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THE RELEVANCE OF COLLECTION DEVELOPMENT POLICY IN THE
COLLECTION DEVELOPMENT OF MARANATHA UNIVERSITY COLLEGE AND
GHANA CHRISTIAN UNIVERSITY COLLEGE LIBRARIES

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ABSTRACT

The study was conducted to determine the relevance of collection development policies in some private academic libraries in Ghana with Maranatha University College and Ghana Christian University College as the case study. The study adopted a case study design and used a qualitative method in its examinations. A self-designed interview schedule was used to solicit information from the staff in the two libraries. The study participants included two (2) head librarians who are all professionals and four (4) para-professional librarians. The face-to-face interview method was employed as a data collection instrument for this study— content analysis was used to analyse the data. The interviews were audio -taped and then transcribed based on the major themes. The findings indicated that even though both GCUC and MUC have CDPs, the policies have not been reviewed since their inception. Findings also revealed that even though CDPs exist in these libraries it did not feature so much when it comes to acquisition. It was recommended that both MUC and GCUC should make a conscious effort to use the policy to guide acquisitions. It was also recommended that management of the libraries should review the policy on regular basis to keep up with current trends in collection development.

Keywords: Academic Libraries, Collection Development Policy, Ghana Christian University College, Maranatha University College.

Introduction

The fundamental reason for the establishment of an academic library is to assist and support the study and teaching that goes on in the academic institution. In the words of Chowdhury, 2001; and Thanuskodi (2013), the academic library basically intends to: capture and hold the interest of the academic community's reading; produce intelligent users of all types of documents; and to cultivate in users an appreciation of libraries as academic institutions. Gelfand, (2007), Ogburn (2008), Abram (2008), also believe academic libraries are required to assume the role of scholarly partner in seeking new pathways to knowledge and act upon it. Guru & Arun, (2009) say Academic libraries are required to develop know-how and show how systems which are highly essential elements of meaningful academic library management work. All these activities could be achieved through an effective collection development policy (CDP). CDP in academic libraries globally serves as guidelines to develop a resilient collection of materials to meet the objectives of the parent institution (Johnson, 2009). Singh (2004) opined that collection management policy should be linked very closely to the general and specific programs of the organization and should be informed by the information needs of the user population. The study continues that a good policy can ensure consistency of approach among staff and serve as a planning tool for managers. It should establish priorities for both policy makers and policy executors.

According Johnson (2009) CDP is said to be an officially written document of the guidelines to help in the selection of resources that a library intends to add, it also outlines the criteria to use in selection, weeding, and acceptance of donations. Singh (2004) again posited that a CDP is a set of guidelines designed for a specific purpose. The CDP must therefore closely be connected to the general and particular programmes of the institution

and be informed by the users' needs. Fourie (2001) stated that a CDP is a written document that offers an opportunity for organizing, planning, controlling, directing, and implementing guidelines for library collection building responsibilities. The author stressed further that the CDP document should be dynamic and flexible, to ensure consistency and stability in collection assessment and decision making towards the objectives, goals, and missions of the parent institution. All over the world, academic libraries are perceived as a backbone of the university. This is because they provide quality information that shapes the intellectual character of the academic community. In the view of Okolo, Eserada, Ugboh, and Ngbo, (2019), irrespective of the kind of users that academic libraries serve, their collections are always technical. For this reason, the process of selection, acquiring, and weeding of materials in the library involves intellectuals from the various disciplines as well as library professionals.

The CDP helps maintain standards in the collection by guiding to avoid duplication of copies of books or any resources during the selection process, therefore for collection development to be effective Akporhonor (2005) states that it must be based on an agreed, regularly reviewed collection development policy formulated after an assessment of user needs and an evaluation of the existing collection.

Various researches, by Das (2015; Kumar, 2012; Prakash and Patil 2013; Nwosu and Udo-Anyanwu, 2015; Agyen-Gyasi, Lamptey and Frempong (2010), all revealed that majority of libraries lacked written CDP to guide their operations, hence the selection is done without any written guidelines and this does not augur well for the selection process. In some instances even libraries that have the CDP do not utilize them fully. It appears that the majority of academic libraries in Ghana do not have a comprehensive CDP, fortunately

GCUC and MUC do not fall into that category of libraries. Unfortunately, many of those that have them do not apply them diligently during selections and acquisition of library materials due to one reason or the other. In the light of this revelation, it can be assumed that libraries without effective CDP are not able to provide users with needed relevant information resources. It is in this light that the researcher found it necessary to examine the relevance of having CDP in Maranatha University College and Ghana Christian University College Libraries.

Objectives

The study seeks to:

1. To examine the existence of collection development policy (CDP) in the Maranatha University College and Ghana Christian University College libraries.
2. To ascertain the frequency of review of the CDP.
3. To determine the relevance of the policy in the selection of materials in the two libraries.
4. To identify the challenges associated with the use of CDP in the libraries.

LITERATURE REVIEW

Collection development policy (CDP)

Collection development policy is the course of action adopted for developing the collection or stock in a library. Reitz (2013), Kennedy (2006) define CDP as a formal written statement of the principles/policies guiding a library's selection of materials, including the criteria used in making selection and de-selection decisions.

Existence of collection development policy (CDP) in Academic libraries

The existence of CDP in academic libraries is the anchor that guides and directs the collection development activities by helping in the selection and acquisition processes of resources into the library. Kumar, Hussain, and Singh (2008); Chopra, (1994) intimated that the availability of a CDP is an essential device for a balanced and robust collection however, despite the importance of the policy in selection, majority of libraries lack detailed CDP to guide them in their selection process. Studies by Das (2015) and Maity (2018); on the collection development of e-resources in university libraries and Public library development in West Bengal, revealed that most of the libraries did not have comprehensive CDPs for resources acquisition, which resulted in insufficient resources in these libraries, especially e-resources.

The study of Khan and Bhatti (2015) stated that there were no proper collection development policies in Pakistan University libraries that met the information needs of users in a more effective way. Various studies by Ameyaw (2020); Chukwusa 2012, Lamptey and Agyen-Gyasi, (2015); Boadi and Adekamnbi (2008) in parts of Africa all revealed that either the Universities they studies did not have a written CDP at all or what they had was not comprehensive enough to guide a comprehensive development of a collection for user needs. Most of these libraries therefore used alternative guidelines in their collection building.

On the other hand studies by Gupta (2008) confirm the availability of CDP in CSIR libraries. Jan and Ganiae (2019), Ameyaw and Entsua-Mensah (2016); Gangadharaiiah (2014); Somashekara, Mariswamy & Dhruvakumar, (2014); revealed in their studies that many University libraries in India and Ghana have CDP in the libraries even though they

are not fully utilized. Similarly, Kanwal (2006) reported that even though majority of the respondents of his study admitted having a written policy in their libraries; they were not well-documented. Norman (1997 as cited in Jan, and Ganiae, 2019) also revealed that half of the University libraries studied did not have any CDP at all. In the same vein Kiondo (2004) affirms that, majority of African University libraries did not have comprehensive CDP's. Agyen-Gyasi, Lamptey and Frempong, (2010) in their studies in University libraries in Ghana reported the non-existence of CDP, a serious omission which must be urgently addressed.

Relevance of Collection Development Policy in Academic libraries

Lamptey (2011), observes that every collection development activity is intended to serve a particular aim that is, to provide the library with relevant materials that will satisfy the exact needs of its users. A CDP serves as a guide in the process of library collection building and also helps to strengthen the collection. This goes to confirm the view of Johnson (2009) that a CDP ensures proper implementation of the collection building process by providing guidelines for the selection and acquisition of library materials. Owing to its immense importance, Fombad and Mutula (2003) observe that University libraries are increasingly becoming aware of the benefits of having a strong and constantly updated written CDP. The policy provides guidance to assist selectors or acquisition librarians in establishing the library expectations and preferences according to Rajendran and. Srinivasaragavan (2015).

Odini (1994a) states that the lack of a collection development policy statement makes it difficult to distinguish between the long and short-term needs of patrons and to establish priorities for the allocation of resources to meet those needs.

According to Patel (2016), authors like Katz, MA grill and Hickey talk about the concept of CDP and discussed about their importance in academic libraries. In their view some of the advantages are it expresses openly its relationship with the objectives of the parent organization / library, forms the basis for planning collection development. Accordingly, Kiondo (2004) and Evans (2000) observe that CDP helps maintain standards in the collection by helping to avoid duplication of copies of books or any resources during the selection process. Collection development policy of an academic library should be guided by the aims and objectives of the institution, the needs of the users' community, and the availability of financial and other resources (Krishna, 1986 as cited in Patel 2016).

According to Nwosu and Udo-Anyanwu (2015); Odini (1994); Kumar, Hussain, and Singh, (2008) collection development is guided in most libraries by the collection development policy and that CDP has a direct effect on access to library and information resources since it determines whether or not the collection contains the kinds of materials that are required. It is therefore necessary for every library to have a collection development policy. Cassell (2005) also opines that CDPs are important documents for libraries, because in these policies the library describes its collections and users and discusses its policies for each aspect of the collection.

Frequency of Reviewing Collection Development Policy (CDP)

Aman, (2010) and Verzosa (2008) asserted in their studies that the content of a CDP should be reviewed periodically to ensure its consistency, and customer-focused so that library users have access to current, relevant and authoritative information in their preferred formats. Khan and Bhatti (2015) revealed that Pakistan University libraries lack updated CDPs. Kavulya (2004) highlighted that most of the academic libraries in Kenya do not

have a comprehensive policy for both print and electronic resources. The study added that those that have the policies do not update them frequently; therefore, they become inactive. Ameyaw and Entsua- Mensah (2016), on the assessment of collection development practices at the Walton Whaley Library of the Valley View University in Ghana, also revealed that the library has a CDP, however; it has not been reviewed since it was written some years ago, although it guides them during the selection of materials for the library. Singh (2004) stresses the need for a Collection Management Policy (CMP) and also the need for updating it on regular basis. To support this fact Maske (2012); Fombad and Mutula (2003) state that the practicability of any collection depends on a viable CDP. Oдини (1994b) again opines that, for collection development to be effective it must be based on an agreed, regularly reviewed collection development policy formulated after an assessment of user needs and an evaluation of the existing collection.

Selection of Materials for a Library and the role of CDP

All libraries are established to satisfy the information needs of users and also to fulfill the vision and mission of the parent institution. The process of acquiring materials into the academic library is one of the technical obligations carried out by library professionals since library collections are meant to satisfy the needs of users’.

Ameen and Haider (2008) revealed that a significant number of university libraries are still applying the conventional method of selecting materials into the library. They stressed further that faculties and librarians do not have a fair role in selection strategy. In the view of Adesanya (2015), selection of materials for the library should be based on collection development policy of the particular library which guides selectors during selection process. Johnson (2009) presents CDPs as providing guidelines within which the library selects and

manages its collection. In the view of Harte (2006) the purpose of CDPs vary according to the characteristics of the library in question. Lorenzen (2009), Hoffmann and Wood (2005) view CDPs as planning tools or communication instruments which guide selectors, and ensure consistency in the policies and procedures of collection development and management. To Patel (2016), CDP expresses openly its relationship with the objectives of the parent organization, forms the basis for planning collection development, provides practical guidance in day to day selection of reading material which makes selection free from personal bias.

The study of Khan and Bhatti (2015) observed that in the absence of written CDPs, university libraries in Pakistan are missing an opportunity to provide clarity and consistency to their collection development strategies, internal workflows and external communications.

In the view of Fought, Gahn, & Mills, (2016) collection development policy guides library professionals during selection process on what material to add and not to add. It helps to better serve library patrons with regards to the continual usefulness of the library and its resources. Bevis, Knight & Taylor (2015) say the policy is also intended to guide librarians with collection development responsibilities, it helps them to evaluate progress in meeting collection goals. It also provides basic information to prepare and allocate library funds.

Challenges Associated with the Use of CDP in Academic Libraries

Academic libraries are established to support teaching, learning, research activities, and other academic staff in their educational pursuits. To be able to achieve this it acquires a comprehensive variety of materials. In this regard, the lack of a comprehensive CDP poses a great challenge to the library professionals and those involved in the selection process. This also leads to inconsistency and poor collection of materials into the library. Farkas,

Hinchliffe, and Houk (2015), stressed that libraries in the United States face a lot of challenges such as lack of time, lack of knowledge about assessment, lack of support, lack of clear expectations, and lack of confidence to enhance students' learning. Khan (2015) and Ameen (2006), established that a lack of support, training, and guidance retard the commitment to initiate and formulate comprehensive CDPs in professional librarians in Pakistan. Boadi and Adekamnbi (2008) pointed to the non-existence of CDPs, lack of periodic training for librarians, insufficient staff, lack of support from administration, and failure of libraries to involve users in policy formulation in their study as some of the challenges of CDPs in Ghana.

Academic libraries in Ghana face myriad of challenges like low budget allocation, high inflation, scarcity of resources and the collapse of the book industry in the country making it difficult to abide strictly by the CDP to develop a library's collection. Rasul and Singh (2010) observed that, in the past academic libraries within the universities have had difficulties in keeping up with users and institutional expectations and demands due to budget constraints and down trend in the world's economy, compelling governments to impose financial cuts on libraries. Rowley and Black (1996 as cited in Khan & Bhatti, (2016); Fourie, (2001); Evans and Saponaro (2012) all noted that academic libraries are striving to continue to do what they did in the past and that there is constant pressure on the materials budget of academic libraries due to high rate of inflation, escalating costs of print journals and books, declining funding from the parent institution. In the view of Kisiedu (2009), limited funds, lack of access to resources, and inadequate human resources hinder the efficiency of CDPs in Africa.

Jan and Ganiae, (2019) point out factors that results in ineffective collection development including; lack of CDP, flaws in selection and acquisition process, lack of user need assessment, lack of collection evaluation practices, lack of weeding and preservation practices. Scholars and researchers like Evans and Saponaro, (2012); Johnson, (2014), and Gregory, (2011); favour written CDPs even though, some authors indicate problems surrounding the use of CDPs in academic libraries. To Msonge (2013) lack of comprehensive and written collection development policy is the challenge many African libraries face.

METHODOLOGY

The research adopted the qualitative research method in carrying out this study. A self-designed interview schedule was the data collection instrument used in the data collection process. The interview schedule was divided into five themes; bio-data of the respondents, the existence of collection development policy, the relevance of CDP in the libraries, frequency of review of the CDP, role of the policy in the selection process, and challenges confronting the use of CDP in the libraries. Interviews were held in the respondents' offices, and each interview lasted for an hour and a half. Data collected was analysed using content analysis. The interviews were audio-taped and then transcribed based on the major themes.

The population of the study comprised two (2) head librarians who are all professionals and four (4) assistant librarians two (2) of which are also professionals and 2 para professionals. The entire population for the study was therefore six (6) as displayed in Table 1 below. This consisted of three (3) participants from MUC and three (3) from GCUC.

Table 1: Population of the study

Institution	Professionals	Para-professionals	Total
GCUC	2	1	3
MUC	2	1	3
Total	4	2	6

Source: *Institutional libraries, 2020*

RESULTS AND DISCUSSIONS

Existence of CDP in the Library

In order to build an effective, strong and well-balanced collection, a library requires an effective policy that spells out the mission, vision and objectives of the parent institution. The policy helps the library achieve its goals in supporting teaching, learning and research.

The research sought to find out from respondents if the GCUC and MUC libraries have CDPs or not. In response, all participants admitted that the libraries have CDPs. The Head librarian of GCUC responded that; *“Yes, we have a collection development policy, the policy covers every aspect of the collection and we try as much as possible to let it guide the acquisition process even though we face a lot of challenges in its use.”*

Resp.1 of GCUC *“... yes there is a CDP which is supposed to guide us in the selection process, but it does not influence selection so much.*

Rep.2 of GCUC *confirmed the statements of his colleagues when he said “... yes, we do have a CDP and somehow apply it when it comes to the selection of materials for the library.”*

The Head librarian of MUC indicated that his library has a CDP “... *yes, we have a collection development policy but it does not guide the development of the collection so much, especially when it comes to acquisition through purchase.*”

Resp. 1 of MUC: “... *yes we have a collection development policy. It was developed a few years back to help guide the collection development processes.*”

Resp. 2 of MUC said: “... *Yes, there is a policy; however, its application during the selection is not felt due to the economic situation in the country and the low budget allocation to the library.*” The findings on the existence of a CDP revealed that both libraries have CDP.

This result of the study is in contrast with and Msonge (2013), Chukwusa 2012, Lamptey and Agyen-Gyasi, (date), Boadi and Adekamnbi (2008) which indicated that most academic libraries in developing countries lacked a comprehensive CDP and that its absence has affected the collection development activities in those libraries. The results however, confirm Ameyaw and Entsua-Mensah (2016) Gangadharaiah (2014); Somashekara, Mariswamy & Dhruvakumar, (2014); that many academic libraries have CDP even though it might not be fully utilized.

Relevance of CDP in the Collection Development process in the libraries

The researcher sought to find out from respondents how relevant the CDP has been to their collection development activities. A question was asked to that effect and it brought out the following views from respondents. Head Librarian of GCUC revealed that “... *I believe the*

CDP is relevant but in our collection development activities it is not too relevant because we don't consult it that much especially when it comes to purchases and weeding."

Resp. 1: *"yes CDP is relevant and that every library should have it but the problem is it is not too useful as we hardly use it."*

Resp. 2 confirmed the statements of his colleagues when he opined, *"yes, indeed CDP is relevant but in our case though we have it, it is not too relevant because we hardly consult it in our day to day activities."*

The respondents from MUC on their part also believe that CDP is relevant to their activities as it guides the building of their collection. The Head librarian intimated that *"...yes CDP is relevant because it has guided us in the development of our collection. No matter the budget at hand, we still consult it to help in prioritizing selection and acquisition."*

Resp. 1 on his part opined *"...yes CDP has been very relevant and useful in building our collection, at least it helps to know what to add to the collection and what to discard when it comes to donations."*

Resp. 2 confirmed the assertions of the two respondents when she said, *"yes, so far so good. The policy has been relevant in developing our collection. It helps us to know what to buy with the little money that is given to us, as well as guides us in other areas of the collection like weeding. So it has been very relevant."* The finding at MUC that the policy guides them in the selection process corroborate the assertions by Nwosu and Udo-Anyanwu (2015) and Rajendran and Srinivasaragavan (2015) that the policy provides guidance to assist selectors or acquisition librarians in establishing the library expectations and preferences. It also confirms Kiondo (2004) Katz, MA grill and Hickey (cited in Patel 2016)" that it forms the

basis for planning collection development, provides practical guidance in the day to day selection of reading materials. The finding from GCUC that though the policy is there it does not play a major role when it comes to acquisitions also confirms Kissiedu (2009) that, limited funds, lack of access to resources, and inadequate human resources hinder the efficiency of CDPs in Africa.

Frequency of Review of CDP

On the frequency of review of the CDP, it was revealed that even though the policies have been in existence for some years now they have never been review. When asked how often the policy has been reviewed, the head librarian of GCUC remarked “...well, I am not too sure if the policy has been reviewed before since it was written by my predecessor. Since I assumed office it has never been reviewed but I believe it is important so it would be taken into consideration.”

Resp.1 ...*"I am not too sure if it has ever been reviewed."*

Resp. 2 ... *"I don't know about the frequency of the review of the policy since it is the duty of the head librarian to do it."*

The Head librarian of MUC opined that since its inception the CDP has never been reviewed. He also agreed to the fact that, it is not good enough and that the time has come for the CDP to be reviewed. He put it this way: “... *the policy has never been reviewed after eight (8) years of its existence, but I think it is time for me to get to work at reviewing it.*”

Resp.1 ...*" I don't have any idea as to how often the CDP is to be reviewed, what I do know is that the librarian has been doing a good job and so I think he knows what to do."*

Resp.2; *I don't really know how often it is supposed to be reviewed or if it has ever been reviewed but I think it would be good to review it regularly.*

The study found that there exists written CDP in both University libraries; however, all the participants admitted that the policy had never been reviewed since their formulation many years back, despite its role during selection and other collection practices. The finding is consistent with Khan and Bhatti (2015) and Kavulya (2004) whose studies revealed that CDPs in the libraries they studied were not updated or reviewed since their inception. On the other hand it does not support Aman, (2010) and Verzosa (2008) statements that CDP should be reviewed periodically to ensure its consistency.

Role of CDP in the Selection of Materials for the Libraries

Selection of materials for a library's collection is the most essential activity in building a library's collection. It requires the involvement of all stakeholders in the academic community like library professionals, students and faculty to be able to select materials that will satisfy the needs of the various users of the library and meet the core objectives of the parent institution. Although all these people are involved in the selection process one thing that can't be overlooked is the CDP. It is supposed to guide the whole selection process. The respondents were asked to indicate how the policy influences the processes of selecting materials in their libraries. It became clear from their responses that even though the policy is there its influence in selection of materials for the libraries is minimal. They do consult it alright but due to the economic situation in the country, the low budgetary allocation to the libraries and the attitude of stakeholders, the role of the policy is not felt that much. The head librarian of GCUC intimated "*...yes we do consult the CDP in our selection processes to guide our selection of materials but due to the economic situation, high inflation and the*

low budgetary allocation to the library, coupled with the fact that the book industry is not doing well in the country it makes it very difficult to follow strictly what the policy dictates. So even though we consult the policy during selection it does not influence the process that much.”

When asked to indicate his opinion of the role that the CDP plays in the process of selection of materials for the library collection;

Resp.1 revealed that “... *the CDP does not play any major role in the selection of materials for the library.*” When asked why he intimated, “*it is because the money given to the library is not enough if we go by what is stated in the policy we will never be able to develop our library’s collection.*”

Resp.2 on her part supported the assertions of her colleagues when she said “...*yes the policy guides the selection process to a point, like prioritizing what to buy due to the inadequate budget that is always allocated to the library.*”

When put the same question, the head librarian of MUC just like her counterpart at GCUC indicated that “... *even though the CDP is there to help in the selection of materials for the library, to be honest with you, we don’t follow the policy during the selection of materials for the library at all.*” When asked why she said, “... *the answer is simple, our budget is woefully inadequate so if we follow the dictates of the policy we will never get anything done. So we buy what our budget can afford.*”

Resp.1 of MUC also in answering the same question reiterated the response of the head librarian by saying “... *the policy does not play a major role in the selection process.*”

Resp.2 of MUC corroborated the statements of the two respondents when he said “*the CDP does not influence the selection of materials for the library’s collection though in some areas like weeding we do minimally apply it, especially when it comes to torn books.*”

The finding that the CDP does not guide the selection process that much is in contrast with Fought, Gahn, & Mills, (2016) and Bevis, Knight & Taylor (2015) whose studies suggest that the collection development policy should guide library professionals during selection process on what material to add and not to add. And that it helps to better serve library patrons with regards to the continual usefulness of the library and its resources. The same finding however, confirms Kissiedu (2009) that, limited funds, lack of access to resources, and inadequate human resources hinder the efficiency of CDPs in Africa.

Challenges faced in the use of CDP in the Libraries

The main purpose of an academic library is to serve the information needs of its users, it is therefore, necessary for academic libraries to have a comprehensive CDP to guide the processes of selection and the dictates of the policy should also be followed as much as possible otherwise it would pose a challenge to library professionals and the selecting team. It will also lead to inconsistency and poor collection of library materials. CDP guides library professionals and selectors on what to select for a library; it also provides consistency and helps in building a strong collection. Factors such as inadequate funding for purchasing library materials, qualified library professionals, and lack of consistency in the selection process with the CDP, non-participation of faculty in the selection process, pose a great challenge in the exercise. On the challenges faced by the libraries in the use of the CDP, the Librarian of GCUC had this to say; “*...honestly, the biggest challenge facing collection development activities in this library is the insufficient funds to purchase*

current and relevant learning resources, inadequate funding has made it impossible to subscribe to learning resources both electronic and print ones. We cannot even join the consortium where subscription to e-resources are a bit cheaper than subscribing as an individual library. Another challenge is not having qualified staff to assist in the selection process; the economic situation and total collapse of the book industry in the country, which make it difficult to get the needed resources to acquire locally also make it difficult to implement to the letter the part of the CDP which deals with selection, these negatively affect the collection development process."

Resp. 1 of the same institution revealed "... Yes, as for the challenges we have many, we don't have enough funds to buy needed books to support teaching and learning, we don't have enough qualified staff to help in the selection process. These and many others make it difficult to build a strong collection for user needs."

In the view of Resp.2, "*Delays in submitting list of needed or recommended books on the part of faculty members, coupled with the fact that there is not enough funds sometimes affect selection of resources for the library collection.*"

Head Librarian of MUC in answering the question of challenges faced in the selection process in her library listed challenges that are not different from what her counterpart in GCUC had enumerated. She intimated thus; "*... our challenges are numerous, some are inadequate funding, lack of interest in the selection process on the part of faculty, difficulty in getting the needed materials to buy in the country, inadequate and unqualified staff, just to mention a few, are some of the challenges facing the effective use of the CDP in our library.*"

Resp.1 of MUC expressed ... *“frankly speaking, the current instability in the country’s economy is a big challenge hindering the acquisition of needed materials for this library. There is a greater demand for current and relevant books than the funds that are available can provide; inadequate funds have therefore, negatively affected collection development activities.”*

According of Resp.2 of MUC, *“... inadequate budget allocation to the library has hindered the development of the library and its activities. We cannot implement the CDP as is expected when it comes to selection and purchases. For this reason we accept all kinds of donations with the hope of acquiring enough to satisfy user needs which ends up to be the opposite as many of the donations that come in are either not relevant or useful to our client needs. There is also the fact that we cannot get the needed materials to buy in the country. This also hinders the smooth development of the collection.”* *"Space is also a bit of a challenge to the library, there is the need for a bigger library space as the student population increases."*

On the challenges facing the use of CDP in the library, both head librarians and the library staff outlined some challenges: inadequate staff, lack of qualified personnel to assist in the selection process, space constraints, low budget allocation to the library, high inflation in the country, scarcity of needed resources as a result of the collapse of the book industry. These findings affirm the studies of Boadi and Adekambi (2008) and Kisiedu (2009), which enumerated similar challenges as being the reason for the non-functioning of CDPs in academic libraries in Africa.

CONCLUSIONS

A CDP is a document that outlines the process of selection of materials for a library's collection, the criteria used in selection, weeding, acceptance of donations; and the general management of the library therefore, it must be handled by a professional librarian. It was established that the GCUC and MUC libraries have well-documented CDPs, which guide some aspects of the collections though not so much as the selection. However, it was learnt that the policies had never been reviewed since their inception. The findings established that due to insufficient allocation of funds, the libraries struggles to develop their collections as well as carry out other operations. The study also identified some challenges hindering the use of the policy among which are lack of adequate funds, lack of space and limited and inadequate qualified library staff and the reluctance of faculty members to submit recommended titles.

RECOMMENDATIONS

The following recommendations were made based on the findings of the study.

- It is recommended that the policies should be reviewed periodically to ensure its effectiveness and consistency.
- The libraries should reinforce the use of CDP in all its selection processes.
- Management of the universities should employ qualified library staff, preferably subject librarians to take charge of selections.
- Management of the universities should allocate adequate funds for all activities concerning library operations and development.
- Finally, it is recommended that the library committees in the two institutions should constitute a review committee as soon as possible for periodic review.

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