

# THE LIBRARY OF NEW BULGARIAN UNIVERSITY

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## FOUNDATION AND BACKGROUND

The Library of New Bulgarian University (NBU) was founded in 1995. It is based on: NBU Graduate Faculty's Library (since 1993), Library of Law Department of NBU (since 1994) and book collection of Academy of Social Sciences (existed till 1989).

After completing reconstruction and interior design, the Library is now situated on three levels of 2 000-sq./m totals. The Library Complex consists of following premises, that serviced Library's and all University's activities. *Library premises:*

' Rooms for Library staff: Acquisition Department, Cataloguing Department, Computer and Automation Department, Director's office.

- Library collections and user zone: Reading Hall I - 15 places, Reading Hall III "Foreign Languages" - 24 places, Audio-visual studio, IMF Zone - 4 workstations, Computer Center - 30 places, Book Collection - free access, Collection of diploma papers - free access, Periodicals (Reading Hall II) - free access - 20 places (2 workstations), Circulation and Reference Desks (4 workstations), Cataloguing area (5 workstations), Holding collections - books and periodicals and Copy Center "Toshiba". *Premises for servicing the University:*

' Copy Center "Toshiba". ' Exhibition area

- Recreation zone
- Seminar Hall - 45 places
- Photo Laboratory

## STRUCTURE OF ORGANIZATION

In accordance to "NBU Structure and Activities Code", "Status and Rules for Use of the NBU Library" and "Plan for Development of the Library 2000-2005" the Library has completed the following organizational structure:

- ' Library Council - supreme governance body, responsible for strategic planing, controlling and analyzing of the Library performance;
- Director - executes the functional library management;

- Acquisition Department compiles literature in different scientific fields of NBU educational structure. The acquisition of library's collections is based on University Departments' orders; students' request denial, on library staff decisions and contributions. The Library Council is the final authority body to approve the orders. The Department also undergoes interlibrary loans in a way of choosing their orders. Its traditions in promotion are remarkable, as well as Department's long-standing coordination with different publishing houses. The department consists of a Head and 1 full-time librarians;

- Cataloguing Department is responsible for the creation and preservation of Library collections. Its catalogues are based on the bibliographic registration of library documents. The department maintenance the Library web-based catalogue trough Q- Series software. A Head of the department and 3 full-time librarians manage it.

- Archival Department is responsible for administering the library archival collections. The department consist of 1 full-time librarian.

- Service Department looks after the users' registration and service maintenance of the Library in admittance to certain rules. It supplies National and International interlibrary loans. The department is managed by a Head and includes 5 full-time librarians.

- The Computer and Automation Department is responsible for library staff and users technical and computer support and administrates the library system Q-series. It also supports the Web page of the Library. A Computer Center is devised (free access to Internet, e-mail, MS Office kit, etc.) for satisfying of the users needs for modern software and communications support. The department is managed by a Head, and includes full-time system administrator, 1 full-time system librarian specialist and 3 technical assistants.

- Copy Center "Toshiba" is well equipped to meet the needs of photocopying and binding of the Library and the University. Three paraprofessionals service internal and off-campus users.

The working time of the Library is strictly substituted to the proceeding of the academic year.

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	Terms	Sessions	Vacations
Monday - Friday	9.00 - 19.30	8.00 - 20.00	9.00 - 17.30
Saturday - Sunday	10.00 - 16.00	9.00 - 17.30	rest

## ACQUISITION

Acquisition of Library Collections adequately reflects the main subjects of the academic profiles of the University with stress upon humanities, communications and arts. The means for enlarging of library collections are:

- Purchase - The purchase is based on various consultations with University Departments, Faculties and faculty staff as well as the opinion of Library staff.
- Promotion - The Library advertises scientific publishing houses on the pages of the University Dairy and Annual University Catalogue. The Library

receives in response complimentary copy of the publishers' productions.

- Contributions - Most of the contributions are private initiatives - contributors, nonprofit organizations, foundations and other institutions.

- Projects - The Library is always taking part with self-research in different projects, corresponding to the development of the Library collections.

The Library holds a great serials subscription in Bulgarian, Russian, English and other languages.

The growth of Library collections during the period 1994-2000 is as follows:

Year	1994	1995	1996	1997	1998	1999	2000
Volumes	1430	782	2565	2910	4497	6216	8115

At present time the Library is developing its multimedia collections.

## LIBRARY COLLECTIONS

Library collections, follow the NBU academic profile and correspond to the next areas:

- Humanity
- Administration and Law
- Business and Management
- Communication
- Arts

The Library holdings are classified in several collections:

- Book collection - the main collection

### 1999

Free access area - 27 000 volumes (reference - 1200 volumes)

Holding collection (Scientific & Fiction) - 29 300 volumes (passive)

Holding collection (Political literature) - 30 000 volumes (passive)

### 2000

Free access area - 36 000 volumes (reference - 1200 volumes)

Holding collection (Scientific & Fiction) - 16 000 volumes (passive)

Holding collection (Political literature) - 29 300 volumes (passive) **2000**

- Audio-visual and CD-ROM collection - 402 (active )

- Student Thesis - 1900 ( active ) Periodical's

Subscription 2000 Newspapers (Dailies and Weeklies)

- 28 Newsletters - 15

Journals (Bulgarian) - 85

Journals (Other Languages) - 151

Periodical's Subscription 2001

Newspapers (Dailies and Weeklies) - 29

Newsletters - 59

Journals (Bulgarian) - 78

Journals (Other Languages) - 173

The Literature in the Library open access collections is mainly in Bulgarian, Russian, English. French, and German. Some other languages are presented too.

## THE USE OF THE UNIVERSITY LIBRARY

The use of the University Library is based on "tatus and Rules for Use of the NBU Library".

• Registered users - students, by years:

	1994	1995	1996	1997	1998	1999	2000	2001
Students	117	392	640	1155	2050	3082	4046	4920
Other	31	17	59	72	138	184	179	566

• Library Division by years:

Year	Circulation Visits	Reading Area Visits	Computer Center Visits	Total
1994	192	46	-	238
1995	836	230	-	1066
1996	1647	24	-	1671
1997	3982	318	-	4300
1998	7318	5016	-	12334
1999	8265	6713	9574	24552
2000	11766	12240	17336	41342
2001	13904	14082	23638	51624
Total:	47910	38669	50548	137127

• Contacts to other libraries on behalf of Internal and International Interlibrary Loan, 1999.

№	Library	Books	Photocopies of Articles
1	The National Library "St., St. Cyril and Methodious"	5	0
2	BLDSC	10	7
Total:		15	7

**2000**

№	Library -	Books	Photocopies of Articles
1	The National Library "St., St. Cyril and Methodious"	0	41
2	BLDSC	21	87
Total:		21	128

**2001**

№	Library	Books	Photocopies of Articles
1	The National Library "St., St. Cyril and Methodious"	12	0
2	Sofia University Library	2	0

3	Library of the American University, Blagoevgrad	3	0
4	City Public Library of Sofia	2	0
2	BLDSC	20	96
Total:		39	96

• Library Services:

- Loan services
- Book requesting
- Books used in the Reading area
- Renewing of books
- Interlibrary loan

• Information Services:

- Written subject reference list
- Fact references
- Selective dissemination of information
- Current contents alerting

COMPUTER AND TECHNICAL SUPPLY

• Workstations: Acquisition Department - 2 Cataloguing Department - 4 Archival Department - 1 Service Department - 6 Computer and Technical Supply - 3 Director - 1  
Six laser black & white printers, 2 color printer and 2 scanners are at help to the Library staff and users.

- Workstations for users - 30 places, which provide access to Internet, e-mail and 9 places to provide Microsoft Office pack.
- Network server

THE LIBRARY AS A CULTURAL AND INFORMATION CENTER

The Library as a cultural and information center is operating with different cultural and information initiatives :

- Exhibitions
- Promotions
- Advertising
- Reviews
- Others

INTERNATIONAL ACTIVITIES

The Library of NBU is a member of Union of Librarians and Information Officers, LIBER and an

associate member of the UNAL Library Net of UNESCO. It accomplishes a great International activity in the field of Library staff qualification, interlibrary cooperation and coordination, interlibrary circulation of information and others. The library of NBU has succeeded joint projects with the Open Society Foundation, The Regional Library Program, the Open Society Institute, Budapest, Program HESP, TEMPUS-PHARE, Know How Fund, etc.

COPY CENTER TOSHIBA

Copy Center "Toshiba" is a special functional structure for photocopying self-service in the University and for off-campus users.

SWOT ANALYSIS

1. Strong points:

Good Organizational Structure Strategic Plan for the library development Financial Stability  
Willingness for specialization and professional qualification  
Library WEB site - first step for collaboration  
Publishing of university electronic journals NBU  
Library electronic journal "Bibliosphere" Library automation - Q Series system Good awareness on the new information resources usage

2. Weaknesses:

Contemporary and continuous development of management knowledge and skills for all heads of library departments  
Non-satisfactory level of the technical equipment No library distance learning resources (NBU has enrolled 2000 distance learning students) Still needed collaboration improvement between university libraries

3. Future trends:

Library Staff:

- complimentary education in different subject areas
- improving foreign language skills.

- continuous developing and implementing of modern library services

*Users:*

- high student pressure for modern library services (NBU offers paid education)
- high lecturer's requirements (as a very new initiative NBU has dynamic professors with a modern kind of thinking)
- the NBU library is opened for outside users with their special information needs

*University*

- full support of all library activities and commitment of library development
- special requirements for innovative teaching methods and techniques

*Library:*

- first steps of modern library activity organization

- have been already done - for example - open access to the collections, international interlibrary loan and etc.

- good computer and necessary equipment
- readiness for information resource sharing on national and international level
- readiness for participation in the process of knowledge exchange

4. Treats:

Continuing economic crisis in the country The model of educational reform extended the role of the government in the area including in the librarianship

Lack of sponsors and contributors Low level of librarianship in Bulgaria Absence of practical managerial skills.