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# **The Readiness of a State College for the Establishment of a Digital Library**

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## **ABSTRACT**

The study looked into the readiness of a state college for the establishment of a digital library. In particular, it assessed the knowledge of the respondents about digital library and its uses, digitization process, and electronic resources services. It also evaluated the extent of adequacy and availability of physical resources, adequacy of professional librarians and qualities of library staff, financial resources, library collections, information technology resources and the prospects for a digital library.

The study applied the descriptive-evaluative method of research. Three hundred fifty three (353) students and ninety seven (97) faculty and employees from both campuses comprised the four hundred fifty (450) respondents. The questionnaire was the main data gathering tool. Frequency counts, percentages, and mean ratings (with descriptive equivalent) were used as descriptive statistics.

Based on the set measure of readiness, generally, the state college is not ready for the establishment of a digital library. However, the respondents are moderately knowledgeable on the aspects of digital library while the physical resources, number of professional librarian, qualities expected to the library staff, financial resources, library collection and information technology resources were evaluated as adequate. As to the prospects for a digital library, 98.22% of respondents favored the establishment of a digital library in the state college libraries as part of additional access to information. They considered the various electronic resources and services as very important.

**Keyword:** Digital Library, Electronic Resources, Physical resources

## **Introduction**

In the 21<sup>st</sup> century, libraries are trying to keep up with the digital world and the new generation of students who are used to having instant information. These facts might be a consequence of the increased availability of e-resources. As Shonfield (2003) stated, the facilities and services which public libraries provide are changing to meet new cultural needs and interests, at an ever-increasing pace of cultural and technological

transformation, particularly in response to the development of new media: CDs, videos and DVDs, talking books, computer software, and internet access.

In addition, a report commissioned by the Research Information Network and the consortium of research libraries in 2007 realized that there is extensive work going on in libraries to digitize archival or special collection material and the feedback from researchers is very positive. Indeed, researchers themselves very much value this provision. While librarians would like to do more, resourcing the effort is costly. Moreover, digitization is but part of the task. Making digitized as well as printed materials require the creation of good metadata. Nevertheless, the big idea is to digitize the often hidden or difficult to access archive collections. This is to greatly enhance access faster and easier.

Likewise, special libraries are changing dramatically by adopting new means of technology in all activities from print to e-environment. Examples are printed library card catalogues having been replaced by computerized Online Public Access Catalog (OPAC) system, availability of numerous e-databases, e- journals, information resources, information literacy and online services for users.

To face the new information explosion, Li (2009) stated that special libraries will have to meet even more encounters and chances to serve users, all with much expectation and many more demands activated by the growth of developing and cutting edge technologies in electronic learning environments. Special libraries are adopting emerging and cutting edge technologies, new array of services with packaging and repackaging according to the needs and demands, but still, many specific functions have to be inducted to really justify the essence of service oriented philosophy.

Kumar (2011) also stated that a full service digital library must accomplish all essential service of traditional libraries and exploit the well-known advantage of digital storage, searching, and communication. As affirmed by Chowdhury (2006), the digital library provides access to part of or all its collections, such as plain texts, images, graphs, audio/ video materials, and other library items that have been electronically converted via Internet and World Wide Web.

Thus, the Medical and Health Libraries Association in the Philippines (MAHLAP), at present, is doing a survey to identify the information facilities and services of medical and health libraries in the Philippines, and to find out the readiness of health libraries to access digital information. They intend to come up with appropriate system, processes, and training modules that will enable member libraries to convert their information resources into digital format, and make these accessible on-line, through the Internet.

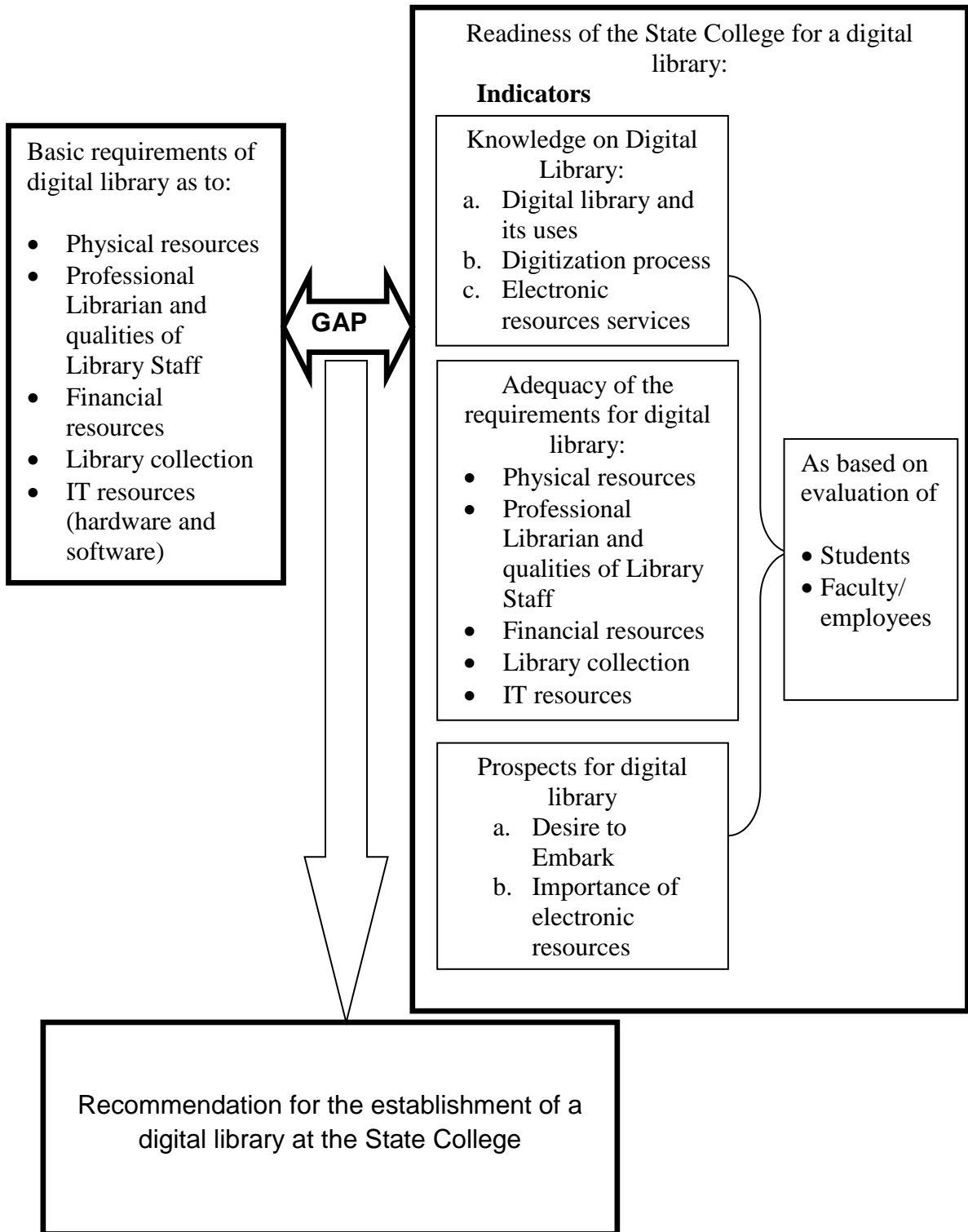
Mountain Province State Polytechnic College (MPSPC) library has a mission to support the institution's instructional, curricular, research, and extension programs through organized and relevant information services and fast delivery of the same. Thus, the institution should come up with digital library to respond to the information needs and high demands of the students and patrons.

The Accrediting Association of Chartered Colleges and Universities of the Philippines (AACUP) recommended, during its visit to Mountain Province State Polytechnic College (MPSPC) last October, 2012 that if budget warrants, the library should be equipped with the state-of-the-art facilities and equipment like enough computer units for students' use as well as the electronic networking. To this end, it is very important to know the readiness of library users and Mountain Province State Polytechnic College (MPSPC) state college for the establishment of a digital library.

### **Statement of the Problem**

The study aimed to find out the readiness of state college libraries for the establishment of a digital library. Specifically, it sought to answer the following questions:

1. What is the extent of the state college's (1.1) students' and (1.2) faculty/employees' knowledge about (a) digital library and its uses, (b) digitization process, and (c) electronic resources services?
2. What is the extent of readiness of the state college to establish and operate a digital library based on the adequacy and availability of the following:
  - a. Physical resources
  - b. Professional librarian and qualities of Library Staff
  - c. Financial resources
  - d. Library collection, and
  - e. Information and Technology Resources (hardware and software)
3. What is the extent of agreement on the prospects for digital library in terms of (a) embarking on establishment of a digital library and (b) importance of electronic resources and services?



**Figure 1: The Research Paradigm**

The model shows the parameters of readiness of a state college for the establishment of a digital library. These are the (1) extent of state college students' and faculty/employees' knowledge about (a) digital library and its uses, (b) digitization process, and (c) electronic resources services. Also, the (2) extent of adequacy based on students' and faculty/employees' evaluation of the (a) physical resources, (b) number of professional librarian and qualities of Library staff, (c) financial resources, (d) library collections, and (e) Information Technology resources (hardware and software), and, (3) the prospects for a digital library in terms of (a) embarking or desires to establish a digital library and (b) importance of electronic resources services. The results of the evaluation were the basis for the recommendation consisting of the establishment of digital library in the Mountain Province State Polytechnic College or improving the conditions to meet the requirements before embarking on the establishment of a digital library.

## **REVIEW OF RELATED LITERATURE AND STUDIES**

The studies reviewed indicate the library users' perceptions, being at the forefront of library assessment; considering their perspectives as basis in evaluating the library; integrating library collections into digitization; library users' accessibility of library resources, considering library as place of reading and studying; provision of modern technology as very important, from the users' perception on electronic resources. The studies also pointed out budgetary resources as source for strengthening digital resources in libraries. Library collection and enhanced skills of librarian and staff in the use of information communication technology play very important roles in digitization.

These findings were considered relevant and offered basis for the conduct of the present study. The related literature and studies reviewed provided the researcher with thorough information and insights, which made this study more comprehensive.

The present study finds guidance in the Commission on Higher Education requirements for academic libraries common to all programs, wherein most of the required and related activities are the provisions on digital library, electronic resources, database and Information Technology resources and services. This may also include adequacy and availability of the physical facilities, librarians and qualities of library staff, library collections, and Information Technology resources and services. The study is also related to the study of Ginger and Goger (n.d.) on evaluating the national science digital library for learning application readiness. The study is also related to the statements of requirements for library by the Accrediting Association of Chartered Colleges and Universities of the Philippines (AACCUP), that collection development is one of the important areas to be evaluated which include provision of the library holdings, sufficient research books and journals, extensive Filipiniana collections and provision of non-print, digital and electronic resources made accessible through sufficient hardware/software. These statements of requirements were also the bases of the present study.

This present study is also related to the Philippine Association of Academic Research Libraries' (PAARL) requirements which indicate that, the availability of CD-ROMs and online databases may replace one or more of the library requirements,

depending on the number of full-text titles/volumes obtained therein, and the availability of internet connection. The same is true with the Accrediting Association of Chartered Colleges and Universities of the Philippines (AACCUP) which mentioned that the requirements also include extensive electronic and other non-print collections to support the print collections.

While the previous studies were focused on the requirements for libraries pursuing automation, this present study used these requirements as bases for determining the readiness of the Mountain Province State Polytechnic College for embarking on the establishment of a digital library. All the other related studies provided the basis for the development of the conceptual framework used in this present study.

## RESEARCH DESIGN

The researcher used the descriptive-evaluative method of research. Descriptive research involves collection of data in order to test hypotheses or to answer questions concerning the readiness of state college towards digital library. In the case of this research, the readiness of Mountain Province State College, as of the last five years, was the target of the study.

The study was conducted among the library users from different departments such as students and employees in the institution.

Table 1. Distribution of the Respondents according to Type and Department

Departments/Office	Types		
	Students	Faculty/ employees	Total
Accountancy	22	4	26
Business Administration	34	3	37
Criminology	107	13	120
HRM/Tourism	17	4	21
Information Technology	14	7	21
Nursing	13	6	19
Liberal Arts	5	12	17
Office Administration	16	4	20
Teacher Education	106	17	123
Graduate school	19	7	26
Office/employees'		20	20
<b>TOTAL</b>	<b>353</b>	<b>97</b>	<b>450</b>

The study's main gathering tool was the scale type questionnaire. It was patterned after the Likert-type scale. The questionnaire was structured in such a way that the data gathered were pertinent to the problem of the study. The questionnaire was divided into three (3) sections: (1) Extent of knowledge on (a) digital library and its uses (b) Digitization process and (c) electronic resources services of students and faculty/employees; (2) Extent of readiness of the state college for establishing digital

library based on adequacy and availability of the following: (a) Physical resources, (b) professional librarian and library staff, (c) Financial resources, (d) library collections and (e) Information Technology resources (hardware and software); and, (3) the extent of agreement on the prospects for digital library in terms of (a) embarking/adopting digital library and (b) importance of electronic resources services.

To ensure the validity of the data gathering tool, the questionnaire was presented to the panel members for critical judgment. Suggestions and recommendations were given by the panellists as to the necessary changes or adjustments of the questionnaires. After integrating the corrections, the questionnaire was then submitted to the researcher's adviser, and the Dean of Graduate School for further assessment. The questionnaire was also patterned after the Commission on Higher Education requirements to Academic Library common to all programs and the study of Cabonero. Only the questions that are appropriate for digital library were chosen.

The data were classified, tallied, categorized, and subjected to statistical analysis as basis for interpretation of the findings made. The descriptive measures were:

1. Frequencies and percents for the profile of the professional librarians and the faculty and employees' decision to embark on a digital library
2. Weighted mean was used to obtain the extent of readiness towards digital library in terms of the level on knowledge on digital library and its uses, digitization process and electronic resources services; level of adequacy on physical resources, librarian and qualities of library staff, financial resources, library collections, and Information Technology resources. Moreover, the extent of agreement on the prospect for digital library in terms of embarking digital library and importance of electronic resources services was considered.

The scales presented below guided the researcher in the interpretation of statistical findings on:

Extent of Readiness on the Requirements towards Digital Library					
Scale	Mean Ranges Equivalent	Extent of knowledge	Extent of adequacy	Extent of agreement	Readiness
<b>5</b>	4.50-5.00	Great Knowledge	Very Adequate	Strongly Agree	Ready
<b>4</b>	3.50-4.49	Much knowledge	Adequate	Agree	Not Ready
<b>3</b>	2.50-3.49	Moderate knowledge	Moderately Adequate	Disagree	Not Ready
<b>2</b>	1.50-2.49	Slightly knowledge	Inadequate	Minimal Disagree	Not Ready
<b>1</b>	1.00-1.49	No Knowledge	Very Inadequate	Strongly Disagree	Not Ready
Level of Importance on the Electronic Resources and Services Prospects for Digital Library					
Scale	Mean Ranges Equivalent		Extent of agreement		
5	4.50-5.00		Most important		
4	3.50-4.49		Very Important		
3	2.50-3.49		Important		



2	1.50-2.49	Slightly Important
1	1.00-1.49	Less Important

## RESULTS AND DISCUSSION

### 1. Knowledge on Digital Library

#### 1.1. Digital library and its uses

Table 2. Means and Descriptions of Knowledge Assessed by Students and Faculty/Employees

	STUDENTS (n=353)		FACULTY/ EMPLOYEES (n=97)		TOTAL (n=450)	
KNOWLEDGE ON	MEA N	DE	MEA N	DE	MEA N	DE
A. DIGITAL LIBRARY AND ITS USES						
1. Provides access to a very large information collection in a digital form	3.47	MoK	3.47	MoK	3.47	MoK
2. Supports multimedia content	3.38	MoK	3.40	MoK	3.39	Mok
3. Provides a friendly interface	3.54	MuK	3.46	MoK	3.50	MuK
4. Supports advanced and retrieval	3.51	MuK	3.61	MuK	3.56	MuK
5. Supports the traditional library mission of collection, development, organization, access to presentation	3.58	MuK	3.70	MuK	3.64	MuK
6. Supports publishing, annotation of new information	3.52	MuK	3.54	MuK	3.53	MuK
7. Brings together people with formal, informal and professional learning missions	3.50	MuK	3.54	MuK	3.52	MuK
8. Provides faster access to information resources	3.53	MuK	3.70	MuK	3.62	MuK
9. Provides an easy mechanism for resource sharing and sharing of digital files with other libraries	3.42	MoK	3.55	MuK	3.49	MoK
WEIGHTED MEAN	3.49	MoK	3.55	MuK	3.52	MoK
Legend: 5- (4.50-5.00) Great Knowledge (GK)      2- (1.50-2.49) Slight Knowledge (SL) 4- (3.50-4.00) Much Knowledge (MuK)      1- (1.00-1.49) No Knowledge (NK) 3- (2.50-3.49) Moderate Knowledge (MoK)						

The respondents assessed and rated the level of knowledge on digital library and its uses in moderate level of familiarity of information, with their over-all weighted mean

of 3.52. Students' level of knowledge is moderate, with a mean of 3.49, and faculty/employees' level is much knowledge, as indicated by the mean (3.55).

The respondents strongly believed that digital library is used to support the traditional library mission of collection, development, organization, access to presentation and provide faster access to information sources, as indicated by the mean (3.58), described as much knowledge. The same result is found among the faculty/employees having much knowledge (mean = 3.70). This implies that the respondents perceived the information as much familiar which is supported by Savanor, Alhaji and Garching (2012) that digital library can transform the printed materials into digital form which will improve the library services.

On the other hand, the lowest mean is found on the respondents' extent of knowledge on digital library providing access to a very large information collection in a digital form, together with supporting multimedia contents, which indicates moderate level of knowledge.

The respondents have much knowledge on digital library and its provision of faster access to information resources and support on advanced and easy retrieval, as shown by the means of 3.62 and 3.56, respectively. Students and faculty/employees have much knowledge on digital library providing faster access of information resources (students: mean = 3.53; faculty: mean = 3.70). Students and faculty/employees have much knowledge that digital library supports advanced and fast retrieval. The ratings of faculty/employees were obviously higher than the students. However, both respondents are much familiar of the information.

Students have much knowledge on digital library and its provision of a friendly interface (mean = 3.54), while the faculty/employees have moderate knowledge (mean = 3.46) indicating much familiarity of the information.

On the other hand, both respondents have much knowledge on the information that digital library supports advanced and easy retrieval, supports publishing information, brings together people with formal, informal and professional learning missions and provides access to information resources. This implies that both respondents are much familiar on the following information.

However, students have moderate knowledge on digital library's provision of easy mechanism for resources sharing and sharing of digital files, while faculty/employees have much knowledge (mean = 3.55).

## **Digitization Process**

Table 3.Means and Descriptions of Knowledge Assessed by Students and Faculty/Employees

	STUDENTS (n=353)		FACULTY/ EMPLOYEES (n=97)		TOTAL (n=450)	
B. DIGITIZATION PROCESS	MEA N	DE	MEA N	DE	MEA N	DE
1. Information sharing can be enhanced and redundancy of collections reduced	3.56	MuK	3.60	MuK	3.58	MuK
2. Digital materials can be sorted, transmitted and retrieved easily and quickly	3.46	MoK	3.56	MuK	3.51	MuK
3. Access to electronic information is cheaper than its print counterpart	3.37	MoK	3.45	MoK	3.41	MoK
4. Digital texts can be linked, thus made interactive; besides, it enhances the retrieval of more information.	3.48	MoK	3.48	MoK	3.48	MoK
5. Digitization preserves documents and makes more accessible	3.61	MuK	3.61	MuK	3.61	MuK
6. Digitization enables reuse the documents	3.58	MuK	3.60	MuK	3.59	MuK
WEIGHTED MEAN	3.51	MuK	3.55	MuK	3.53	MuK
Legend: 5- (4.50-5.00) Great Knowledge (GK)      2- (1.50-2.49) Slight Knowledge (SL) 4- (3.50-4.00) Much Knowledge (MuK)      1- (1.00-1.49) No Knowledge (NK) 3- (2.50-3.49) Moderate Knowledge (MoK)						

With regards to the knowledge on digital library and its uses, the respondents have much knowledge on digitization process, as indicated by the over-all weighted mean of 3.53.

The students' weighted mean (3.49), described as moderate knowledge, is lower than the faculty/employees (weighted mean = 3.55, described as much knowledge). This shows that faculty/employees are more familiar on digital library and its uses. The total weighted mean (3.52 = much knowledge) implies that both respondents have enough knowledge on the statements.

On digitization process, the students have a weighted mean of 3.51 while the faculty/employees have a weighted mean of 3.55. Faculty/employees are more familiar on digitization process.

The highest mean (3.61) on "digitization preserves documents and makes more accessible" indicates much knowledge of both respondents. This implies that the respondents are much familiar on this aspect. This is affirmed by Alhaji (n.d.) that one of the main concerns in digitization is to preserve the documents and allow people to read original manuscripts or documents.

In terms on the extent of familiarity on information, sharing is improved, redundancy of collections is reduced in connection to digital materials can be sorted

conveyed and recovered easily and quickly, and digitization enables recycling of documents, both respondents are much knowledgeable. This indicates that the respondents are much familiar, which means that they are not yet too much exposed on the said information.

The lowest mean is found on familiarity of the information on digitization process on digital texts can be linked (3.41) and it enhances the retrieval of more information and the digitization preserves documents and makes more accessible (mean = 3.38), indicating moderate knowledge of both respondents. This implies that information on digitization process is not much familiar for them.

## 1.2. Electronic Resources and Services

Table 4. Means and Descriptions of Knowledge Assessed by Students and Faculty/Employees

	STUDENTS (n=353)		FACULTY/ EMPLOYEES (n=97)		TOTAL (n=450)	
C. ELECTRONIC RESOURCES AND SERVICES	MEA N	DE	MEA N	DE	MEA N	DE
1. Internet access/Wifi Access	3.70	MuK	3.76	MuK	3.74	MuK
2. Online Public Access Catalog (OPAC)	3.46	MoK	3.54	MuK	3.50	MuK
3. CDs/VCDs and DVDs	3.30	MoK	3.25	MoK	3.28	MoK
4. Online database such as CHED Elib (ProQuest Central)	3.02	MoK	3.05	MoK	3.04	MoK
5. DOST STARBOOKS online resources	3.22	MoK	3.18	MoK	3.20	MoK
6. Open access e-books and e journals	3.30	MoK	3.34	MoK	3.32	MoK
WEIGHTED MEAN	3.33	MoK	3.35	MoK	3.34	MoK
<b>GRAND MEAN</b>	<b>3.44</b>	<b>MoK</b>	<b>3.48</b>	<b>MoK</b>	<b>3.46</b>	<b>MoK</b>
Legend: 5- (4.50-5.00) Great Knowledge (GK)      2- (1.50-2.49) Slight Knowledge (SL) 4- (3.50-4.00) Much Knowledge (MuK)      1- (1.00-1.49) No Knowledge (NK) 3- (2.50-3.49) Moderate Knowledge (MoK)						

In terms of electronic resources and services, both respondents have moderate knowledge (students: mean =3.33; faculty/employees: mean =3.49).

Respondents are most familiar on internet or wifi access in the library ( students: mean = 3.70; faculty/employees: mean = 3.76) and online public access catalogue (OPAC) (students: mean = 3.46; faculty: mean= 3.54). This evidently showed much familiarity of the respondents.

On the other hand, respondents have moderate knowledge on CDs/VCDs and DVDs, online resources, and open access e-books and e-journals. Moderate knowledge signifies the information is familiar. The respondents perceived online database such as

Commission on Higher Education e-lib as not usually known, as indicated by the lowest total mean of 3.04.

The respondents have moderate knowledge of digital library and its uses, digitization process and electronic resources services, as evidently shown on the grand mean of 3.46, which implies they are moderately familiar. However, respondents have much knowledge on digital library and its uses (mean =3.52) and digitization process (mean = 3.53). This implies that they have enough familiarity of this information.

On the other hand, respondents are not knowledgeable on electronic resources services (mean = 3.34). Both respondents are more familiar on digital library and its uses and digitization process than the electronic resources services. This signifies that the respondents are moderately familiar on the information in terms digital library. However, the respondents were not yet ready, in terms of their knowledge on digital library and its uses, digitization process and electronic resources services.

In summary, the level of knowledge of students, faculty and employees on digital library and electronic resources is moderate, and on digital library and its uses, much knowledge.

## 2. The State College Libraries' Readiness for the Establishment of a Digital Library

## 2.1 Physical Resources

Table 5. Means and Description of Readiness for a Digital Library in terms of Physical Resources

[illegible]

It is gleaned from the table that the respondents rated physical resources as adequate (mean =3.51) and storage space as most adequate physical resources ( mean = 3.61).

The proper offices for librarians and library staff, as rated by the respondents, are adequate physical resources in the library (mean =3.59). Other items that are adequate are space of the library (mean = 3.49), accessibility of the library (mean = 3.49), library building expansion (mean = 3.57), and the library is convenient to the clients (mean = 3.51).

On the other hand, the lowest mean is found on areas for special services such as electronic or audio visual materials (mean = 3.43), and convenient location of the library (mean = 3.40).

Physical resources were evaluated by the students as moderately adequate while employees rated them adequate, with weighted means of 3.39 and 3.63, respectively.

All the requirements of physical resources were rated as “adequate” by the employees. On the other hand, the students rated them as moderately adequate. This implies that the availability of physical resources towards establishing digital library in a state college is adequate.

Physical resources are important parts of the library. The library should be conveniently located and accessible for future digital library, as indicated in the report commissioned by the Research Information Network and the Consortium of Research Libraries (2007). Moreover, physical resources should include convenient opening hours, a place for quiet individual study and the provision of modern information technology equipment to access digital resources.

Physical resources were moderately adequate such as space to accommodate future digital library, accessibility of future digital library to the library clients, library building design for further expansion and rearrangement for future digital library, proper offices for librarians and staff, areas for special services such as electronic or audio visual materials, convenience of the client and location of the libraries and storage space.

Students evaluated physical resources such as the library building design for further expansion and rearrangement for future digital library as moderately adequate, while faculty/employees found the storage space and proper offices for librarian and staff as most adequate, as shown by means (3.78 and 3.71).

Physical resources rated adequate were storage space in the library for future digital library (mean =3.61), proper offices for librarians and staffs, as well as the library design for further expansion and rearrangement for future digital library (means of 3.59 and 3.57, respectively). This implies that, in terms of availability of the resources, these are adequate.

The total weighted means of respondents indicated that most of the items are adequate (mean = 3.51). The readiness on physical resources is adequate but the resources need improvement to meet the standards towards digital library. The result did not reach the standards so the requirement on physical resources towards digital library is not yet ready.

The *Journal of Philippine Librarianship* and the library standards of the Philippine librarianship stated that academic library shall have adequate space and appropriate facilities which are accessible to the students, faculty and other users. It shall be designed to allow for future rearrangement and expansion.

## 2.2 Adequacy of Professional Librarian and Qualities of a Library Staff

Table 6. Number of Professional Librarian in the Library

Responses	student s	%	Employee es	%	overall l	%
Very adequate	21	5.95	9	9.28	30	6.67
Adequate	99	28.05	30	30.93	129	28.67
moderately adequate	210	59.49	55	56.70	265	58.89
Inadequate	20	5.67	3	3.09	23	5.11
very inadequate	3	0.85	0	0	3	0.67
TOTAL	353	100	97	100	450	100
WM	3.32		3.46		3.36	
DE	MA		MA		MA	

Table 4 shows the perceptions of the respondents on the number of professional librarians in the library. 58.89% of them believed that the number of professional librarians in the library is moderately adequate, whereas 28.67% believed that there is an adequate professional librarian in the library.

It is gleaned from the table that 59.49% of the students believed the number of professional librarians in the library is moderately adequate. 30.93% employees, on the other hand, believed that there is adequate number of librarians in the library, but 56.70% believed it as moderately adequate.

The adequacy of the availability of the librarians is perceived by both respondents as moderately adequate ( students: mean =3.32; faculty/employees: mean =3.46). This implies that the readiness on digital library in terms of number of professional librarians is moderately adequate.

## 2.3. Qualities of a Library Staff

Table 7. Means and Descriptions on Readiness for a Digital Library in Terms of the Qualities Expected of the Library Staff

	STUDENTS (n=353)		Faculty/Empl oyees (n=97)		TOTAL (n=450)	
REQUIREMENTS	STUD ENTS	DE	EMP LOY EES	DE	MEA N	DE
1. Efficiency in delivering service	3.59	A	3.65	A	3.62	A
2. Readiness to respond to users	3.64	A	3.71	A	3.68	A
3. Ability to search computer database	3.43	M A	3.43	MA	3.43	MA
4. Skills in using CD-ROM's	3.33	M A	3.28	MA	3.31	MA
5. Provision of instruction when needed	3.58	A	3.72	A	3.65	A
6. Knowledgeable in his/her works	3.71	A	3.79	A	3.75	A

7. Overall ability to give effective service	3.73	A	3.73	A	3.73	A
8. Confidence in the use of digital library technology in the delivery of library services	3.54	A	3.68	A	3.61	A
GROUP MEAN	3.57	A	3.63	A	3.6	A
Legend: 5- (4.50-5.00) Very Adequate (VA)                      2- (1.50-2.49) Inadequate (I) 4- (3.50-4.00) Adequate (A)                                        1- (1.00-1.49) Very Inadequate (VI) 3- (2.50-3.49) Moderate Adequate (MA)						

As shown in the table, the respondents assessed the qualities expected of the library staff towards digital library as adequate. However, the result did not obtain the standard mean on readiness towards digital library which is 4.50 and above. Therefore, the library staffs, in terms of the qualities expected of them, are not yet ready.

As to the qualities expected/required of the library staff on digital library, the extent to which they meet the requirements in establishing digital library is adequate. Students rated the qualities of library staff with an over-all ability to give effective service as adequate (mean =3.73) while the employees rated the library staffs' knowledge on their work as adequate (mean = 3.79).

This affirms the statement of the American librarian association that library staff should have strong technical skills and ability to identify specific areas in which technology can advance the institution in fulfilling its academic mission. This finding is corroborated by Marrison (2012) that, far from being rendered obsolete by the pace of technology, librarian's skills are now more relevant and necessary than ever before.

However, both groups have the lowest mean on skills in using CD-ROM (mean = 3.43). This implies that the library staffs still need to develop the skills in using CD-ROM.

Efficiency in delivering services by the library staff were rated by students as adequate (mean = 3.59) which is higher than the evaluation of employees (mean =3.65), though both levels are adequate. The readiness of library staff to respond to users is adequate (students: mean = 3.64; employees: mean =3.71). Hence, both respondents indicated that the library staffs' ability to search computer database is moderately adequate only.

Moreover, both respondents rated the library staffs' skills in using CD-ROMs as moderate (students: mean =3.33. faculty: mean= 3.28) , which is manifested as the lowest mean among the items. This implies the need for more improvement since digital libraries bring significant benefits to the users through improved access on digital libraries typically accessed through the Internet and Compact Disc-Read Only Memory.

On provision of instruction when needed, the library staffs' knowledge in their work, overall ability to give effective services, and confidence in the use of digital library technology in the delivery of library services was adequate. However, the rating of the students is lower than the ratings of the faculty/employees. This can be supported by the statement of Alhaji (n.d.) wherein personnel are most important digital library's resource, not only during its initial creation and set up, but also for its operation, maintenance and provision of services.



Among the items, knowledge on his/her works and overall ability to give effective services garnered the highest means (mean = 3.75 and 3.73, respectively). Efficiency in delivering services, readiness to response users as well as provision of instruction when needed, together with the confident in the use of digital library technology in the delivery of library services were also perceived by the respondents as adequate.

In addition, the respondents rated the qualities of library staff in terms of their ability to search computer database and skills in using CD-ROM's as their lowest mean (mean =3.43 and 3.31, respectively). This suggests that the librarian has moderately adequate ability to search computer database and skills in using CD-ROMs.

#### 2.4. Financial Resources

Table 8. Means and Description on Readiness for a Digital Library in Terms of Financial Resources

REQUIREMENTS	STUDENT S (n=343)		Faculty/Em ployees (n=97)		TOTAL (n=450)	
	MEAN	DE	MEAN	DE	MEAN	DE
1. Library fees collected is spent solely for the library	3.72	A	3.72	A	3.72	A
2. The Director of the libraries has the responsibility to prepare and defend the library budget	3.90	A	4.00	A	3.95	A
3. There are other sources of library budget such as grants, donations from alumni and friends of the library and others.	3.64	A	3.74	A	3.69	A
4. The school allocates an amount for the professional growth and development of the library	3.80	A	3.82	A	3.81	A
5. The school allocates an amount for future digital library or electronic resources	3.71	A	3.90	A	3.81	A
GROUP MEAN	3.75	A	3.84	A	3.80	A
Legend: 5- (4.50-5.00) Strongly Agree (SA)      2- (1.50-2.49) Minimal Disagree (MD) 4- (3.50-4.00) Agree (A)                      1- (1.00-1.49) Strongly Disagree (SD) 3- (2.50-3.49) Disagree (D)						

As shown in the table, the two groups of respondents perceived and rated the readiness of the state college towards digital library in terms of financial resources on the same level (students: mean =3.75; employees: mean = 3.84).

The respondents agree that requirements on financial resources relative to establishing digital library are moderate. Indeed, the two groups agreed that the director of the libraries has the responsibility to prepare and defend the library budget (students: mean= 3.90; employees; mean = 4.0). Results revealed strong preferences with the

standards for Philippine librarianship in terms of financial resources. The academic library head shall prepare an annual budget covering the needs and priorities of the library in accordance with the existing policies of the parent institution. The library fee shall be set at realistic level. The academic library shall explore other ways of augmenting the library's financial resources when the institutional funds are inadequate.

With mean of 3.80, students agree that the school allocates an amount for the professional growth and development of the library; library fees collected are spent solely for the library (mean= 3.72), school allocates an amount for future digital library or electronic resources (mean=3.71) and there are other sources of library budget such as grants, donations from alumni and friends of the library and others (mean = 3.64). These are equivalent to moderate extent of agreement on financial resources. Indeed, Leelavathi (n.d.) recommended that budgetary resources should be increased gradually for strengthening digital resources in libraries.

On the other hand, the faculty/employees' evaluation is the highest (mean = 4.0) which signifies that the faculty/employees agreed that director of the libraries has the responsibility to prepare and defend the library budget, school allocates an amount for future digital library or electronic resources (mean = 3.90), school allocates an amount for the professional growth and development of the library (mean =3.820 and finally, there are other sources of library budget such as grants, donations from alumni and friends of the library and others (mean = 3.74) and library fees collected is spent solely for the library (mean=3.72) as the lowest mean among the items. This implies the employees moderately agree on the requirements relative to establishing digital library in the future. Therefore, financial resources are ready for the establishment of digital library in Mountain Province State Polytechnic College.

The over-all weighted mean of the respondents (3.80) shows that the respondents have positive response on the provision of financial resources for future digital library in the college as they agreed on the extent of readiness of the financial resources. They also agreed that the director of the libraries has the responsibility to prepare and defend the library budget (mean = 3.95) and school allocates an amount for the professional growth and development of the library and for future digital library or electronic resources (mean =3.81).

Indeed, the result of the study is affirmed by the Commission on Higher Education requirements for academic libraries common to all programs - that continuing faculty/staff development shall be provided with the corresponding financial assistance from the institution and the higher education institution library shall establish and provide an electronic library. Library fees collected are spent solely for the library and other sources of library budget such as grants, etc. In terms of financial resources, students and faculty/employees are very optimistic for the establishment of future digital library.

## 2.5. Library Collection

Table 9. Means and Description on Readiness for a Digital Library in Terms of Library Collections

	STUDENTS (n=353)		Faculty/employees (n=97)		TOTAL (n=450)	
REQUIREMENTS	MEAN	DE	MEAN	DE	MEAN	DE
1. General collection contains books necessary for basic course/undergraduate programs	3.66	A	3.69	A	3.68	A
2. Reference book collection contains reference books such as dictionaries, encyclopaedias, handbooks, manuals, etc.	3.85	A	3.87	A	3.86	A
3. Filipiniana collections contain books on or related to the Philippines.	3.66	A	3.90	A	3.78	A
4. CD-ROM collections contains information other than books	3.42	MA	3.37	MA	3.40	MA
5. Theses collections contains theses and dissertation done by Masteral and Doctoral students	3.67	A	3.64	A	3.66	A
6. Periodical collections contains magazines, journals and newspapers	3.79	A	3.88	A	3.84	A
7. Vertical files includes newspaper clippings and pamphlets	3.80	A	3.84	A	3.82	A
GROUP MEAN	3.69	A	3.74	A	3.72	A
Legend: 5- (4.50-5.00) Very Adequate (VA)      2- (1.50-2.49) Inadequate (I) 4- (3.50-4.00) Adequate (A)                      1- (1.00-1.49) Very Inadequate (VI) 3- (2.50-3.49) Moderate Adequate (MA)						

As shown in the table, the respondents assessed the library collections towards digital library as adequate (students: mean =3.69; employees: mean =3.74).

Most of students perceived that vertical files include newspaper clippings and a pamphlet. 3.80, as the highest mean, connote an adequate extent of availability of the collection. Likewise, Filipiniana collections contain books on or related to the Philippines (mean = 3.90), which is the highest mean evaluated by the faculty. This implies that the extent of readiness of the collection in the library is adequate in terms of availability. Devi (2004) mentioned that if the book collection of library is efficient, ideal and satisfactory to the needs of the readers, the image of the library is enhanced.

Vertical files which include newspaper clippings and pamphlets and periodical collections contain magazines, journals and newspapers were considered adequate (students: mean = 3.80; employees: mean = 3.88). Students also rated as adequate periodical collections contains magazines, journals and newspapers (mean = 3.79) and reference book collection contains reference books such as dictionaries, encyclopedias, handbooks, manuals, etc. (mean = 3.87).

Theses collections which contain theses and dissertation done by Masteral and Doctoral students (mean = 3.67), general collection which contains books necessary for basic course/undergraduate programs together with Filipiniana collections contain books on or related to the Philippines (mean = 3.66), and general collection which contains books necessary for basic course/undergraduate programs (mean = 3.42) were all rated adequate. Moreover, the faculty rated also the following as adequate: vertical files include newspaper clippings and pamphlets (mean =3.84), general collection contains books necessary for basic course/undergraduate programs (mean =3.69) and theses collections contains theses and dissertation done by Masteral and Doctoral students (mean=3.64). Digitizing valuable Filipiniana collections is one of the main projects of National Library in the Philippines to provide Filipinos easy access to these treasured cultural and historical resources.

CD-ROM collections were rated as moderately adequate. This indicates the need to increase collection for future digital library. In contrast, Philippine Association of Academic Research Libraries in the Philippines requirements say that the availability of CD-ROMs and online databases may replace one or more of the library requirements, depending on the number of full-text titles/volumes obtain therein.

Students and faculty/employees positively agree on the adequacy of the library collection (mean =3.72). Reference books such as encyclopedias, dictionaries, etc. Garnered the highest evaluation, followed by periodical collections, as well as vertical files. Similarly, Filipiniana collections and thesis collections from master and doctorate students were rated adequate. This implies that library material collections are not yet ready, since the over-all weighted mean did not pass the standard numerical equivalent of 4.50.

On the other hand, CD-ROM collections other than books were evaluated as moderately adequate.

## 2.6. Information Technology Resources

Table 10. Means and Description on Readiness for a Digital Library in Terms of I.T. Resources (Hardware and software)

REQUIREMENTS	Students (n=353)		Faculty/Emp l (n=97)		Total (n=450)	
	MEA N	DE	MEA N	DE	MEA N	DE
1. Continuous access to electronic resources, such as online database (i.e. Phil e-Lib)	3.42	MA	3.48	MA	3.45	M A
2. Accessibility of Electronic resources	3.38	MA	3.39	MA	3.39	M A
3. Availability of OPAC for easy access of collection	3.43	MA	3.42	MA	3.43	M A
4. Provision of internet connectivity	3.44	MA	3.49	MA	3.47	M A
5. Adequate computers, printers, scanners and other communication equipment	2.97	MA	3.25	MA	3.11	M A
6. Availability of e-learning resources to	3.36	MA	3.35	MA		M

allow faculty members and students to undertake research and other academic activities					3.36	A
GROUP MEAN	3.33	MA	3.40	MA	3.37	M A
Legend: 5- (4.50-5.00) Very Adequate (VA)                      2- (1.50-2.49) Inadequate (I) 4- (3.50-4.00) Adequate (A)                                        1- (1.00-1.49) Very Inadequate (VI) 3- (2.50-3.49) Moderate Adequate (MA)						

As shown in the table, the two groups of respondents perceived and rated the readiness of the state college towards digital library in terms of Information technology resources moderately adequate (students: mean =3.33; faculty/employees: mean = 3.40).

The students and faculty/employees evaluated their I.T. resources as moderately adequate (mean = 3.44), and provision of internet connectivity (mean = 3.49). This affirms the statement of the Philippine Association of Academic Research Library standards on the importance of the internet connection in the library for the access of the information database of the students and employees of Mountain Province State Polytechnic College. Furthermore, Bagudo (2011), as cited by Xia (2003) remarked that the internet usage by library patrons has increased.

Availability of the Online Public Access Catalog (OPAC) for easy access of collection (students: mean = 3.43; employees: mean 3.42) for employees and continuous access to electronic resources, such as online database (i.e. Phil e-Lib) ( students: mean = 3.42; employees: mean =3.48) were rated moderately adequate which means the availability of the resources towards digital library is not yet ready.

As to the following item, students and faculty evaluated as moderately adequate the following items: adequate computers, printers, scanners and other communication equipment (mean = 2.97; 3.25) for availability of e-learning resources to allow faculty members and students to undertake research and other academic activities (mean = 3.36; 3.35) and finally, accessibility of electronic resources (mean = 3.38 and 3.39, respectively).

The Accrediting Association of Chartered Colleges and Universities of the Philippines also elaborated that extensive electronic and other non-print collections are available to support the print collections. Wherein, the adequacy or availability of the Information Technology resources as well as the library shall provide continuous access to electronic resources, such as online databases (i.e. Philippine e-Lib), e-books, e-journals and other e-learning resources to allow faculty members and students to undertake research and other academic activities.

The extent of readiness on digital library as perceived by the students and faculty/employees evaluation in terms of Information technology resources is moderately adequate (mean = 3.37). The extent of availability of the resources such as the electronic resources, online public access catalog, internet connectivity, as well as the computers and other equipment's together with the e learning resources is adequate. Respondents believed that these resources are ready for the establishing for future digital library. Thus, it is strongly stated by the Research Information Network and the Consortium of Research Libraries (2007) that the key aspects of the physical offerings of the institutional library are "very important".



4- ( 3.50-4.49) Very Important	Moderate extent of agreement
3- ( 2.50-3.49) Important	Not agree
2- ( 1.50-2.49) Slightly Important	Moderate extent of disagreement
1- ( 1.00-1.49) Less important	Great extent of disagreement

As shown in the table, the two groups of respondents perceived and evaluated the prospects for digital library in terms of the importance of electronic resource services on the same level but the students' mean is higher. The students and faculty evaluated it as "very important" (students: mean =4.03; faculty/employees: mean = 3.95).

Having an internet connection or wifi access in the library was rated by both respondents with a mean of 4.37 for students and 4.19 for employees. This means that internet connection or wifi access is very important. It was also ranked first, based on the mean (4.28).

Students also agreed that online public access catalog was one of the very important electronic resources (mean = 4.11). Thus, starbooks online resources were both rated by the faculty/employees and students as very good (mean = 4.08), which is moderate in terms of agreement. This electronic resource was ranked second by the students and faculty/ employees.

Students moderately agree on the starbooks online database (mean = 4.08). Employees rated the online public access catalogs (mean =4.01) third among the electronic resources services items. The fourth is CHED elib (proquest central) (students: mean = 3.96) while faculty/employees made the open access e books and e journals as their fourth most important (mean = 3.93). Students have also positive outlook on the open access e-books and e-journals as one of the very important electronic resources towards digital library, as evidently shown on the mean of 3.93, while the faculty/employees rated the online database such as CHED elib (proquest central) moderate ( mean =3.82). And lastly, the sixth among the electronic resources is on CDs VCD and DVDs.

Students and faculty/employees considered all the electronic resources services towards digital library very important (mean = 3.99), as stated in the requirements for academic libraries common to all programs section seven (7), that the academic library shall have facilities for information and communication technology and services in adequate quantities and good working condition for the efficient and convenient retrieval or dissemination of local and remote information resources by the library staff and its users. This includes computers with Internet connectivity, printers, scanners, fax machines and other electronic communication equipment. Higher education institution library shall establish and provide an electronic library. A dedicated library website shall be created to advertise/promote and access library resources.

To sum up, internet connection or wifi access was the most important (mean = 4.28), followed by the online public access catalog together with the DOST starbooks (mean = 4.08), open access e-books and e-journals (mean = 3.93), online database such as Commission on Higher Education e-lib (proquest central) (mean =3.89) and CDs, VCDs and DVDs (mean = 3.70). This implies that the extent of agreement of respondents is moderate and very important services toward digital library.

Table 13. Summary on Readiness of the Requirements for the Establishing Digital Library

<b>Requirements</b>	<b>WM</b>	<b>DE</b>	<b>Readiness</b>
Extent of Knowledge			
a. Digital Library and Its Uses	3.52	MoK	Not Ready
b. Digitization Process	3.53	MuK	Not Ready
c. Electronic Resources Services	3.34	MoK	Not Ready
<b>GROUP MEAN</b>	<b>3.46</b>	<b>MoK</b>	<b>Not Ready</b>
Adequacy of the resources			
a. Physical Resources	3.51	A	Not Ready
b. No. of Professional Librarian	3.36	MA	Not Ready
Qualities of Library Staff	3.60	A	Not Ready
c. Financial Resources	3.80	A	Not Ready
d. Library Collections	3.72	A	Not Ready
e. Information Technology Resources	3.37	MA	Not Ready
<b>GROUP MEAN</b>	<b>3.56</b>	<b>A</b>	<b>Not Ready</b>
Importance of Electronic Resources Services	3.99	VI	Not Ready
<b>GRAND MEAN</b>	<b>3.67</b>		<b>Not Ready</b>
Decisions of Embarking Digital Library			Ready
YES	98.22%		

The table shows the summary on readiness of the requirements towards digital library. The over-all group mean revealed not ready (mean = 3.51). This implies that requirements towards establishment of digital library in terms of the extent of knowledge and adequacy of the resources are not yet ready. However, the respondents strongly agreed to embark on digital library. Unfortunately, the requirements need to be enhanced to meet the level of readiness which is 4.50.

The respondents assessed their knowledge about digital library, digitization process, and electronic resources services as moderate, which revealed that the respondents were familiar on digital library and its uses, digitization process and electronic resources services. However, in terms of their knowledge towards digital library, they are not ready, since the standards on readiness towards digital library were not met. The mean should be 4.50 and above. Therefore, it is suggested that their knowledge on digital library should be enhanced.

In terms of the adequacy of physical resources, number of librarian and qualities expected of library staff, financial resources, library collection and information technology resources were not yet ready, since the computed group mean of 3.56 is below 4.50 level of standards.

The respondents believed that the availability of physical resources needed towards digital library is adequate (mean = 3.51). In terms of adequacy of the professional librarian, respondents revealed that the number of librarian is moderately adequate and the qualities expected of library staff towards digital library were rated as adequate which signifies that the library staff possess enough skills and abilities is enough (mean = 3.60). Financial resources (mean = 3.80) towards digital library is moderate.



The library collections were adequate (mean = 3.72) and information technology resources were moderately adequate (mean = 3.37). This implies that the requirements towards establishing digital library on information resources are adequate.

## **SUMMARY**

This study intended to find out the readiness of a state college for the establishment of digital library based on the perceived knowledge of students and faculty/employees on digital library and its uses, digitization process, and electronic resources services. It is also based on the evaluation of the respondents as to adequacy and availability of the physical resources, professional librarians and qualities expected of the library staff, financial resources, library collection and Information Technology resources (hardware and software), as well as the prospects for digital library in terms of embarking and importance of electronic resources services.

The respondents were the students and faculty/employees of the state college for the school year 2014. There were four hundred (400) students and one hundred (100) faculty/employees. Unfortunately only three hundred fifty three (353) students and ninety seven (97) faculty/employees responded. All in all, there were four hundred fifty (450) respondents.

After the raw data were gathered and tallied, these were organized and processed using descriptive statistics where the weighted mean of each item for each respondent was computed including the over-all. This is to reveal the readiness of the state college for future establishment of digital library.

1. Knowledge on digital library. The respondents are moderately knowledgeable on digital library and its uses, digitization process, and electronic resources services as evidently shown by the over-all group mean of 3.46, which implies that the information is moderately familiar for them. However, respondents perceived the digital library and its uses and digitization process on the same level as “much knowledge”, with their total weighted mean of 3.52 and 3.53, respectively. This implies that the familiarity of information on digital library and its uses and digitization process was enough for them. On the other hand, respondents were not more knowledgeable about electronic resources services, as shown by their total mean of 3.34. Therefore, the two groups of respondents are more familiar on digital library and its uses and digitization process, than the electronic resources services. This signifies that the respondents are moderately ready in terms of their knowledge on digital library.
2. The readiness of the state college libraries for the establishment of a digital library in terms of the adequacy and availability of the requirements is indicated as follows:
  - a. All the requirements on physical resources were perceived by the faculty/employees as adequate while students evaluated them as moderately adequate which entails that, in the assessment of the students,

much is still to be improved. However, resources are not yet ready since the computed mean did not meet the standard rating which is 4.50 and above.

b. The respondents perceived the number of professional librarians in the library as moderately adequate with a group mean of 3.39.

c. As to qualities of library staff, the respondents perceived and rated the readiness of the state college towards digital library in terms of the qualities/expected of the library staff as adequate.

The two groups of respondents perceived and rated the readiness of the state college towards digital library in terms of financial resources on the same level. This suggested that the respondents agree on the financial requirements relative to establishing digital library.

The respondents perceived and rated the readiness of the state college towards digital library in terms of library collections as adequate (students: mean = 3.69; faculty/employees: mean = 3.74). This implies that extent of availability of the library collections towards digital library is not yet ready.

The respondents perceived and evaluated the readiness of the state college towards digital library in terms of information and technology resources as moderate adequate (students: mean = 3.33; faculty/employees: mean = 3.40). The extent of availability of information technology resources, namely: hardware and software were moderately adequate.

3. Prospects for digital library. The respondents strongly agree on embarking on digital library in a state college libraries as part of additional access of information and to enhance and improve library resources (98.22% = “yes”; 1.78% = “no”).

In addition, the extent of agreement of the respondents on the prospects for digital library in terms of the importance of electronic resource services was rated very important. The respondents have a moderate extent of agreement on the importance of electronic resources services towards digital library.

However, the extent of readiness of a state college in terms of the knowledge and adequacy of the resources is not yet ready.

## **Conclusions**

Based on the findings, the following conclusions were drawn.

1. On the general knowledge, the respondents are not yet ready on their knowledge on digital library and its uses, digitization process, electronic resources services. Therefore, improvements on the knowledge of the respondents are needed to obtain the standard, which is 4.50 and above.

2. State College libraries, in terms of the establishment of digital library based on evaluation of students and faculty/employees on the adequacy and availability of the physical resources, librarians and qualities of library staff, financial resources, library collections, and information technology resources (hardware and software), are not yet ready. Therefore, upgrading necessary resources is still needed.
3. Almost all respondents strongly agreed on embarking on digital library in the state college libraries as part of additional access of information to enhance and improve library resources. However, there are respondents who do not yet agree.
4. To sum up, the state college is not yet ready to establish a digital library in terms of the knowledge of the respondents and adequacy of the resources. However, students, faculty and employee of the state college are strongly willing to embark or adopt digital library in the state college libraries for additional access of information as they believed that electronic resources services are very important. High level of knowledge of the respondents and very adequate physical resources, number of librarian, qualities of library staff, financial resources, library collections and information technology resources were necessary for the establishment of a digital library.

### **Recommendations**

In the light of the findings and conclusions drawn in this study, the following recommendations are forwarded:

1. State College librarians or library staff should exert more effort to disseminate and orient library clients about digital library for better understanding. Aside from bulletin board, strong library marketing should emphasize the use and importance of digitization of library materials and electronic resources services for better services in the university.
2. There should be adequate provisions of all necessary requirements towards digital library through adequate and available resources. The acquisition of the materials should be strongly given attention, most especially the information technology resources as well as electronic resources. Professional trainings and seminars for the library staff on the concept of digital library and digitization of library materials is also necessary.
3. Before the creation of a digital library, the availability of electronic resources is highly recommended. Therefore, acquisition of electronic resources, namely: hardware and software must be intensified. Network, either data network or computer network, is also recommended for the purpose of digitization process.
4. Budget is a risky consideration in planning and mapping towards establishing digital library. The consent of the administration is highly recommended.

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