
A SURVEY ON THE PRESENT STATUS OF MANAGEMENT COLLEGE LIBRARIES IN SRI VENKATESWARA UNIVERSITY AREA, ANDHRA PRADESH, INDIA

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Abstract :

Analysis of data collected from 27 librarians of management college libraries located in S.V. University area, Andhra Pradesh, India, using a questionnaire indicates that all the management college libraries work from 8-10 hours a day on working days. Most of the librarians (77.8%) possess M.L.I.Sc. degree along with another post-graduate degree. Most of them (85.2%) are getting consolidated pay. Most of the libraries (88.9%) follow open access system. The majority of the libraries acquire books from local distributors / agents (66.7%) and procure periodicals directly from publishers (85.2%). More than half of the libraries (51.9%) classify books using Dewey Decimal classification. All the libraries offer circulation and reference services.

The majority of libraries (88.9%) are providing newspaper clipping service. A few of them offer document reservation facility (29.6%), reprographic service (40.7%), CAS/SDI service (44.4%) and Indexing/abstracting service (18.5%). Majority of the librarians (66.7%) informed that their college libraries are conducting user education programmes. A majority of management college libraries (77.78%) have no separate buildings. All libraries have display racks, water cooler, and computers. Majority of the libraries (63%) are carrying out stock verification annually. Majority of the librarians (59.3%) replied that their libraries have been automated. Majority of them (70.4%) replied that their libraries have Internet facility. Majority of them (66.7%) replied that they have no digital libraries. A few recommendations are given based on the findings of the study.

KEYWORDS :

Management college libraries, Academic libraries, library surveys, Sri Venkateswara University Area, Andhra Pradesh.

INTRODUCTION:

Management education is an important medium that facilitates improvement of leadership qualities and turns out excellent future managers. This education with specialization in different areas prepares students to face the constantly advancing corporate world and impart effective people-management skills. It produces good managers and makes emphasis on improving and enhancing existing management skills. It also produces managers who are able to sustain themselves in an environment of intense competition, globalization and new technologies. To provide good management education, good management educational institutions are necessary with experienced faculty members, library facilities and other infrastructural facilities.

To provide better library services to the students, research scholars, and faculty members of management educational institutions, libraries with good infrastructural facilities are essential. These libraries support management education, teaching, research and consultancy. They also assist management professionals in enriching and updating their knowledge and skills, and provide information regarding new innovations, views and theories.

The primary role of a management library is to collect, organize and disseminate recorded information in management and allied subjects as per the requirements of its clientele namely students, research scholars and faculty

members. The major concern of a management library is to satisfy its users by providing the required sources and services. Management college libraries help their respective colleges in achieving their goals and vision by ensuring quality based library and information support services to the students, research scholars and faculty members. The responsibilities of these college librarians are to update the collections continuously in order to reinforce and enrich the knowledge base for assisting stakeholders of their respective management colleges to achieve excellency in academic, research and development, consultancy, continuing management education, and interaction with external environment. With the passage of time, the needs of management users have been drastically changed.

Library surveys play a vital role in planning, designing and evaluation of Library and Information Systems. They are useful to examine the present conditions in libraries. They are also useful in developing need based information sources; in introducing new services, and improving the existing services to meet the information needs of user community; to enhance user satisfaction with the library services and facilities; and to take necessary steps for an effective management of human resources as well as financial and material resources.

Hence, library surveys are to be undertaken now and then on various types of libraries to examine their present status so that the necessary measures can be suggested for improving the library services. As no study has been undertaken on management college libraries, the present study entitled 'A Survey of Management College Libraries in Sri Venkateswara University Area' has been undertaken.

2 EARLIER STUDIES

The surveys that were conducted on college libraries are discussed in the following paragraphs.

Mukherjee (1965) assessed the prevalent position of library facilities in 50 teacher training college libraries, India. Questionnaire was used for data collection. The study revealed that majority of the libraries did not have sufficient space for proper functioning. Some of the teacher training colleges did not have their own libraries. All libraries were lacking abstracting, indexing and interlibrary loan services.

Hingwe (1969) made a study of 44 libraries of the constituent and affiliated colleges of Poona University in order to find out the adequacy of the library facilities for the teaching programme. Girija Kumar (1980) made a study on the users of college libraries by administering questionnaires to various user-groups for formulating standards for the college libraries in the country. Sreepathy Naidu (1980) conducted a survey on college libraries affiliated to Andhra and Osmania Universities in order to formulate certain standards and norms that would help to achieve and facilitate effective functioning. Narsimha Raju (1984) made a survey of college libraries in West Godavari District in Andhra Pradesh. Kumar (1986) Studied about the potentiality, existing situation and status of the libraries of colleges affiliated to Gulbarga University and suggested various measures for improving the working of the libraries.

Joshi (2001) collected data about veterinary college libraries in Maharashtra through questionnaire. Book collection was found inadequate to meet information needs of the users and its growth was very slow. Journal subscription was not satisfactory and libraries were understaffed.

Lohar and Kumbar (2002) conducted a study to evaluate the use of library facilities and information resources in Sahyadri Arts and Commerce College, and Sahyadri Science College of Shimoga (Karnataka).

Harinarayana, Vasantha Raju, and Shivakumar Swamy (2008) conducted a survey to assess the effectiveness of library services of selected college libraries in Mysore city. The required data were collected from users of these college libraries. It was found that majority of the users were visiting libraries to study in library and for borrowing books. Textbook service was the most highly sought service by the users. Libraries were lagging behind to provide specific information.

Srinivasulu and Pulla Reddy (2010) made a survey on 22 medical college libraries of Andhra Pradesh using a questionnaire. A list of findings were given. Recommendations based on the findings were suggested to improve the services of these medical college libraries.

Nagaraja Rao and Surendra Babu (2012) made a survey of 216 degree college libraries in Andhra University Area to examine the present status with regard to their information sources, services, physical facilities and ICT facilities using a questionnaire. Chinna Balu and Pulla Reddy (2014) conducted a study on 29 engineering college libraries in S.V. University area, Andhra Pradesh, using a questionnaire. The study shows that all the engineering college libraries work from 9-11 hours a day on working days. Most of the libraries (86.2%) follow open access system. Most of the libraries (93.1%) classify books using Dewey Decimal classification. Most of them (96.6%) catalogue books using either AACR-2 or one of the catalogue modules of various software packages. The majority of libraries offer Internet facility (86.2%), referral service (75.9%) and newspaper clipping service (68.9%). A majority of engineering college libraries (79.3%) have no separate buildings. The above studies indicate that no comprehensive survey has been undertaken on management college libraries.

3 NEED AND PURPOSE OF THE STUDY

Excellent management colleges are essential to prepare managers with good knowledge and skills in management. Teachers, physical facilities, IT infrastructure and libraries are important components in providing good management education. Among these, management college libraries play a vital role to improve quality in management education. Unless and until these libraries have adequate resources such as book collection, finance, building, furniture, staff etc., they may not be able to render necessary services to their users.

The review of literature indicates that no survey has been undertaken so far on management college libraries with regard to their information resources, services and facilities in Sri Venkateswara University area. So, the present survey has been undertaken by the investigator to examine the existing conditions of management college libraries so that the necessary measures can be undertaken to improve their sources, services and facilities.

4 OBJECTIVES OF THE STUDY

The following are the specific objectives of the study:

- To examine the qualifications, experience and scale of pay of librarians of management college libraries;
- To examine the working hours of the library, and to know the type of access system followed in the libraries;
- To study the acquisition procedure of books and periodicals, and technical processing in management college libraries;
- To know the procedures for lending documents in management college libraries;
- To examine the services and physical facilities of these libraries; and
- To suggest the measures for improving the services and physical facilities of these libraries.

5 METHODOLOGY

Questionnaire method is used for collecting the required data for the present study. The questionnaire consists of questions on qualifications, experience, pay scales of librarians, library working hours, access system, acquisition, classification, cataloguing, services and physical facilities. There are 157 management colleges in Sri Venkateswara University area at the time of investigation. Sri Venkateswara University area covers the districts of Anantapur, Kadapa, Kurnool, Chittoor, and Nellore. Each college has its own library. The investigator selected 27 management college libraries out of 157 by simple random sampling to examine the present conditions of these libraries. Copies of questionnaire were distributed to the librarians of these 27 management college libraries and the filled in copies were collected personally from them during the period from June 2012 to April 2013.

6 DATA ANALYSIS AND DISCUSSION OF RESULTS

The data collected from the librarians are analyzed and the results are discussed in the following paragraphs.

6.1 Qualifications

A question has been put to the librarians to know their qualifications. The responses given by them are shown in Table 1.

Table 1: Distribution of librarians according to their qualifications

Qualifications	Librarians	
	No.	%
P.G. with M.L.I.Sc.	21	77.8
P.G. with M.L.I.Sc. and M.Phil.	2	7.4
P.G. with M.L.I.Sc. and Ph.D.	4	14.8
Total	27	100.0

It can be observed from Table 1 that more than three-fourths of the librarians (77.8%) have P.G. with M.L.I.Sc. Degree, 7.4 per cent of them have P.G. with M.L.I.Sc. and M.Phil. (L.I.Sc.) and the remaining 14.8 per cent have P.G. with M.L.I.Sc. and Ph.D. (L.I.Sc.). Hence, the majority of the librarians (77.8%) have P.G. with Master's Degree in Library and Information Science.

6.2 Experience

A question has been put to the librarians to know the number of years of experience they have. The responses made by them are shown in Table 2.

Table 2: Distribution of librarians according to their experience

Experience	Librarians	
	No.	%
5 years or less than 5 years	3	11.1
6 - 10 years	14	51.9
11 - 15 years	5	18.5
More than 15 years	5	18.5
Total	27	100.0

Table 2 shows that more than half of the librarians (51.9%) have 6-10 years of experience, 18.5 per cent of them have 11-15 years of experience, 18.5 per cent of them have more than 15 years of experience and the remaining 11.1 percent of them have 5 years or less than 5 years of experience.

6.3 Scales of Pay

In order to know the scale of pay of librarians working in management colleges, a query has been put to them. The responses made by them are shown in Table 3.

Table 3: Distribution of librarians according to their Scale of Pay

Scale of Pay	Librarians	
	No.	%
UGC	2	7.4
State Government	2	7.4
Consolidated pay	23	85.2
Total	27	100.0

It is evident from Table 3 that most of the librarians (85.2%) are getting only a consolidated pay, 7.4 per cent of them are getting scale of pay of A.P. State Government, and the remaining 7.4 per cent are getting their scale of pay according to UGC.

6.4. Working hours on working days

A question has been put to the librarians to know the library hours on working days. The responses made by them are shown in Table 4.

Table 4: Distribution of librarians according to their responses with regard to working hours on working days

Working hours	Librarians	
	No.	%
8 a.m. to 4.30 p.m.	6	22.2
8 a.m. to 6 p.m.	9	33.3
9 a.m. to 5 p.m.	12	44.4
Total	27	100.0

Table 4 shows, a high percentage of the librarians (44.4%) informed that their libraries work from 9 a.m. to 5 p.m. on working days, 33.3 per cent of them from 8 a.m. to 6 p.m. and the remaining 22.2 per cent of them from 8 a.m. to 4.30 p.m. It is also evident from the study that all the libraries are functioning from 8 hours to 10 hours in a day.

6.5 Working hours on holidays

A question has been posed to the librarians to know the library hours on holidays. The responses made by them are shown in Table 5.

Table 5: Distribution of librarians according to their responses with regard to working hours on holidays

Working hours on holidays	No.	%
9 a.m. to 1 p.m.	5	18.5
9 a.m. to 4.30 p.m.	4	14.8
Not working	18	66.7
Total	27	100.0

Table 5 shows, the majority of librarians (66.7%) informed that their libraries are not working on holidays. It is also evident from the table that 18.5 per cent of them informed that their libraries are working from 9 a.m. to 1 p.m. on holidays and the remaining 14.8 per cent from 9 a.m. to 4.30 p.m. Hence, it can be concluded that majority of the management colleges are not working on holidays.

6.6 Access system

The library can follow either open access system or closed access system. In open access system, the reader has the freedom to choose the books he/she likes in the stack area of library. In closed access system, the reader approaches the librarians for the book he/she needs.

A question has been put to the librarians to know the type of access system followed in their libraries. The responses made by them are shown in Table 6.

Table 6: Distribution of Librarians according to their responses with regard to type of access system followed

Response	Librarians	
	No	%
Open access system	24	88.9
Closed access system	2	7.4
Both	1	3.7
Total	27	100.0

Table 6 shows, the majority of the librarians (88.9%) informed that their libraries are following open access system, 7.4 per cent of them replied that their libraries are following closed access system, and the remaining 3.7 per cent of them replied that their libraries are following both systems.

6.7 Book collection

A question has been posed to be librarians about the strength of book collection. The responses made by them are shown in Table 7.

Table 7: Distribution of libraries according to their strength of book collection

Size of book collection	Libraries	
	No.	%
2500 or less than 2500	3	11.1
2501 - 5000	2	7.4
5001 - 7500	9	33.3
7501 - 10,000	9	33.3
More than 10,000	4	14.8
Total	27	100.0

Table 7 shows that more than one-third of the libraries (33.3%) have 5001 - 7500 books, another one-third of them (33.3%) have 7501 - 10000 books, 14.8 per cent of them have more than 10,000 books, 11.1 per cent of them have 2500 or less than 2500 books, and the remaining 7.4 per cent of them have 2001 - 5000 books. It can be concluded that majority of the libraries (66.6%) have book collection in the range of 5001 - 10,000 books.

6.8 Total carpet area of the library

A question has been posed to the librarians about the carpet area of their libraries. The responses made by them are shown in Table 8.

Table 8: Distribution of libraries according to their carpet area

Carpet area	Libraries	
	No.	%
Less than 100 sq. mts.	2	7.4
100 – 200 sq. mts.	8	29.6
201 – 300 sq. mts.	6	22.2
301– 500 sq. mts.	6	22.2
More than 500 sq. mts.	5	18.5
Total	27	100.0

Table 8 shows that a high percentage of the libraries (29.6%) have a carpet area in the range of 100 - 200 sq. mts., 22.2 per cent of them have in the range of 201 - 300 sq. mts., another 22.2 per cent of them have in the range of 301 - 500 sq. mts., 18.5 per cent of them have more than 500 sq. mts., and the remaining 7.4 per cent of them have less than 100 sq. mts.

6.9 Journals subscribed

Journals are the periodical publications issued at regular intervals – weekly, fortnightly, monthly, bi-monthly, quarterly and annually in various branches of knowledge. These are published not only by private publishing houses, but also by societies and institutions. The management college libraries should subscribe adequately to various categories of journals – Primary, abstracting and indexing, and reviewing – to meet the requirements of their users. Primary journals usually report the results of research more quickly than books. The journals can be divided into two types namely national journals and international journals.

6.9.1 National journals

A question has been put to the librarians to know the number of national journals subscribed to by their libraries. The responses made by them are shown in Table 9.

Table 9: Distribution of libraries according to the number of national journals subscribed

National journals	Libraries	
	No.	%
10 or less than 10	5	18.5
11 - 20	4	14.8
21 - 30	7	25.9
More than 30	11	40.7
Total	27	100.0

Table 9 shows that a high percentage of the management college libraries (40.7%) are subscribing to more than 30 national Journals, 25.9 per cent of them are subscribing to from 21 to 30 national journals, 18.5 per cent of them are subscribing to 10 or less than 10 national journals, and the remaining 14.8 per cent of them are subscribing to from 11 to 20 national journals.

6.9.2 International journals

A question has been posed to the librarians to know the number of international journals subscribed to by their libraries. The responses given by them are shown in Table 10.

Table 10: Distribution of libraries according to number of international journals subscribed

International journals	Libraries	
	No.	%
10 or less than 10	17	63.0
11 - 20	5	18.5
21 - 30	2	7.4
More than 30	3	11.1
Total	27	100.0

It is evident from Table 10 that the majority of libraries (63.00%) are subscribing to 10 or less than 10 international journals, 18.5 per cent of them are subscribing to from 11 to 20 international journals, 11.1 per cent of them are subscribing to more than 30 international journals, and the remaining 7.4 per cent of them are subscribing to from 21 to 30 international journals.

6.10 Sections

A question has been put to the librarians to know the different sections their libraries have. The responses made by them are shown in Table 11.

Table 11: Different sections in management college libraries

Sections	Libraries (N=27)	
	No.	%
Acquisition section	25	92.6
Periodical section	26	96.3
Technical section	7	25.9
Circulation section	27	100
Reference section	23	85.2
Reprographic section	14	51.9
Textbook section	25	92.6
Back volumes of periodical section	20	74.1
SC, ST book bank section	20	74.1

It is evident from Table 11 that all the libraries (100%) have circulation section. It is also evident from the table that most of the libraries have periodical section (96.3%), acquisition section (92.6%), textbook section (92.6%), and reference section (85.2%). The majority of libraries have periodical section (74.1%) and SC, ST book bank section (74.1%). About one-fourth the libraries (25.9%) have technical Section.

6.11 Methods of purchasing books

A question has been put to the librarians to know the methods of purchasing of books in their libraries. The replies made by them are shown in Table 12.

Table 12: Distribution of librarians according to their responses with regard to methods of purchasing books

Methods of purchasing books	Libraries	
	No.	%
By inviting quotations	7	25.9
Directly from Publishers	3	11.1
Local book sellers / distributors	18	66.7

Note: Respondents are permitted to tick more than one answer.

Table 12 shows that the majority of libraries (66.7%) are acquiring books from local book sellers / distributors, 25.9 per cent of them are getting directly from publishers, and the remaining 11.1 per cent of them are obtaining by inviting quotations.

6.12 Methods of subscription

Librarians were asked to indicate the methods of subscribing to periodicals in their libraries. The responses made by them are shown in Table 13.

Table 13: Distribution of libraries according to their method of subscription to periodicals

Subscription method	Libraries	
	No.	%
Through agents	4	14.8
Directly from Publishers	23	85.2
Total	27	100.0

Table 13 shows, most of the librarians (85.2%) replied that their libraries are procuring periodicals directly from publishers and the remaining 14.8 per cent of them are through agents.

6.13 Classification of books

Irrespective of the size of the library collection, it is essential to classify the documents in the library for their systematic arrangement on the shelves and for locating them easily by the users. The distribution of librarians according to their responses with regard to classification of books in their libraries is made in Table 14.

Table 14: Distribution of librarians according to their responses with regard to classification of books

Response	Librarians	
	No.	%
Yes	14	51.9
No	13	48.1
Total	27	100.0

Table 13 reveals, about half of the librarians (51.9%) replied that they are classifying books, and the remaining 48.1 per cent of them replied negatively. As per AICTE (All India Council for Technical Education) norms, the classification of books / non-books according to standard classification scheme is essential.

6.14 Classification scheme used

Again a question has been put to the librarians, who are classifying books in their libraries, to indicate the classification scheme used for classification of books. Their responses are shown in Table 15.

Table 15: Distribution of librarians according to their responses with regard to classification schemes used

Classification schemes	Librarians	
	No.	%
DDC	14	100
CC	0	0
UDC	0	0
Total	14	100.0

Table 15 shows, all the libraries, which are classifying their books, are using Dewey Decimal Classification. A study made by Janak Raj and Rama Verma (1992) revealed that only 67.7 per cent of libraries are using Dewey Decimal Classification for classifying documents. The other schemes used by the libraries are Universal Decimal Classification and Colon Classification.

6.15 Suitability of classification scheme

In order to know the scheme that is suitable for classification of documents in management college libraries, a question has been put to the librarians. All librarians replied that Dewey Decimal Classification scheme is more suitable to classify the management books.

6.16 Cataloguing of books

Cataloguing is the process of creating a catalogue in libraries. It includes preparation of bibliographic description, determination of subject headings and other activities involved in physically preparing the item for the shelf. A question has been put to the librarians to know whether the books of their libraries are catalogued. All the libraries (100%) replied that the books of their libraries are catalogued.

6.16.1 Cataloguing code used

In order to know the catalogue code used in management college libraries for cataloguing of documents, a question has been put to the librarians. The replies made by them are shown in Table 16.

Table 16: Distribution of Librarians according to their responses with regard to catalogue code used

Response	Librarians	
	No.	%
AACR-2	8	29.6
Catalogue modules of software packages/own software packages	19	70.4
Total	27	100.0

Table 16 shows, the majority of the librarians (70.4%) replied that their libraries use catalogue modules of software packages / own software packages, and the remaining 29.6 per cent of them use AACR-2 for cataloguing of books.

6.16.2 Physical form of library catalogue

There are different types of physical forms of library catalogue, namely book form, sheaf form, card form and computerized catalogue.

In order to know the physical form of library catalogue in management college libraries, a question has been put to the librarians. The responses made by them are shown in Table 17.

Table 17: Distribution of libraries according to their responses with regard to the physical form of the library catalogue used

Physical form of catalogue	Libraries	
	No.	%
Book form	2	7.4
Sheaf form	0	0
Card form	6	22.2
Computerized catalogue	19	70.4
Total	27	100.0

Table 17 shows, majority of the librarians (70.4%) informed that their libraries are using computerized catalogue, 22.2 per cent of them are using card form and the remaining 7.4 per cent are using book form.

6.17 Charging Systems

Librarians were questioned to mention the different charging systems used in their libraries. The responses made by them are shown in Table 18.

Table 18: Distribution of librarians according to their responses with regard to the type of charging system used

Responses	Libraries	
	No.	%
Ledger system	6	22.2
Newark system	3	11.1
Computerized system	18	66.7
Total	27	100.0

It is evident from Table 18 that two-thirds of the librarians (66.7%) replied, their libraries are using computerized system for issue and return of books, 22.2 per cent of them are using ledger system and the remaining 11.1 per cent of them are using Newark System.

6.18 Services

Library services are the facilities provided by a library for the use of books and the dissemination of information. The services provided by management college libraries to their users are circulation service, Interlibrary loan service, document reservation facility, reference service, bibliographical service, indexing / abstracting service, referral service, CAS / SDI service, reprographic service, newspaper clipping service and Internet facility. In order to know the type of services provided by management college libraries, a question has been put to the librarians. The responses made by them are shown in Table 19.

Table 19: Distribution of librarians according to their responses with regard library services offered

Services	Librarians			
	Yes		No	
	No.	%	No.	%
Circulation services	27	100	00	00
Interlibrary loan services	4	14.8	23	85.2
Document reservation facility	8	29.6	19	70.4
Reference service	27	100	00	00
Bibliographical service	5	18.5	22	81.5
Indexing / abstracting service	5	18.5	22	81.5
Referral service	4	14.8	23	85.2
CAS / SDI service	12	44.4	15	55.6
Reprographic service	11	40.7	16	59.3
Newspaper clipping service	24	88.9	3	11.1

It is evident from Table 19 that all the libraries are offering circulation and reference service. Most of the libraries are offering newspaper clipping service (88.9%). It is evident from the table that a few libraries are offering document reservation facility (29.6%), CAS / SDI service (44.4%), and reprographic service (40.7%). Interlibrary loan service (14.8%), bibliographical service (18.5%), indexing / abstracting service (18.5%) and referral service (14.8%) are being offered by a very few libraries.

6.19 User education programmes

User education programmes are conducted in libraries to create awareness among the users about the information sources and services, facilities, library rules and regulations so that they can utilize the library resources to the maximum extent. In order to know the responses of librarians with regard to conduct of user education programmes, a question has been put to them. The responses made by them are shown in Table 20.

Table 20: Distribution of librarians according to their responses with regard to conduct of user education programmes

Responses	Librarians	
	No.	%
Yes	18	66.7
No	9	33.3
Total	27	100.0

Table 20 shows, two-thirds of the librarians (66.7%) informed that their libraries are conducting user education programmes and the remaining one-third of them (33.3%) replied negatively.

7.20 Physical facilities

Good physical facilities in the libraries are essential for comfortable reading and to sit in the library for longer hours to utilize the resources fully.

6.20.1 Library building

A good library building is essential for every library to make use of its resources by its users to the maximum extent. A question has been put to the librarians to know whether their libraries have separate buildings. The replies made by them

are shown in Table 21.

Table 21: Distribution of librarians according to their responses with regard to having separate library building

Responses	Librarians	
	No.	%
Yes	6	22.2
No	21	77.8
Total	27	100

Table 21 shows, the majority of librarians (77.8%) replied that they have no separate library buildings, and the remaining 22.2 per cent of them replied that they have separate library buildings.

6.20.2 Furniture and equipment

A question has been put to the librarians to know whether their libraries have adequate furniture and equipment. The replies made by them are shown in Table 22.

Table 22: Distribution of librarians according to their responses with regard to adequate furniture and equipment

Furniture and equipment	Libraries			
	Yes		No	
	No.	%	No.	%
Chairs and tables	21	77.8	6	22.2
Binding equipment	8	29.6	19	70.4
Display racks	27	100	8	29.6
Water coolers	27	100	00	00
Reprographic equipment	10	37.0	17	63.0
Microform readers cum printers	10	37.0	17	63.0
Computers	27	100	00	00
Book trolleys	5	18.5	22	81.5
Catalogue cabinets	3	11.1	24	88.9
Vacuum cleaners	12	44.4	15	55.6

Table 22 shows, the majority of librarians (77.8%) replied that their colleges have adequate chairs and tables. It is also evident from Table that all the libraries have adequate display racks, water coolers, and computers. It is also evident from the table that a considerable percentage of libraries have adequate binding equipment (29.6%) reprographic equipment (37%), microform readers cum printers (37%) and vacuum cleaners (44.4%). A few libraries have adequate catalogue cabinets (11.1%), book trolleys (18.5%), and binding equipment (29.6%).

6.21 Stock verification of libraries

A question has been put to the librarians to know the frequency of stock verification in their libraries. The responses made by them are shown in Table 23.

Table 23: Distribution of libraries according to their frequency of stock verification of books

Response	Libraries	
	No.	%
Annually	17	63.0
Once in two years	4	14.8
Occasionally	6	22.2
Total	27	100.0

It is evident from Table 23 that the majority of librarians (63%) informed, their libraries are carrying out stock verification annually, 22.2 per cent of them occasionally and the remaining 14.8 per cent of them once in two years. A study made by Narsimha Raju revealed that all engineering college libraries are carrying out stock verification annually. But the present study shows that the majority of college libraries (63%) are carrying out stock verification annually.

6.22 Library Automation

A question has been put to the librarians to know whether their libraries have been automated. The replies made by them are shown in Table 24.

Table 24: Distribution of librarians according to their responses with regard to automation of their libraries

Response	Librarians	
	No.	%
Yes	16	59.3
No	11	40.7
Total	27	100.0

Table 24 shows, the majority of the librarians (59.35%) replied that their libraries have been automated and the remaining 40.7 per cent of them replied negatively.

6.23 Internet facility

A question has been put to the librarians to know whether their libraries have Internet facility. The replies made by them are shown in Table 25.

Table 25: Distribution of librarians according to their responses with regard to Internet facility

Response	Librarians	
	No.	%
Yes	19	70.4
No	8	29.6
Total	27	100.0

Table 25 shows, majority of the librarians (70.4%) replied that their libraries have Internet facility, and the remaining 29.6 per cent of them replied negatively.

6.24 Digital library facility

A question has been put to the librarians to know whether their libraries have digital library facility. The replies

made by them are shown in Table 26.

Table 26: Distribution of librarians according to their responses with regard to digital library facility

Response	Librarians	
	No.	%
Yes	9	33.3
No	18	66.7
Total	27	100.0

Table 26 shows, two-thirds of the librarians (66.7%) replied that they have no digital libraries and the remaining one-third of them replied the availability of digital libraries.

7 FINDINGS

The following are the findings of the study:

The majority of the librarians (77.8%) have PG with the M.L.I.Sc., degree.

More than half of them (51.9%) have 6 to 10 years of experience.

Most of the librarians (85.2%) are getting consolidated pay.

A high percentage of the management college libraries (44.4%) work from 9 a.m. to 5 p.m. on working days. However, on holidays, the majority of the college libraries (66.7%) are not working.

One-third of the librarians (33.3%) replied that their libraries have the books in the range of 5001 to 7500.

All the libraries have circulation section. However, majority of them have acquisition section (92.6%), periodical section (96.3%), and reference section (85.2%).

Most of the libraries (88.9%) follow open access system.

The majority of them (66.7%) acquire books from local book sellers / distributors.

The majority of them (85.2%) procure periodicals directly from publishers.

More than half of the libraries (51.9%) are classifying books. All these libraries are using Dewey Decimal Classification. All the librarians opined that Dewey Decimal Classification scheme is more suitable to classify the management books.

All the libraries (100%) catalogue books either by using AACR-2 or one of the catalogue modules of software packages/own software packages.

The majority of the librarians (70.4%) informed that their libraries are using computerized catalogue.

All the libraries are providing circulation and reference services.

A few libraries are providing CAS / SDI service (44.4%), document reservation facility (29.6%), and abstracting and indexing service (18.5%).

The majority of the librarians (66.7%) informed that their libraries are conducting user education programmes.

The majority of colleges (77.8%) have no separate buildings for their libraries concerned.

All the libraries have adequate display racks, water coolers and computers.

The majority of the librarians (63%) informed that their libraries are carrying out stock verification annually.

The majority of the librarians (59.3%) replied that their libraries have been automated.

The majority of them (70.4%) replied their libraries have Internet facility.

The majority of them (66.7%) replied they have no digital library facility.

8 RECOMMENDATIONS

The following recommendations are made to improve the services and facilities of management college libraries.

The majority of librarians (85.2%) are not getting either the UGC Scales of pay or State Government Pay scale, instead getting only consolidated pay. Hence, the AICTE should take necessary steps for providing UGC / State Government Pay scale to librarians working in management college libraries so that they can serve the users with more devotion.

The study shows that the majority of management college libraries (66.7%) are not working on holidays. Hence, the authorities of management colleges should take necessary steps to open the library on holidays, if it is feasible after assessing the demand from the users. A few management college libraries (7.4%) are following closed access system. Hence, it will be better if these libraries follow open access system to maximum the use of their collection.

As per AICTE guide lines, the central library for an admission of 100 students per year will have a carpet area of 100 sq. mts. But 7.4% of libraries do not have carpet area of 100 sq. mts., as per AICTE norm. The study also revealed that 77.8% of libraries do not have independent buildings. Hence, it is suggested that the library authorities concerned should take necessary steps to provide a minimum carpet area of 100 sq. mts. and also to construct independent buildings for their libraries if feasible.

Nearly half of the management college libraries (48.1%) did not classify books. The authorities concerned of these libraries should take necessary steps to classify books according to DDC as the majority of management college libraries

have been already using DDC. For providing subject headings, all management college libraries can use Library of Congress Subject Headings (LCSH), or Sears List of Subject Headings.

The majority of management college libraries do not offer interlibrary loan service (85.2%), document reservation facility (70.4%), bibliographical service (81.5%), CAS/SDI service (55.6%), abstracting and indexing service (81.5%), and referral service (85.2%). A few of the management college libraries do not offer newspaper clipping service (11.1%). The libraries, which are not offering the above services, should introduce these services after ascertaining their feasibility.

One-third of the librarians (33.3%) informed that their libraries are not conducting user education programmes. Hence, it is suggested that these libraries should provide user education programmes to the users regarding the use of the library. The majority of libraries do not have binding equipment (70.4%), book trolleys (81.5%), vacuum cleaners (55.6%), catalogue cabinets (88.9%), and microform readers cum printers (63%). Hence, the authorities of these management colleges should make necessary provision for adequate equipment in their libraries concerned. A considerable percentage of libraries (37%) are not carrying out stock verification annually. Hence, the researcher feels that the stock verification of documents must be performed regularly in all the libraries annually.

The study shows that 40.7% of management college libraries have not been automated. Hence, it is suggested that steps should be taken to automate these libraries by the authorities concerned. A few libraries (29.6%) do not have Internet facility. Majority of the librarians (66.7%) replied that they have no digital library facility. Hence, the authorities of these management college libraries should take necessary measures to provide Internet facility and digital library facility.

9 CONCLUSION

Hence, the Government of India, State Government and AICTE should raise the quality of education in management by taking appropriate measures to improve the facilities and services in management college libraries.

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