'Best Practices in Laxmibai Sitaram Halbe College Library'

By: Mr. Ramkisan A. More[1]

Abstract:

The role of library and information centers has become most important in today's era. Library is a heart of any institution. Academic libraries are changing themselves to cope with the technologies. In this paper author has discussed on best practices adopted by Laxmibai Sitaram Halbe College Library.

Keywords: Best Practice, Modern Technology, Academic Library, ICT

1. Introduction:

It has rightly said that library is a store house of knowledge. The basic function of any library and information centre is to acquire, to process and to disseminate the knowledge. ICT has changed the role of library and information centers. Laxmibai Sitaram Halbe College of Arts, Commerce and Science is first which is established in the year 2001 at Dodamarg, Dist. Sindhudurg. College library has adopted few best practices keeping users at the centre point. The main objective of this paper is to explore the best practices adopted by college library among the students and staff.

2. Meaning of Best Practices:

According to NAAC best practices may be innovative and be a philosophy, policy, program, process or practice that solve a problem or create new opportunities and positively impact on organizations. In general, the use of ICT and innovative ideas lead to evolve best practices in library and information centers. Online Dictionary of Library and Information Science has defined best practice as follow, "In the application of theory to real – life situations, any procedure which when properly applied, consistently yields superior results, and is therefore used as a reference point in evaluating the effectiveness of alternative methods of accomplishing

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[1] Mr. Ramkisan A. More is working as Librarian in Navnirman Shikshan Sanstha's, Laxmibai Sitaram Halbe College of Arts, Commerce and Science, Dodamarg, Dist. Sindhudurg, Email id: ramkisanmore@yahoo.com, Cell No.: +919637976146.

the same task". A working method or set of working methods that is officially accepted as being the best to use in a particular business or industry, usually described formally and in details.

3. Best Practices Suggested by NAAC:

Following are the best practices developed by NAAC for college library
- ➤ Computerization of library with standard software
- ➤ Inclusion of sufficient information of library in the college prospects
- ➤ Compiling student/teacher attendance statistics and locating it on the notice board
- ➤ Displaying newspaper clipping on the notice board periodically
- ➤ Career/Employment Information/Services
- ➤ Internet facilities to different user groups
- ➤ Information Literacy Programs
- ➤ Suggestion box and timely response
- ➤ Displaying new arrivals and circulating a list of those to academic departments
- ➤ Conducting book exhibitions on different occasions
- ➤ Organizing book talks
- ➤ Instituting Annual Best User award for students
- ➤ Organizing competitions annually
- ➤ Conducting surveys periodically.

4. Best Practices in Laxmibai Sitaram Halbe College Library:

LSH College Library is established in the year 2001. Library plays a vital role in the development of institution. The main aim of library is to support college courses with library material and instructional aids that supplement and expand the curriculum. Library organizes orientation talk to help students to know about library. Library has good number of books, e books and journals. Library has automated with e-Granthalay software. Library also provides web OPAC facility to its users.

LSH College library has introduced few best practices as following:

4.1 Development of Personal Relation with its Users:

In modern era librarians need to change their traditional factor which results into creating the library. Public relations are an important factor which results into creating the feeling of togetherness in the society. LSH College library started personal interactions with the students. The staff gets motivated and started loving

their profession which resulted into positive personal interaction with the library users.

4.2 *Induction Programme:*

To create awareness about library services and sources available, every year induction program is organized for newly admitted students of the college. Through orientation talk students are encouraged for maximum utilization of sources and services of the library.

4.3 *Library Software and its Use:*

Library is automated by using e-Granthalay 3.0 software. Each student has provided member ID for the issue and return of books. Circulation is done through computer system. Web OPAC facility for books and other reading material is available for the students and staff. Separate computers for browsing are made available in the library. For printing printer is available in the library.

4.4 *Maintenance of college library campus:*

Cleaning camps are organized by NSS unit of college. Library staff actively participates in the camp. Dusting has done on regular basis by library staff.

4.5 *Book Talk:*

To inculcate reading habit among students book talk is organized every year. Book Talk provides students with an opportunity to discuss literature.

4.6 *Book Exhibition:*

LSH college library organize book exhibition in the college premises on various occasion. These help users to know the availability of various resources in the library.

4.7 *Displaying New Arrivals:*

As soon as the books are arrived in the library staff display the jacket of books on the notice board, so the students and staff may come to know the new arrivals in the library.

4.8 *Content Delivery through what's app:*

Practice of Sending content of journals has adopted in the library. As the journals arrive in the library content page is scanned and has send through what's app to the teachers.

4.9 *Book Bank Facility:*

LSH college library has a Book Bank Scheme for needy, deserving a backward Classes student which is run by Department of Students' welfare, University of Mumbai, Mumbai. Regularly library receives grants from University of Mumbai. The books are purchased according to rules and regulations and distributed to the backward classes students.

4.10 *Resource Sharing:*

For sharing of resource MoU has signed with Muktwar Granthalay, Kalne. Students can access the books of this Library

4.11 *Web OPAC Facility:*

The LSH college library is automated with e-Granthalay software developed by NIC, Delhi. Web OPAC facility is made available for students and teachers.

5. *General Best Practices:*

Following are the best practices adopted by LSH College library:

➢ Library Advisory Committee meet Regularly twice in a year
➢ News paper clipping services
➢ Inclusion of sufficient information about library in the prospect
➢ Backward Classes Book Bank Facility
➢ Shri Siddhivinayak Book Bank Facility
➢ Introduced V.C. Book Bank for teachers (Build Your Own Library)
➢ Made old question papers available to the students
➢ Receive users feedback
➢ Best Reader Award
➢ Celebration of Dr. S.R. Ranganathan birth anniversary

6. Conclusion:

The above mentioned points present the currents status of LSH college library. Users are getting benefits of the available facilities. For providing better library services to the users library staff should understand the needs of users.

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