for further analysis.

7. Data Analysis:

In this study data analysis is based on the survey using schedule, questionnaire, and observation and conducting interview. The responses in all the libraries visited were found to be impressive and all the librarians and library professional, library staff found very cooperative. The study used some abbreviation like AU, TU, GU, DU, AAU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU means Assam University, Tezpur University, Gauhati University, Dibrugarh University, Assam Agricultural University, Bodoland University, Krishna Kanta Handique State Open University, Assam Don Bosco University Azara campus, Assam Don Bosco University Sonapur campus, Assam Don Bosco University Kharghuli campus, Assam Down Town University and Kaziranga University respectively for the convenience. The data collected from different university libraries in the form of questionnaire and interview are organized in a tabular form and analyzed below.

7.1 General information:

Table 1 General information of libraries up to 2018												
University	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Collection	12844 9	8600 4	27186 1	23122 6	17500 0	1600 0	18113	15917	4817	4082	2046 1	1074 5
Age of Library	24	24	70	51	49	9	10	10	10	8	8	6

Year of Establish	1994	1994	1948	1967	1969	2009	2008	2008	2008	2010	2010	2012
Librarians gender	Male	Male	Male	Male	Male	Male	Male	Male	Male	Female	Male	Male
Working in position	less than 5	5 to 10	5 to 10	5 to 10	5 to 10	5 to 10	5 to 10	less than 5	less than 5	less than 5	less than 5	5 to 10

Table number 1 shows the general information about library and librarian where it found out of 12 libraries 11 numbers (91.66%) are male and 1 number (8.33%) of female librarian which found in Assam Don Bosco University Kharghuli. It is seen that GU is the oldest one having highest number of books is 271861 and KU is the youngest among all is having 10745 collections. Librarians working in current position less than 5 years are 41.66% and 5 to ten years are 58.33%. Collection is highest in GU, followed by DU and AAU as second and third respectively.

7.2 Library Timings:

Table 2 Library timings												
University	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Working days	300	350	250	365	335	240	265	313	313	285	280	220
Opening hours	9:30am - 8:30pm	9:00am-12:00mid night	10am - 8:00pm	9:30am - 9:00pm	8am - 8pm	10am-4:30pm	10am-5:00pm	9am-5:00pm	9am-5:00pm	9am-7:00pm	9am-5:00pm	NA

Chart 1

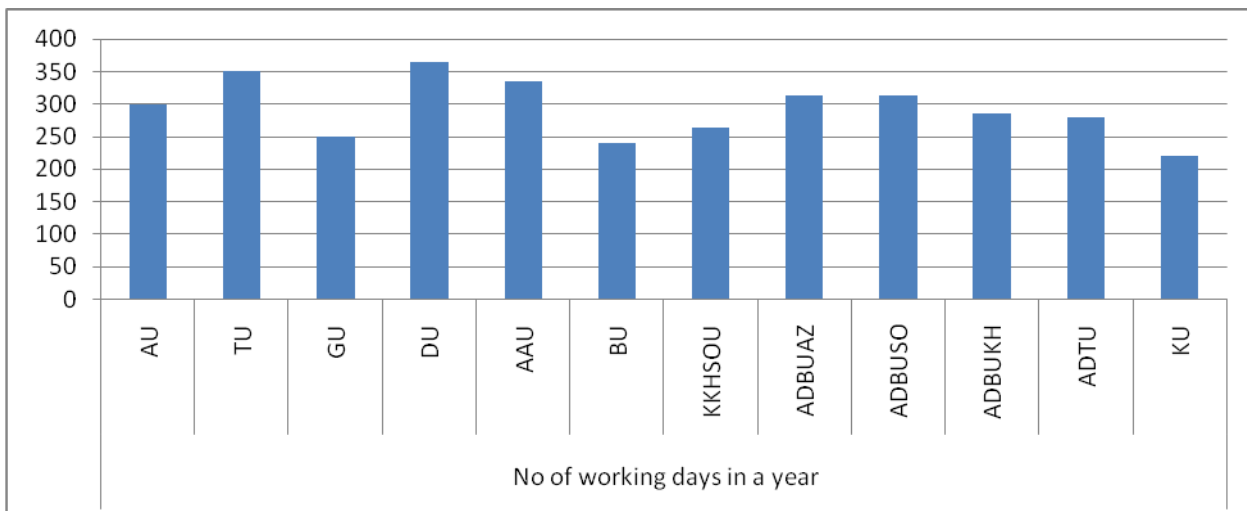


Table number 2 Shows number of working days in a year where highest working days having with Dibrugarh University opened each day in a year followed by TU 350 days as second and lowest with Kaziranga University 120 days in a year.

It is seen that among the libraries 58.33% are closed on Sundays and 41.66% is opened on Sundays also are TU, GU, DU, AAU and KKHSOU.

7.3 Library user:

User Category	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Faculty	333	283	1104	253	523	70	44	70	150	7	300	120
Research Scholar	287	503	6146	533	1581	64	30	30	30	2	14	35
PG/UG Students	1280	3940	1328	5908	NA	1500	Nil	1000	509	378	1191	1869
Others	318	267	100	315	540	50	150	50	150	29	NA	105
Total	2218	4993	8678	7009	2644	1684	224	1150	839	416	1505	2129

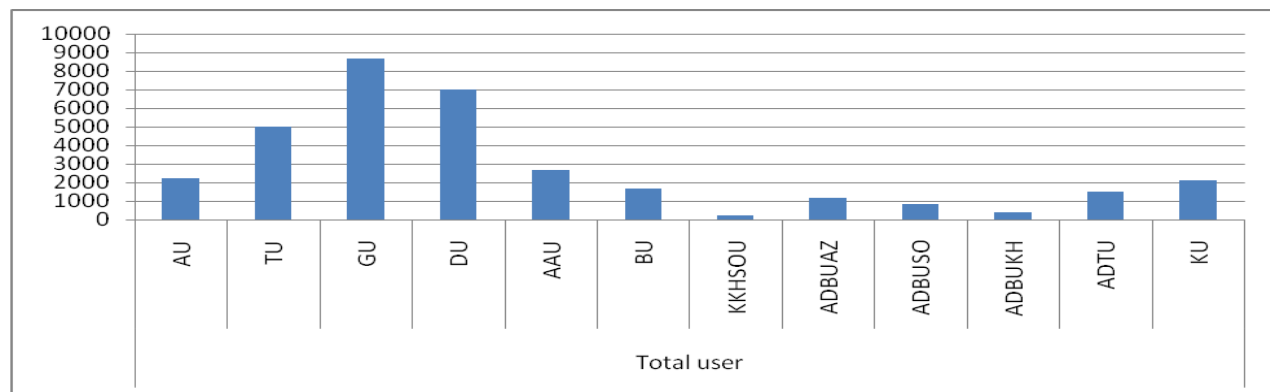
Table 3 shows highest number of faculty found in Gauhati University followed by AAU and AU as second and third respectively and lowest in Assam Don Bosco University Kharghuli.

It is seen that highest number of research scholar found in Gauhati University, followed by AAU is 1581 as second which include students also and lowest in Assam Don Bosco University Kharghuli.

It is seen that highest number of post graduate, under graduate user found in Dibrugarh University, followed by Tezpur University as second and lowest in Assam Don Bosco University Kharghuli.

It is seen that number of library users as others is highest in AAU, followed by AU and DU as second and third respectively and lowest in ADBUKH.

Chart 2



It is seen that total library user is highest in GU having with 8678 numbers followed by DU having with 7009 numbers as second and TU having with 4993 numbers as third position and KKHSOU is lowest having with 224 numbers.

7.4 Organizational Structure:

7.4.1 Library Committee:

Table 4 Library Committee

University	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Library Committee	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Nature of the committee	-	NA	-	-	-	Executive	-	Executive	-	-	-	-
	-	NA	-	-	-	-	-	-	Recommendatory	-	-	Recommendatory
	Advisory	NA	Advisory	Advisory	Advisory	-	Advisory	-	-	Advisory	Advisory	-
Frequency of meeting	NA	six months	six months	six months	-	-	-	six months	-	six months	six months	six months
	NA	-	-	-	one year	one year	-	-	one year	-	-	-
	NA	-	-	-	-	-	Three months	-	-	-	-	-
Member of committee	Librarian	Librarian	Librarian	Librarian	Librarian	Librarian	Librarian	Librarian	Librarian	Librarian		
	-	Deputy Librarian	-	Deputy Librarian	Deputy Librarian	Deputy Librarian	Deputy Librarian	Deputy Librarian	-	-	-	-
	-	-	-	-	-	Assistant Librarian	Assistant Librarian	Assistant Librarian	-	-	Assistant Librarian	Assistant Librarian

Table number 4 stated that all the university libraries have their library committee.

The nature of the library committee as executive found 16.66% they are BU and ADBUAZ. Library committee with recommendatory in nature found 16.66% they are ADBUSO and KU. The advisory natured committee found in AU, GU, DU, AAU, KKHSOU, ADBUKH and ADTU as 58.33%.

The frequency of organizing a meeting by the library committee is found that within six month 58.33% they are TU, GU, DU, ADBUAZ, ADBUKH, ADTU and KU. The university library AAU, BU and ADBUSO organize the library committee meeting within one year that is of 25%. The KKHSOU library organizes library committee meeting within three month which is of 8.33%.

7.4.2 Library professional from the library as member of the library committee:

Almost all the university librarians are the member of their own library committee which is 83.33%, except ADTU and KU that is 16.66%. The deputy librarians of TU, DU, AAU, BU, KKHSOU and ADBUAZ are the member of library committee is 50%. The assistant librarians of the BU, KKHSOU, ADBUAZ, ADTU and KU are also the member of library committee is of 41.66%.

7.4.3 Library personnel:

Library personnel	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Professional staff	15	11	15	9	7	1	2	1	1	1	2	2
Semi professional staff	NA	2	10	8	7	1	1	2	Nil	Nil	Nil	3
Administrative staff	2	2	6	7	2	1	Nil	Nil	Nil	Nil	Nil	Nil
Working staff	5	3	19	14	NA	3	Nil	Nil	1	1	3	4
Total	22	18	50	38	16	6	3	3	2	2	5	9

Table 5 shows Number of Professional Staff is highest in Assam University and Gauhati University is 15 each followed by Tezpur University is 11 as second and Dibrugarh University is 9 as third position and Bodoland University, Assam Don Bosco University Azara, Assam Don Bosco University Sonapur and Assam Don Bosco University Kharghuli is 1 as lowest in number.

Semi Professional Staff where Gauhati University is highest in number followed by Dibrugarh University as second, Assam Agricultural University as third and Bodoland University and Don Bosco University Sonapur is lowest in number.

It is stated that number of administrative staff is highest in Dibrugarh University followed by Gauhati University and lowest in number as in Bodoland University.

Working staff is highest in Gauhati University, followed by Dibrugarh University as second and Assam Don Bosco University Sonapur and Assam Assam Don Bosco University Kharghuli is lowest in number.

Chart 3

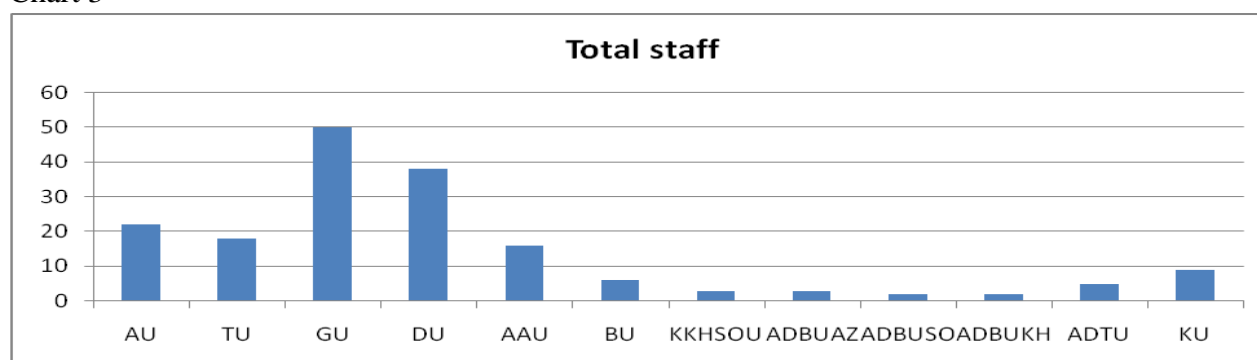


Table 5 stated that total number of library staff found highest in GU is having with 50 numbers followed by DU is having with 38 numbers as second and AU as third in position is having with 22 numbers.

7.4.3.1 Pay Structure:

University	Pay structure for Professional	Pay structure for non professional	Deploy Staff Contractual basis	Engage Professional Trainee
AU	UGC	Central Govt. of India	Yes	Yes
TU	UGC	NA	Yes	Yes

GU	UGC	State govt.	Yes	Yes
DU	UGC	State govt.	Yes	Yes
AAU	UGC	State govt.	Yes	Yes
BU	UGC	State govt.	No	No
KKHSOU	UGC	NA	No	No
ADBUAZ	UGC	NA	Yes	Yes
ADBUSO	UGC	NA	Yes	No
ADBUKH	UGC	NA	No	No
ADTU	Private/own	Private/own	No	No
KU	UGC	NA	No	No

Table number 6 stated that the university that follows UGC pay structure for library professional is AU, TU, GU, DU, AAU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH and KU. Pay structure as state government for the non professional staff is followed by GU, DU, AAU and BU. Government of India (central) pay structure for non professional is followed by Assam University, Silchar. ADTU is only university which followed its own private standard pay structure for professional and non professional.

7.4.3.2 Deploying Sub Staff:

Table number 6 stated that the university library deploy sub staff for library work under contractual basis are AU, TU, GU, DU, AAU, ADBUAZ and ADBUSO.

7.4.3.3 Engaging professionally qualified fresher's as trainee:

Table number 6 stated that the AU, TU, GU, DU, AAU and ADBUAZ library engage professionally qualified fresher as trainee.

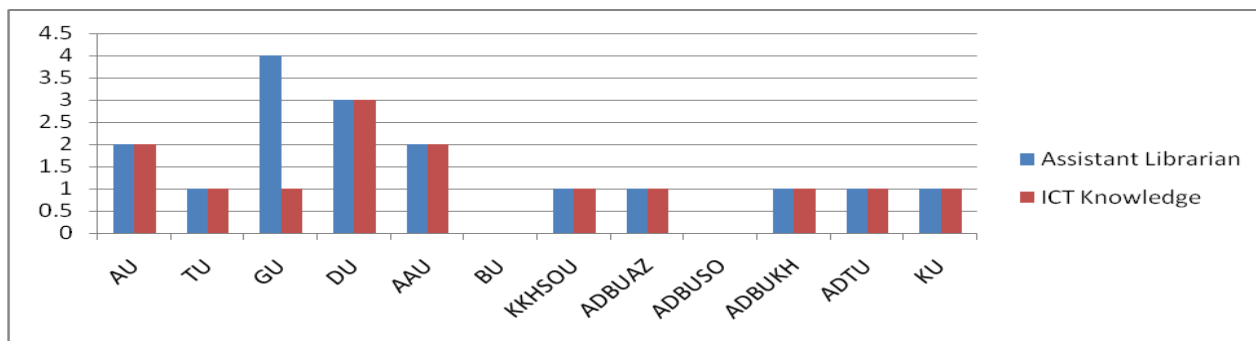
7.4.4 Library Professional with practical knowledge of ICT:

Table 7 Library Professional with Practical knowledge of ICT												
Description	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Deputy Librarian	1	1	Vacant	1	1	1	NA	NA	NA	NA	NA	NA
ICT Knowledge	1	1	NA	1	1	1	NA	NA	NA	NA	NA	NA
Assistant Librarian	2	1	4	3	2	NA	1	1	NA	1	1	1
ICT Knowledge	2	1	1	3	2	NA	1	1	NA	1	1	1
Library Assistant	4	3	15	5	4	1	1	NA	2	1	1	1
ICT Knowledge	3	3	4	5	4	1	1	NA	1	1	1	1
Technical Assistant	NA	1	NA	Nil	NA	NA	NA	1	NA	NA	2	NA
ICT Knowledge	NA	1	NA	NA	NA	NA	NA	1	NA	NA	2	NA

7.4.4.1 Table number 7 stated that the deputy librarian of AU, TU, DU, AAU and BU each has practical knowledge of ICT.

7.4.4.2 Assistant Librarian with practical knowledge of ICT:

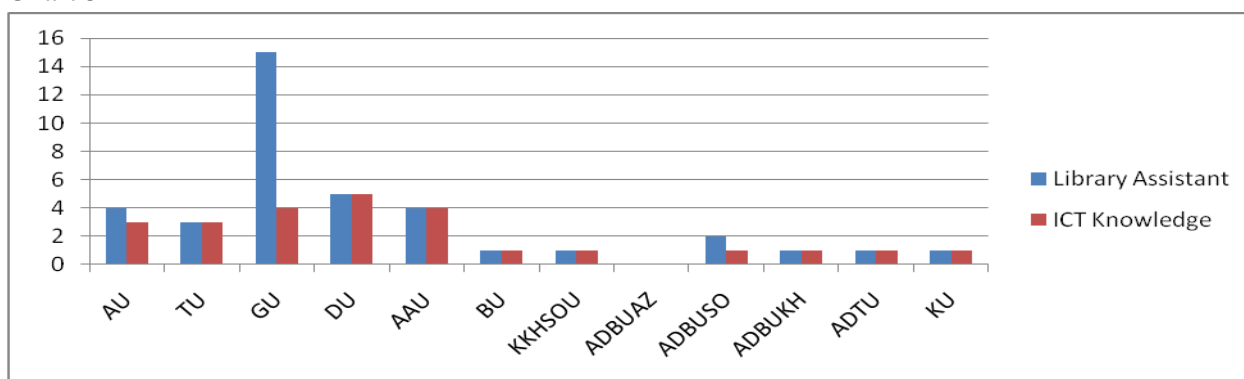
Chart 4



Assistant Librarian with practical knowledge of ICT shows in Table 7 where ratio of professional and practical knowledge of ICT in all universities is equal except Gauhati University where ratio is 4:1 i.e 25% Assistant Librarian have practical knowledge of ICT and other 75% do not have.

7.4.4.3 Library Assistant with practical knowledge of ICT:

Chart 5



Library Assistant with Practical knowledge of ICT showed in Table 7 where ratio of professional and practical knowledge of ICT in all universities is equal except Assam Agricultural University, Gauhati University and Assam Don Bosco University Sonapur where ratio is 4:3, 15:4 and 2:1 respectively. Table number 7 represents the Technical Assistant of TU, ADBUAZ and ADTU have the practical knowledge of ICT is 100% which ratio shows 1:1, 1:1 and 2:2 respectively.

7.4.5 Conducting training programme for professional staff:

Table 8 Library conduct training programme for professional staff					
University	Conduct Training	Programme conducted as-			
AU	Yes	Special Refresher/orientation/workshop	In house	Out site	NA
TU	Yes	Special Refresher/orientation/workshop	In house	NA	NA
GU	Yes	NA	In house	NA	NA

DU	Yes	Special Refresher/orientation/workshop	In house	Out site	On site
AAU	Yes	NA	In house	NA	NA
BU	Yes	NA	In house	NA	NA
KKHSOU	Yes	Special Refresher/orientation/workshop	In house	Out site	On site
ADBUAZ	yes	NA	In house	NA	NA
ADBUSO	No	NA	NA	NA	NA
ADBUKH	No	NA	NA	NA	NA
ADTU	No	NA	NA	NA	NA
KU	Yes	NA	In house	NA	On site

Table number 8 stated that seventy five percent university libraries conducting training programme for professional staff they are AU, TU, GU, DU, AAU, BU, KKHSOU, ADBUAZ and KU. University libraries are not conducting training programme for professional staff they are ADBUSO, ADBUKH and ADTU which is of 25%. The training programme conducted as workshop/ orientation/ specialized refresher course is adopted by AU, TU, DU and KKHSOU. In house method of training programme adopted to train the professional by the university library are AU, TU, GU, DU, AAU, BU, KKHSOU, ADBUAZ and KU. Training programme as out site adopted by AU and DU and KKHSOU where as training programme as onsite adopted by DU, KKHSOU and KU.

7.5 Collection Development Policy:

Table 9 Collection Development Policy				
University	Written Collection Development Policy	Regularly implemented	Revised and updated	Include the electronic resources
AU	Yes	Yes	Yes	No
TU	No	NA	NA	NA
GU	Yes	Yes	Yes	Yes
DU	Yes	Yes	Yes	Yes
AAU	Yes	Yes	NA	Yes
BU	Yes	Yes	Yes	No
KKHSOU	Yes	Yes	No	Yes
ADBUAZ	No	NA	NA	NA
ADBUSO	Yes	Yes	Yes	No
ADBUKH	No	No	No	No
ADTU	No	NA	NA	Yes
KU	No	NA	NA	NA

Table number 9 stated that about 58% university libraries have their written collection development policy they are AU, GU, DU, AAU, BU, KKHSOU and ADBUSO and other 41.66% do not have their written Collection Development policy they are AU, ADBUAZ, ADBUKH, ADTU and KU. All the

libraries which having written collection development policy are regularly implemented by the university library authorities. The revised and updated collection development policy is with AU, GU, DU, BU and ADBUSO. Collection development policy of KKHSOU is not an updated one. The collection development policy of GU, DU, AAU and KKHSOU include the electronic resources.

7.6 Operating Expenditure of library for preceding five years 2012 to 2017:

Table 10 Operating Expenditure (Rs in Lakh) of library for preceding five years 2012 to 2017											
AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
NA	NA	6.19	82.0	NA	4.5	NA	NA	NA	NA	NA	NA

Table 10 stated that operating expenditure of library for last five years (2012-2017) is highest in Dibrugarh University expends 82.0 lakhs followed by Gauhati University expends 4.51 lakhs and Bodoland University expend 4.5 lakhs as lowest.

7.7. Document Selection:

Table 11 Library Resource Selection					
University	User who plays major role in the Doc selection				Resource selection tools
AU	Faculty	-	-	-	Publishers catalogue
TU	Faculty	-	-	-	Publishers catalogue
GU	Faculty	Students	-	-	Publishers catalogue
DU	Faculty	Students	Library Staff	VC & library committee	Publishers catalogue, Book quotations etc.
AAU	Faculty	-	-	-	Publishers catalogue, Book quotations etc.
BU	Faculty	-	-	-	Publishers catalogue, Book quotations etc.
KKHSOU	Faculty	-	-	-	Publishers catalogue, Reference list etc.
ADBUAZ	Faculty	-	Library Staff	-	Publishers catalogue, Book quotations etc.
ADBUSO	Faculty	-	Library Staff	-	Publishers catalogue, Book quotations etc.
ADBUKH	Faculty	Students	-	-	Publishers catalogue, Book quotations etc.
ADTU	Faculty	-	Library Staff	-	Publishers catalogue, Book quotations etc.
KU	Faculty	-	Library Staff	-	Publishers catalogue, Book quotations etc.

Table number 11 stated that regarding the document selection faculty plays the major role in all libraries they are AU, TU, GU, DU, AAU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU which is of 100%. Scholars and students also play a major role in GU, DU and ADBUKH. In DU, ADBUAZ, ADBUSO, ADTU and KU the library staff also play a vital role in document selection. In Dibrugarh University VC and library committee member also plays a vital role in document selection.

Libraries using important resources selection tools as publisher's catalogue are AU, TU and GU. The selection tool Publishers catalogue, book quotations etc. are using by DU, AAU, BU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU. KKHSOU is using publishers catalogue, Reference list etc. as document selection tools. Moreover the DU use stock list, book revised in news paper, Internet revision etc, KKHSOU use reference lists, social science resources etc. ADBUSO use core list and reference of various packages etc also.

7.8. Vendor Selection and Book Order:

Table 12 Vendor selection and book order procedure									
University	Criteria for selecting the book vendors						Procedure for place an order		
	On offer	Quick Service	Multi Stocks	Timely procurement	Regular Communications	Accepting delayed payment	From publisher	Online purchase	Quotations
AU	-	√	√	-	-	-	-	-	-
TU	√	√	√	√	√	√	-	√	-
GU	-	√	-	√	√	-	-	-	-
DU	-		√	√	-	√	√	-	-
AAU	√	√	√	-	-	-	√	-	-
BU	√	√	√	√	√	√	-	√	-
KKHSOU	√	-	-	-	√	-	√	-	-
ADBUAZ	√	√	√	√	√	√	-	-	√
ADBUSO	√	√	√	√	√	√	√	-	√
ADBUKH	√	√	√	√	√	-	√	-	√
ADTU	-	-	√	√	-	-	√	-	-
KU	√	√	√	√	√	√	-	-	√

Table 12 regarding vendor selection stated that on offer as main criteria for selecting the book suppliers followed by the University library of TU, AAU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH and KU. Quick service is another main criteria followed by the University library of AU, TU, GU, AAU, BU, ADBUAZ, ADBUSO, ADBUKH and KU. Regarding Supplier selection the criteria multi stocks is followed by the University library of AU, TU, DU, AAU, BU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU. Timely procurement of orders is followed by the University library of TU, GU, DU, BU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU as one of the main criteria for supplier selection. The criteria regular communications is followed by the university libraries of TU, GU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH and KU. Accepting delay payment as criteria to selecting suppliers is followed by the University library of TU, DU, BU, ADBUAZ, ADBUSO and KU. The KKHSOU library preferred the local supplier for ordering documents. The Library of KU follows one of the criteria for selecting the suppliers on basis of supplier who provide proper document in regard of billing.

Table 12 regarding book orders stated that the Assam university library places an order for purchasing a document to the registered vendor only. The Tezpur University places an order for purchasing a document by online purchase. The Gauhati university library places an order for purchasing a document to a vendor. The DU place an order for purchasing a document from publisher. Purchase from publisher process is being used by AAU to place an order for purchasing a document. The BU place an order for purchasing a document by online purchase. KKHSOU place an order for purchasing a document by from publisher. ADBUAZ place an order for purchasing a document by quotations. The process purchase from publisher and quotations are being used by ADBUSO and ADBUKH. ADTU purchase documents from publisher. The process quotations are used by KU library to place an order for purchasing a document.

7.9 Collection of resources:

Collections	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Print Books	128449	86004	271861	231226	175000	16000	18113	15917	4817	4082	20461	10745
E-Books	Nil	500	500	370	1370	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Print Journals in current list of subscription	268	177	352	143	50	24	35	63	108	25	245	38
E-Journal in current list of subscription	16000	10600	48000	10500	5000	Nil	3000	Nil	42032	1200	19600	24730

7.9.1 Collection of Print Books:

Chart 6

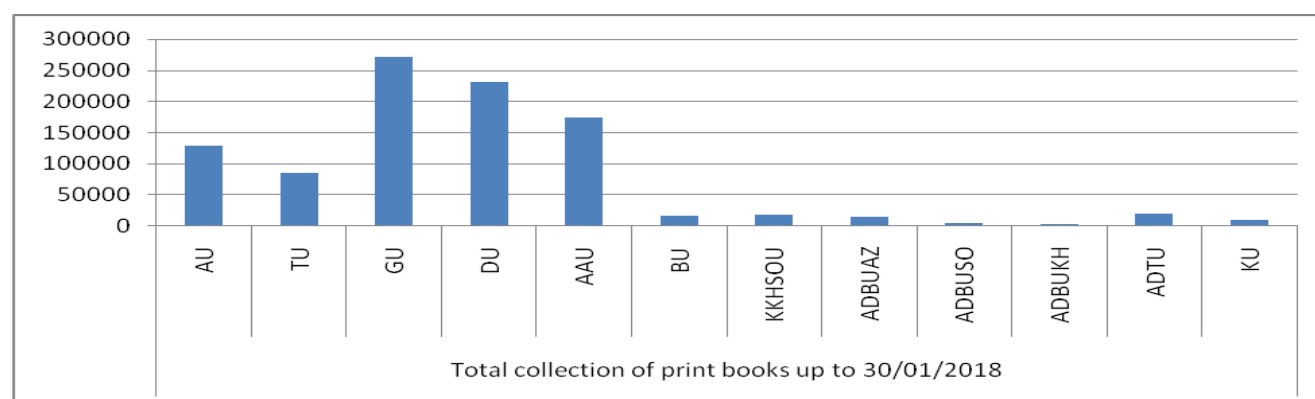


Table number 13 shows that the collection of print books is highest with Gauhati University having 271861 followed by Dibrugarh university having 231226 as second and Assam Agricultural

University is in third position having 175000 and Assam Don Bosco University Kharghuli is in lowest position having with 4082 numbers.

7.9.2 Collection of E-books:

Table number 13 stated that the 33.33% university libraries having e-books they are TU, GU, DU and AAU has 500, 500, 370 and 1370 number of books respectively. The university library of AAU is highest and DU is lowest in number regarding e-books.

7.9.3 Number of Print journals in current list of periodical subscription:

Table 13 indicates the collection of print journal where highest collection is having with Gauhati University is 352 numbers, followed by AU 268 numbers as second and lowest collection is having with Bodoland University. Assam University having out of 268 numbers of print journal which 186 numbers are national and 82 numbers are international journals. Tezpur University having out of 177 print journals 85 is national and 92 are international journals. Out of 24 all 24 are national print journal with BU. ADBUKH is having 25 print journals which 23 is national and 2 is international journals. ADTU is having 245 print journals where all are national.

7.9.4 Number of Online journals in current list of periodical subscription:

Chart 7

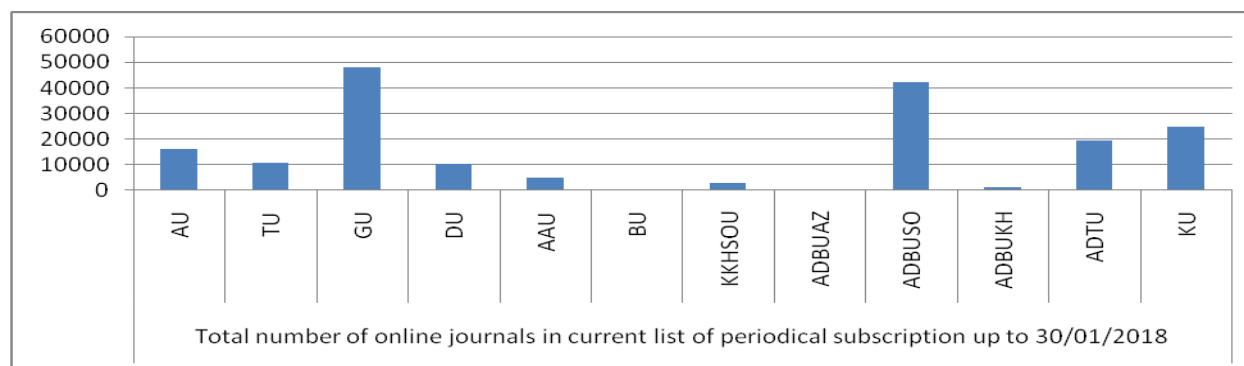


Table 13 states the collection of online journal where highest collection is having with Gauhati University is 48000 numbers followed by ADBUSO 42032 numbers as second and lowest collection is having with Assam Don Bosco University Kharghuli.

7.9.5 Addition of Print Books during five years (2012 to 2017):

Year	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
2012-	NA					NA			NA			
2013	NA	3147	1483	1957	NA		215	580		369	699	1469
2013-	NA				NA	NA			NA			
2014		4721	3475	2812			41	654		292	737	2550

2014-2015	NA	4203	1293	1855	NA	NA	446	743	NA	109	268	2430
2015-2016	NA	12067	983	2606	NA	NA	1715	886	1865	144	3708	2069
2016-2017	NA	3197	2154	558	NA	NA	604	700	2952	566	560	2227
Total	NA	27335	9388	9788	NA	NA	3021	3563	4817	1480	5972	10745

Chart 8

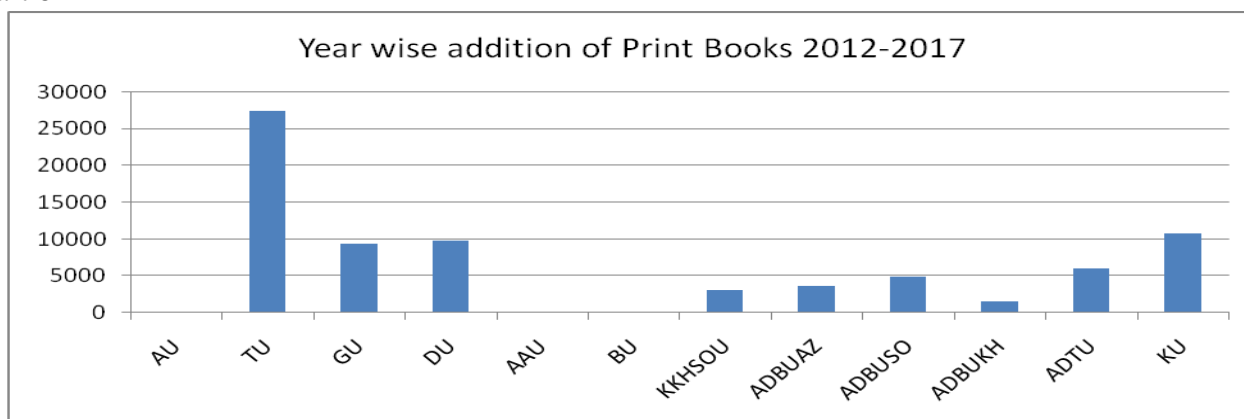


Table 14 stated that year wise addition of print books from 2012 to 2013 is highest in TU is 3147 numbers is followed by DU is 1957 numbers as second and GU is 1483 numbers as third in position.

Year wise addition of print books from 2013 to 2014 is highest in TU is 4721 numbers is followed by GU is 3475 numbers as second and DU is 2812 numbers as third in position.

Year wise addition of print books from 2014 to 2015 is highest in TU is 4203 numbers is followed by KU is 2430 numbers as second and DU is 1855 numbers as third in position.

Year wise addition of print books from 2015 to 2016 is highest in TU is 12067 numbers is followed by ADTU is 3708 numbers as second and DU is 2606 numbers as third in position.

Year wise addition of print books from 2016 to 2017 is highest in TU is 3197 numbers is followed by ADBUSO is 2952 numbers as second and KU is 2227 numbers as third in position.

Table 14 is evident that the total addition of print books from 2012 to 2017 is highest in Tezpur University is 27335 numbers is followed by Kaziranga University is 10745 numbers as second and Assam Don Bosco University Kharghuli is 1480 as lowest in position in five conjugative years.

7.9.6 Print Journals acquired during five years (2012 to 2017):

Table 15 Year wise collection of Print Journal 2012 to 2017													
Year	Type	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
2012-2013	NA	0	3147	1483	1957	0	0	0	0	0	0	0	0
2013-2014	NA	0	4721	3475	2812	0	0	0	0	0	0	0	0
2014-2015	NA	0	4203	1855	1855	0	0	446	743	0	109	268	2430
2015-2016	NA	0	12067	983	2606	0	0	1715	886	1865	144	3708	2069
2016-2017	NA	0	3197	2154	558	0	0	604	700	2952	566	560	2227
Total	NA	0	27335	9388	9788	0	0	3021	3563	4817	1480	5972	10745

2016-2017	NA	489	NA	105	NA	5	NA	13	4	NA	4	128
Total	NA	942	4285	418	3000	5	NA	13	4	NA	4	217

Collection of print thesis 2012 to 2017 shows in Table 16 where Gauhati University is highest having with 4285 numbers followed by Assam Agricultural University as second is having with 3000 numbers Tezpur University as third is having with 942 numbers and Assam Don Bosco University Sonapur and Assam Down Town University is lowest in position is having with 4 numbers each.

7.9.8 Subscribing e-resources:

University	Mode of subscription		from whom the library subscribe	
AU	-	Consortia	NA	NA
TU	NA	NA	NA	NA
GU	Independently	Consortia	NA	NA
DU	Independently	Consortia	From publisher	-
AAU	Independently	Consortia	-	From vendor
BU	NA	NA	NA	NA
KKHSOU	Independently	-	From publisher	-
ADBUAZ	Independently	Consortia	NA	NA
ADBUSO	Independently	-	From publisher	From vendor
ADBUKH	Independently	-	-	From vendor
ADTU	Independently	-	-	From vendor
KU	Independently	-	-	From vendor

Table number 17 stated that the university libraries of GU, DU, AAU and ADBUAZ are subscribing e-resources both independently and through consortia. Assam university library is subscribing e-resources by consortia only. KKHSOU, ADBUSO, ADBUKH, ADTU and KU are subscribing e-resources independently.

The libraries subscribing e-resources from publisher are DU, KKHSOU and ADBUSO. The libraries subscribing e-resources through vendor are AAU, ADBUSO, ADBUKH, ADTU and KU.

7.10 Policies for Licensing:

University	licensing policies in practice	Type of access		Renewal of license	Authentication of user		Library member of any Indian Consortia				Use statistics of the consortium
		Archival access	Back up copy		IP address	Login password	UGC INFONE T	INDEST	CeR A	Any other	
AU	-	-	-	-	-	-	-	-	-	-	Yes
TU	-	-	-	-	√	-	√	-	-	-	Yes

GU	-	√	-	Notice issued	√	√	√	-	-	-	Yes
DU	Depends	√		Notice issued	√		√	√		DelCo n	Yes
AAU	ICAR	-	-	-	√	-	-	-	√	DELNE T	Yes
BU	-	-	-	-	-	-	-	-		DELNE T	-
KKHSOU	-	-	-	Notice issued	√	√	No	-	-	-	-
ADBUAZ	-	√	√	Notice issued	√	√	-	-	-	A/F	No
ADBUSO	IP based	√	√	Notice issued	√	-	-	-	-	A/F	-
ADBUKH	-	-	-	Notice issued	-	√	-	-	-	-	-
ADTU	-	-	-	Notice issued	-	√	-	-	-	Z Gate	Yes
KU	-	√	-	Notice issued	√	-	No	-	-	-	-

Table 18 stated that Dibrugarh University library mention that their licensing policy in practice depends on organization and product. AAU library follow the complete policy as per ICAR guidelines for licensing. ADBUSO is using the IP based licensing policy in practice.

The archival type of access provide by the licensor of GU, DU, ADBUAZ, ADBUSO and KU. Back up copy type of access provide by the licensor of ADBUAZ and ADBUSO.

The nature of renewal of licensing agreement in GU, DU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU is notice issued for renewal.

No bargaining as one of the major barrier is facing while dealing with the licensor found in DU, ADBUAZ and ADBUSO. The strictness of vendor as major barrier is facing while dealing with the licensor found in DU, ADBUAZ and KU. The major barrier as adjust license agreements to the need of the library is facing while dealing with the licensor found in GU and DU.

The IP address is the process by which the library of TU, GU, DU, AAU, KKHSOU, ADBUAZ, ADBUSO and KU identified and authenticated the use of e-resource to authorized users. The library of GU, KKHSOU, ADBUAZ, ADBUKH and ADTU use the process of login password to identify and authenticate the use of e-resource to authorized users.

Anti plagiarism software is used by GU, DU, KKHSOU, ADBUAZ, ADBUSO and ADBUKH to control the copyright of e-resources. In DU, as access is all IP based the publisher detects and take measures by themselves. Some special security measure is applied to control the copyright of e-resources in ADTU.

Block from accessing as the limitation is imposed by the library for copying portions of licensed material is by ADBUAZ. Cancel membership as the limitation is imposed by the library for

Source of Copy cataloguing	-	World Cat	-	-	-	-	-	World Cat	-	-	-	World Cat
	-	Ind Cat	Ind Cat	-	-	-	Ind Cat	-	-	-	-	-
	-	Web Opac	Web Opac	Web Opac	Web Opac	Web Opac	-	-	Web Opac	Web Opac	-	Web Opac
	-	-	-	-	-	-	Library of congress	-	-	-	As per convenience	-
Cataloguing e-resources	-	AACR2	-	AACR2	-	AACR2	-	AACR2	AACR2	AACR2	-	AACR2
	-	-	MARC	-	MARC	-	MARC	MARC	-	-	MARC	-
	-	-	Metadata	-	-	-	Metadata	-	-	-	-	-
Separate technical cell	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes
Number of manpower engaged	6	7	8	8	6	2	3	2	2	2	3	3
Average time (days) required for processing 100 books	3	2	2	2	3	2	2	3	10	7	3	2
Engage any more staff to speed up	No	Yes	Yes	No	No	No	No	No	No	No	No	No

Table 19 shows technical processing where the classification procedure adopted in the library of TU, GU, DU, AAU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU is manual. The web based classification procedure is adopted in the library of AU, TU, BU, KKHSOU, ADBUAZ and KU.

Classification scheme used by all university libraries are DDC.

Manual cataloguing procedure used by libraries like TU, DU, AAU, KKHSOU, ADBUAZ, ADBUSO, ADTU and KU. Libraries using web OPAC source of copy cataloguing by KKHSOU and ADBUAZ. Web base cataloguing is used by libraries like AAU, BU, ADBUAZ, ADBUSO and KU. GU library using inbuilt software generated cataloguing procedure in practice.

World Cat is used as a source of copy cataloging by the library of TU, ADBUAZ and KU. TU, GU and KKHSOU library is using Ind Cat as a source of copy cataloging. Web OPAC is used as a source of copy cataloging by the library of TU, GU, DU, AAU, BU, ADBUSO, ADBUKH, and KU. Library of Congress Catalogue is used as a source of copy cataloging by the KKHSOU library. ADTU library used any other sources as per their own convenient to copy cataloging.

Libraries using standard to cataloguing e-resources AACR2 by TU, DU, BU, ADBUAZ, ADBUSO, ADBUKH, and KU and MARC by GU, AAU, KKHSOU, ADBUAZ and ADTU. Libraries using Metadata to cataloguing e-resources are GU and KKHSOU.

7.11.1 Separate cell for technical processing:

AU, TU, GU, DU, AAU, BU, KKHSOU, ADBUAZ and KU have their separate technical processing cell in their library. The libraries of ADBUSO, ADBUKH and ADTU do not have their separate technical processing cell.

Chart 10

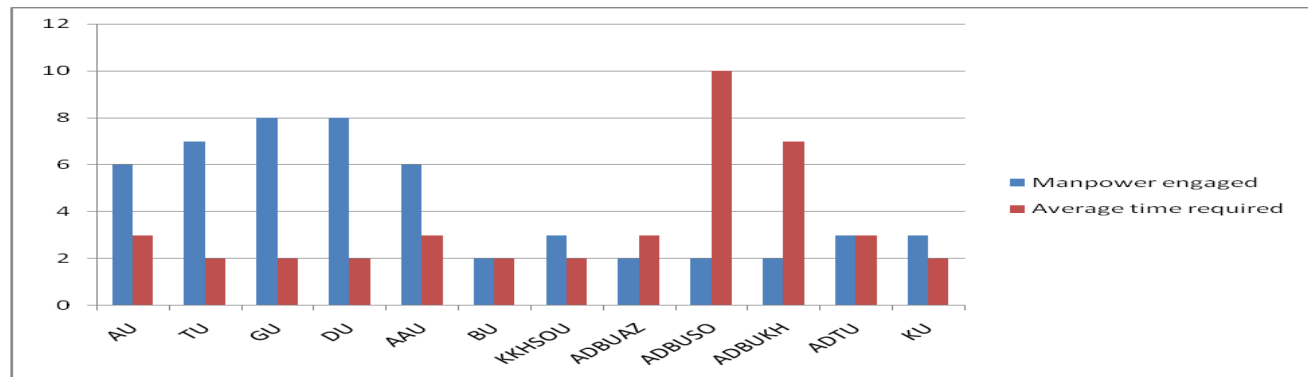


Table number 19 shows that the libraries of AU, TU, GU, DU, AAU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU have engaged manpower in the separate technical cell are 6,7,8,8,6,2,3,2,2,2,3 and 3 numbers respectively. The average time required for processing per 100 books by the technical cell are 3,2,2,2,3,2,2,3,10,7,3 and 2 days respectively. It is seen that library staff do technical operation in less time is highest in BU which manpower and time ratio is 2:2 and lowest in ADBUSO which manpower and time ratio is 2:10. In case of bulk purchase of books the libraries of TU and GU engaged more staff to speed up the process. AU, DU, AAU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU libraries no more engaged any staff to speed up the process.

7.12 Organization of Resources:

Table 20 Organization of Resources												
University	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Software used for library automation	KOHA	LIBSYS	SOUL	SOUL	KOHA	SOUL	SOUL	KOHA	KOHA	KOHA	Own software	KOHA
Other software to manage e-resources	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No
Name of the software using	NA	NA	URKUN	URKUN	No	URKUN	URKUN	Gramm	Gramm	Gramm	No	No
Digital library of e-collection	NA	Yes	Yes	on Process	Yes	No	Yes	Yes	Yes	Yes	Yes	No
Digital library software using	D Space	D Space	D Space	D Space	D Space	No	D Space	D Space	D Space	D Space	NA	NO
Using Barcode/RFID technology	Barcode	Barcode	Barcode	Barcode	Barcode & RFID	Barcode	RFID	no	no	Barcode	Barcode	Barcode

7.12.1 Software using for library automation:

Table 20 shows organization of resources where Library software LIBSYS is used by TU is 8.33%, Library software SOUL is being used by GU, DU, BU and KKHSOU is 33.33% and KOHA is being used by AU, AAU, ADBUAZ, ADBUSO, ADBUKH and KU is 50%. ADTU is the only library which is using its own Library software is 8.33% for library automation and management.

7.12.2 Software to manage e-resources:

Table 20 shows about other software to manage e-resources where all libraries using except AAU, ADTU and KU. Anti Plagiarism Software URKUND is being used by GU, DU, BU and KKHSOU and the software Grammarly is using by ADBUAZ, ADBUSO and ADBUKH to manage e-resources. Libraries of AU, DU, AAU, BU, KKHSOU and ADBUKH have done retro conversion. GU, ADBUAZ, ADBUSO and ADTU libraries till now not did the retro conversion.

The DU library organizes CD ROM collection according to accession number. AAU library organizes CD ROM collection in CIRS. KKHSOU library do not organize the CD ROM collection. The ADBUAZ library organizes CD ROM collection according to subject wise. Alphanumeric method is being used by the library of ADBUSO. ADTU library organizes CD ROM collection according to its own convenience.

TU, GU, AAU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH and ADTU library have their digital library of e-collection. DU library is on process of its digital library of e-collection. BU and KU library do not have their digital library of e-collection till now.

The digital library software D-Space is being used by the library of AU, TU, GU, DU, AAU, KKHSOU, ADBUAZ, ADBUSO and ADBUKH.

Libraries using bar coding technology are AU, TU, GU, DU, AAU, BU, ADBUKH, ADTU and KU. ADBUAZ and ADBUSO library do not used bar coding technology. RFID technology is being used by libraries of AAU and KKHSOU. ADBUAZ and ADBUSO library do not used RFID technology.

Alphabetical arrangement used by the libraries of DU, AAU, ADBUKH and KU to organize the print journal. The libraries of TU, GU, ADBUAZ and ADTU used classified arrangement to organize the print journal.

The libraries of GU, DU, ADBUSO, ADTU and KU organized the electronic resources. AAU, BU, KKHSOU, ADBUAZ and ADBUKH libraries do not organized the electronic resources till now. DU, ADBUSO and KU libraries follow an integrated OPAC for print and e-resources. ADTU library do

not follow an integrated OPAC for print and e-resources. ADBUAZ and ADTU library used classified methods to organized electronic resources.

7.13 Access to Library Collection:

Table 21 Access to Library Collection									
University	Method of providing access to print resources			Way of providing access to e-resources			Access technologies in use		
AU	-	-	Web OPAC	NA	NA	NA	NA	NA	NA
TU	-	OPAC	Web OPAC	Inside the library	Through campus network	-	IP address	-	-
GU	-	OPAC	Web OPAC	Inside the library	Through campus network	Internet	IP address	Proxy Server	Access through cloud
DU	-	-	Web OPAC	Inside the library	Through campus network	-	IP address	Proxy Server	-
AAU	Library catalogue	OPAC	Web OPAC	Inside the library	Through campus network	-	IP address	-	EzProxy
BU	-	OPAC	-	NA	NA	NA	NA	NA	NA
KKHSOU	Library catalogue	OPAC	-	Inside the library	-	Internet	IP address	-	-
ADBUAZ	-	-	Web OPAC	Inside the library	Through campus network	Internet	IP address	Proxy Server	-
ADBUSO	-	-	Web OPAC	Inside the library	Through campus network	Internet	IP address	-	-
ADBUKH	-	-	Web OPAC	-	Through campus network	Internet	-	Proxy Server	-
ADTU	-	OPAC	-	-	-	Internet	-	Proxy Server	-
KU	-	-	Web OPAC	-	Through campus network	-	IP address	-	-

Table number 21 stated that the library catalogue is used by of AAU and KKHSOU library to provide access to print resources. OPAC is used by TU, GU, AAU, BU, KKHSOU and ADTU library to provide access to print resources. AU, TU, GU, DU, AAU, ADBUAZ, ADBUSO, ADBUKH and KU library is using Web OPAC for providing access to print resources.

TU, GU, DU, AAU, KKHSOU, ADBUAZ, ADBUSO library provide access to e-resources by access inside the library. TU, GU, DU, AAU, ADBUAZ, ADBUSO, ADBUKH and KU library provide access to e-resources by accessing through campus network. GU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH and ADTU library provide access to e-resources by internet.

TU, GU, DU, AAU, KKHSOU, ADBUAZ, ADBUSO and KU library give access to databases through IP address. GU, DU, ADBUAZ, ADBUKH and ADTU library give proxy server based access to the databases. GU library give access to databases by remote access through cloud also. AAU library give access to databases by EzProxy also.

7.14 Library Services:

Table 22 Library Services													
Library Services	Type	AU	TU	GU	DU	AAU	BU	KKHSOU	ADBUAZ	ADBUSO	ADBUKH	ADTU	KU
Inter Library Loan	Manual	No	-	√	-	√	No	No	No	No	No	No	No
	Online	No	√	√	√	√	No	No	No	No	No	No	No
Reference Service	Manual	√		√	√	√	√	√	√	√	-	√	√
	Online	-	√	-	-	√	-	√	-	-	-	√	-
Referral Service	Manual	-	-	-	√	-	√	-	-	√	-	√	√
	Online	-	√	√	√	-	-	-	-	√	-	-	√
Selective Dissemination of Information	Manual	-	-	√	-	-	√	√	√	-	-	√	√
	Online	-	-	-	-	-	-	√	-	-	-	√	√
Document Delivery Service	Manual	-	-	-	-	√	-	-	√	-	-	√	-
	Online	-	√	√	√	√	-	-	-	-	-	√	-
Bibliography Service	Manual	-	-	-	-	√	-	-	√	√		√	√
	Online	-	√	√	√	-	-	-	-	√	-	√	-
Indexing/ Abstracting service	Manual	-	-	-	-	√	-	-	√	√		√	
	Online	-	√	√	-	-	-	-	-	-	-	-	-
Aggregator Service	Manual	-	-	-	-	-	-	-	-	-	-	√	-
	Online	-	-	-	√	-	-	-	-	-	-	-	-
Current Awareness Service	Manual	-	-	√	-	√	√	√	√	√	-	√	√
	Online	√	√	-	√	√	-	√	-	√	-	√	√
Library Portal base service	Manual	-	-	-	-	-	-	-	-	√	-	√	√
	Online	√	√	-	√	-	-	√	√	√	-	√	-
Reprographic Service	Manual	-	√	√	√	√	√	√	-	-	-	√	√

Table number 22 stated that the university libraries are having online inter library loan facility for library collection with other libraries are TU, GU, DU and AAU among them GU and AAU library offer manual inter library loan facility along with online. It is seen that libraries like AU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU do not have their interlibrary loan facility.

It is seen that AU, GU, DU, AAU, BU, KKHSOU, ADBUAZ, ADBUSO, ADTU and KU libraries offering manual reference service. Online reference service is being offered by TU, AAU, KKHSOU and ADTU.

Manual referral service is provided by libraries of DU, BU, ADBUSO, ADTU and KU. Online referral service is provided by libraries of TU, GU, DU, ADBUSO and KU.

Manual selective dissemination of information service provide by the library of GU, BU, KKHSOU, ADBUAZ, ADTU and KU. KKHSOU, ADTU and KU provide online selective dissemination of information service.

Manual document delivery service provide by the libraries of AAU, ADBUAZ and ADTU. Online document delivery service provide by the libraries of TU, GU, DU, AAU and ADTU.

Manual bibliography services provide by AAU, ADBUAZ, ADBUSO, ADTU and KU libraries. Online bibliography services or web bibliography services provide by the libraries of TU, GU, DU, ADBUSO and ADTU.

Manual indexing and abstracting service provide by AAU, ADBUAZ, ADBUSO and ADTU libraries. Online indexing and abstracting service provide by the libraries of TU and GU.

Manual aggregator service is provided by library of ADTU. Online aggregator service is provided by library of DU.

Manual current awareness service is offered by GU, AAU, BU, KKHSOU, ADBUAZ, ADBUSO, ADTU and KU libraries. Online current awareness service is being offered by AU, TU, DU, AAU, KKHSOU, ADBUSO, ADTU and KU libraries.

Manual library portal base services are provided by the libraries of ADBUSO, ADTU and KU. Online library portal base services are provided by the libraries of AU, TU, DU, KKHSOU, ADBUAZ, ADBUSO and ADTU.

Reprographic service is provided by the libraries of TU, GU, DU, AAU, BU, KKHSOU, ADTU and KU.

It is seen that TU, GU, DU and AAU which is 33.33% have their Inter Library Loan and Resource Sharing facilities, among them Tezpur university library is sharing their resources with DELNET and American Centre. Gauhati university library is sharing their resources with INFLIBNET through JCCC. Dibrugarh university library is sharing their resources electronically with INFLIBNET by IndCat and JCCC. Assam University library is sharing its resources with all AAU libraries. The libraries do not have their Inter Library Loan and Resource Sharing facilities are AU, BU, KKHSOU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU is 66.66%.

7.15 Maintenance of Collection:

Table 23 Maintenance of Collection				
University	Stock verification method used	Frequency of stock verification	Weeding policy	Frequency of weeding out
AU	NA	Yearly	Yes	NA

TU	Accession Register & Shelf list	3 years	No	No
GU	Accession Register	4 years	Yes	More than 5 years
DU	Accession Register	3 years	Yes	Need base
AAU	Accession Register	3 years	No	No
BU	Accession Register	1-2 years	No	No
KKHSOU	RFID Technology in future	No	No	No
ADBUAZ	Accession Register & Shelf list	1-2 years	Yes	3 years
ADBUSO	Accession Register & Shelf list	1-2 years	Yes	More than 5 years
ADBUKH	Shelf list	1-2 years	Yes	5 years
ADTU	Accession Register	1-2 years	No	No
KU	Accession Register	1-2 years	No	No

7.15.1 Stock Verification:

Table 23 is evident that shelf list as a method adopted for stock verification in the libraries of TU, ADBUAZ, ADBUSO and ADBUKH. The libraries of TU, GU, DU, AAU, BU, ADBUAZ, ADBUSO, ADTU and KU using the method for stock verification is accession register. KKHSOU library planning to adopt the method for stock verification is RFID technology in future.

AU, BU, ADBUAZ, ADBUSO, ADBUKH, ADTU and KU library implement the stock verification in one to two years. Libraries of TU, DU and AAU implement the stock verification in three years. GU library implement the stock verification in four years. KKHSOU library is not implemented the stock verification till now.

7.15.2 Weeding Policy:

Table 23 shows that the AU, GU, DU, ADBUAZ, ADBUSO and ADBUKH library have their weeding out policy. The TU, AAU, BU, KKHSOU, ADTU and KU library do not have their weeding out policy.

Three years of frequency for weeding out is implemented by ADBUAZ library. Frequency for weeding out implemented by ADBUKH library is five years. GU and ADBUSO library implemented weeding out in more than five years. The DU library implemented weeding out on a need base requirement.

8. Findings:

8.1 It is seen that GU library is the oldest one having highest number of books. Number of working days in a year is highest with DU. (Table 1 and 2).

8.2 It is evident that library user is highest in GU. University library users are generally belong to higher education like university faculty members, research scholars, PG and UG students and the staff. (Table 3).

8.3 It is found that all the university libraries have their library committee. Regarding the nature executive committee, recommendatory and advisory committee found in the universities. (Table 4).

8.4 Number of professional staff is highest in Assam University and Gauhati University followed by Tezpur University as second and Dibrugarh University as third in position. Total number of library staff found highest in GU followed by DU as second and AU as third in position. (Table 5).

91.66% university follows UGC pay structure for library professional. 8.33% follows its own private standard pay structure for professional and non professional. (Table 6).

The study shows that 8.33% library found lacking in skilled manpower as assistant librarian with practical knowledge of ICT. (Table 7).

8.5 It is evident that 75% libraries conducting training programme for professional staff. (Table 8).

8.6 It is stated that 58.33% libraries have their written collection development policy. (Table 9).

8.7 It is evident that operating expenditure of library for last five years (2012 to 2017) is highest in Dibrugarh University. (Table 10).

8.8 It is stated that regarding the document selection faculty plays the major role in all university libraries.. (Table 11).

Regarding vendor selection on offer and quick service as main criteria for selecting the book suppliers is followed by the University libraries. (Table 12).

8.9 It is seen that the 33.33% university libraries are subscribing e-resources both independently and through consortia. 8.33% library is subscribing e-resources by consortia only. 41.66% libraries are subscribing e-resources independently. (Table 17).

8.10 The library of TU, GU and DU are the member of UGC INFONET consortia. DU library is the member of INDEST consortia. AAU library is the member of CeRA. DU library is the member of DelCon. AAU, BU library is the member of DELNET. ADTU is the member of Z Gate. (Table 18).

8.11 Manual classification procedure is adopted by 83.33% university libraries of Assam.

Web based classification procedure is adopted by 50% university libraries.

Classification scheme DDC is used by all university libraries.

University libraries using standard to cataloguing e-resources is AACR2, MARC and Metadata.(Table 19).

8.12 University libraries adopting shelf list as a method is 33.33% and accession register method is 75% for stock verification. Most of the libraries verify their stock in one to two years some of the libraries verify their stock in three years and some in four years.

50% library has their weeding out policy. Frequency for weeding out is found three years, five years and more than five years. DU library implemented weeding out on a need base requirement. (Table 23).

Major findings in relevance of objectives:

8.13 It is seen that the collection of *print books* is highest with Gauhati University followed by Dibrugarh University as second and Assam Agricultural University is in third position. It is seen that the 33.33% university libraries having *e-books* they are TU, GU, DU and AAU.

Collection of *print journal* is highest with Gauhati University followed by AU as second and lowest collection is having with Bodoland University.

Collection of *online journal* is highest with Gauhati University followed by ADBUSO as second and lowest collection is having with Assam Don Bosco University Kharghuli. (Objective 1) (Table13).

8.14 It is evident that the total addition of print books from 2012 to 2017 is highest in Tezpur University is 27335 numbers is followed by Kaziranga University is 10745 numbers as second and Assam Don Bosco University Kharghuli is 1480 as lowest in position in five conjugative years. (Objective 1) (Table14).

Collection of print international journal in the year 2012-2017 seen that Tezpur University is highest followed by Dibrugarh University and Gauhati University respectively. Collection of print national journal from 2012 to 2017 is highest in Assam University followed by Assam Don Bosco University Azara as second and Bodoland University is lowest in position. (Objective 1) (Table15).

8.15 It is seen that Collection of print thesis in the year 2012 to 2017 is highest in Gauhati University followed by Assam Agricultural University as second Tezpur University as third in position. (Objective 1) (Table16).

8.16 It is found that the universities libraries are offering online inter library loan facility for library collection with other libraries is 33.33%. It is seen that 83.33% libraries offering manual reference service. Online reference service is being offered by 33.33% libraries. Manual referral service is provided by 41.66% libraries. Online referral service is provided by of 41.66% libraries. Manual selective dissemination of information service provides by 50% library. 25% library provides online selective dissemination of information service. Manual document delivery service provides by 25% libraries. Online document delivery service provides by 41.66% libraries. Manual bibliography services provides by 41.66% libraries. Online bibliography services or web bibliography services provide by 41.66% libraries. Manual indexing and abstracting service provide by 33.33% libraries. Online indexing and abstracting service provide by 16.66% libraries. Manual aggregator service is provided by 8.33% library. Online aggregator service is provided by 8.33% library. Manual current awareness service is offered by 66.66% libraries. Online current awareness service is being offered by

66.66% libraries. Manual library portal base services are provided by 25% libraries. Online library portal base services are provided by 58.33% libraries. Reprographic service is provided by 66.66% libraries.

It is evident that 33.33% libraries have their Inter Library Loan and Resource Sharing facilities, among them Tezpur university library is sharing their resources with DELNET and American Centre. Gauhati university library is sharing their resources with INFLIBNET through JCCC. Dibrugarh university library is sharing their resources electronically with INFLIBNET by IndCat and JCCC. Assam University library is sharing its resources with all AAU libraries. (Objective 1) (Table22).

8.17 It is seen that all the university libraries are fully automated with library software. The software LIBSYS is being used by 8.33% libraries, SOUL is being used by 33.33% libraries and KOHA is being used by 50% libraries. Using its own library software is 8.33% for library automation and management.

It is stated that other software to manage e-resources is using by 75% libraries. Anti Plagiarism Software URKUND is being used by 33.33% libraries and the software Grammarly is using by 25% libraries to manage e-resources. It is seen that 50% libraries have done retro conversion. The 8.33% libraries organize CD ROM collection according to accession number. 8.33% libraries organize CD ROM collection in Cirs. The 8.33% libraries organize CD ROM collection according to subject wise. Alphanumeric method is being used by the 8.33% libraries. 8.33% libraries organize CD ROM collection according to its own convenience. 66.66% libraries have their digital library of e-collection. The digital library software D-Space is being used by 75% libraries. Libraries using bar coding technology are 75%. RFID technology is being used by 16.66% libraries. The 41.66% libraries organize the electronic resources. 25% libraries follow an integrated OPAC for print and e-resources. 16.66% library used classified methods to organized electronic resources. (Objective 2) (Table20).

8.18 It is evident that the library OPAC is used by 50% library to provide access to print resources. 75% library is using Web OPAC for providing access to print resources. 66.66% library provides access to e-resources by accessing through campus network. 50% library provides access to e-resources by internet. 66.66% library gives access to databases through IP address. 41.66% library give proxy server based access to the databases. 8.33% library gives access to databases by EzProxy also. 8.33% library gives access to databases by remote access through cloud also. (Objective 2) (Table21).

9. Suggestions:

The study recommended the following suggestions after analyzing the different areas of management of collection in university libraries of Assam are:

9.1 More E-resources must be introduced in the form of e- journal and e-books for fulfillment of user satisfaction.

9.2 Technology must be up dated from time to time.

9.3 Workshop, conferences and seminar on ICT should be held frequently in library for professional development.

9.4 Number of trained and skilled manpower should increase in the libraries.

9.5 The library should be well equipped with enough number of computers with proper power back up and with stable networks.

10. Conclusion:

From the above study it can be concluded that over all services and development of university libraries is satisfactory. It is needed to develop more in the form of resources, services and technology to increase user satisfaction. The users of university library especially faculty members and research scholars are too much busy in their work thus they are time passionate, so university libraries are bound to use ICT tools for library management. As the university library is the important part of a university the user expects more from it, it is the moral duty of the university library to serve well its users. The librarians should be moral and dedicated towards their duties and responsibilities. They should be fully equipped with ICT knowledge and well concerned with recent trends and developments to serve the information seekers which will directly help in the overall development of parental university as well as indirect development of society.

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