

Best and ICT based Practices in Phulsing Naik Mahavidyalaya, Library, Pusad

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ABSTRACT

The Present research paper discusses on the best and ICT Practices conducted in Phulsing Naik Mahavidyalaya, Pusad (P. N. College) respectively. This college conducted the following best and ICT Practices as per the NAAC indications. Some Special Best and ICT based practices followed by the College libraries successfully, effectively and efficiently in the libraries as well as its impact on library use.

Key Word – College Library, Best and ICT Practices, Special Services, NAAC

I. INTRODUCTION

Library and Information Services of Higher Education Institutions plays a vital role in enhancing the quality of academic and research environment. Library is the fulcrum of support for the entire range of academic activities on an educational campus. In Today's high-tech learning environment, the library as a learning resource is taking up increasingly more academic space and time in the life of a learner. This paper discusses on the Best and ICT based Best practices in the **Phulsing Naik Mahavidyalaya, Pusad (P. N. College)**. Library and Information services are always helpful to increasing quality in higher education. NAAC is always trying to maintain the quality of colleges and universities. Library is the heart of every college and Institution, so wherever NAAC is evaluating the colleges and universities mainly focus on the library and information services but the library is the heart of the every colleges and universities because while re-evaluation of college NAAC pointed out of college development. NAAC specially mention some best practices in re-evaluation of colleges. It will help to bring library forwards. State Government of Maharashtra became the first state Government in the country to establish 'Quality Assurance Cell' in the Higher Education Ministry to promote and push the concept of assessment and accreditation in colleges and universities. This college established only for the rural area students. This college submitted the SSR to NAAC Office, Bangalore for getting NAAC re-accreditation.

II. PHULSING NAIK MAHAVIDYALAYA, PUSAD (P. N. COLLEGE)

Janta Shikshan Prasarak Mandal, Pusad has been established the **Phulsing Naik Mahavidyalaya, Pusad** in the year 1961 at Pusad Taluka Pusad Dist Yavatmal. This area is famous for Cotton production in Maharashtra. The

library is functioning from the establishment of college and rendering the efficient and effective services which are the well known college in Maharashtra. In the Year of 2012 the NAAC Peer team was visited and awarded the **B level 2.66** gradation. The college running the further courses i.e. B.A., B.Com, (Marathi & English) B.Sc., B.C.A, B.B.A., and B.Sc. Seed-technology and Post Graduate courses are i.e. M.A. (Marathi, English,). M.Com M.Sc. (Chemistry, Computer Science) This College affiliated to Sant Gadge Baba Amravati, University Amaravati.

III. DEPARTMENT OF LEARNING RESOURCE CENTER

The P. N. College situated in the Independent Special library building. Library holds the more than 70,794 Books on different subjects. The subject's focus the four languages i.e. English, Marathi, Hindi, Sanskrit and Urdu all social science subjects and science subjects' books are also available in the library. The college library holds excellent collection on reference books. Presently, the library is functioning fully computerized and automated with Web OPAC. It has standard library software named as **Library Management** with online OPAC system. As the first step for introduction of bar coded in circulation control system it is necessary that the holding the accession number and member identification are converted in to barcodes. Total 70 journal/periodicals are available in the library. 250 CD collections on various subjects and 6,00 Bound Back Volumes of periodicals and journals from 1961 up to 2008.

IV. AIMS OF THE STUDY

1. To identify the best practices maintained by NAAC
2. To study the best practices followed by the Phulsing Naik Mahavidyalya, Pusad.
3. To find out special best practices of the college library.

V. LIMITATION OF THE STUDY

This study is limited only Phulsing Naik Mahavidyalya, Pusad.

VI. NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)

The National Assessment and Accreditation Council (NAAC) is an autonomous body established by the University Grants Commission (UGC) of India to assess and accredit institutions of higher education in the country. It is an outcome of the recommendations of the National Policy in Education (1986) that laid special emphasis on upholding the quality of higher education in India. The system of higher education in India has expanded rapidly during the last fifty years. There have been criticisms that the country has permitted the mushrooming of institutions of higher education with substandard facilities and consequent dilution of standards. To address the issues of deterioration in quality, the National Policy on Education (1986) and the Plan of Action (POA-1992) that spelt out the strategic plans for the policies, advocated the establishment of an independent national accreditation body. Consequently, the NAAC was established in 1994 with its headquarters at Bangalore.

Vision and Mission

NAAC states that: The activities and plans of the NAAC are guided by its vision and mission that focus on making quality assurance an integral part of the functioning of higher education institutions. The vision of the NAAC is to make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives. The mission statement of the NAAC defines the following key tasks:

VII. QUALITY INDICATORS IN LIBRARY AND INFORMATION SERVICES FOR COLLEGE LIBRARIES

NAAC has developed a set of objective indicators to facilitate assessment of library and Information services in academic institutions. The guidelines are derived from an understanding of global developments, the national environment, and the outcome of a recent national-level workshop held at the NAAC, in which college and university librarians and library scholars from across the country had participated. College libraries need facilities that promote effective and interactive access and use of information resources for all users. In the area of physical facilities, libraries need safe, comfortable, well lighted, clean space, with adequate and appropriate seating, to ensure effective use of the library's resources. College libraries must consider study space needs, with special attention to reserve collections and the hostel environment of the institution. The libraries need well-framed rules and guidelines with regard to hours of access, circulation policies, and other regulations, to offer better services to users. Affiliated college libraries have the primary mission of meeting the library and information needs of undergraduate students. The guidelines below identify the principal factors influencing the development and maintenance of college library services and collections.

1. Management of library and information services.

According to the guidelines of NAAC, the core objective of the library in the degree colleges is to support the academic programmes offered. The library may design a system to delivery products and certain minimum infrastructure, such as book stacks, reading halls, circulation counter, and so on.

2. Collection and services provided to users.

The library is required to provide varied, authoritative, and up-to-date resources that supports its mission and fulfill the needs of its users. Resources may be provided in a variety of formats. A college library must have the quantity of resources prescribed by the UGC and other governing bodies. The library has a key role in supporting the academic activities of institutions. Assessment of college libraries must be carried out regularly to sustain and enhance their quality.

VIII. BEST PRACTICES MAINTAINED BY NAAC

Listed below are some of NAAC best practices for enhancing the academic information environment and usability.

8.1 Management and administration of Library -

1. In Service Programme
2. Observation of other library Practices
3. Staff Promotion policy

4. Maintenance of service areas
5. Special deposit scheme
6. Resource generation
7. Student Internship programme
8. Resources generation through internet services
9. Student Participation Programme
10. Earn While Learn Programme.

8.2 Collection and Services -

11. Compact Storage and less used collection
12. Collection development in different formats
13. Library book exhibition
14. Extended library opening hours
15. Extended hours of services
16. Collection enhancement in hybrid library

8.3 Use of Information Technology

28. Online Information Retrieval
29. Free browsing unit
30. Broadband internet centre.
36. Access to digital repository through website
37. Digital Repositories
38. CD mirror server facility
39. CD net server facility,
40. Using self development integrated library software automation of in house services.
41. Information Retrieval through Web OPAC.
42. LAN Facility 43. Database creation using international standard formats

IX. BEST AND ICT BASED PRACTICES FOLLOWED BY PHULSING NAIK MAHAVIDYALAYA, PUSAD

9.1 Library Users

The **Phulsing Naik Mahavidyalaya, Pusad** holds **114** teaching and non teaching staff as the users, **3200** students of all disciplines. The Vasant Sudha Study Circular (MPSC Centre) students are the regular users of the library and the other mother society members, society members, ex-students are the regular users of the library.

9.2. Library Staff

The **Phulsing Naik Mahavidyalaya, Pusad** library holds Librarian-1, Assistant Librarian-1, and Library Attendant-5 and one Peon. The Whole staff is appointed as per the S. G. B. A. Uni., Amravati and Government of Maharashtra rules and regulations.

9.3 Tools for Acquisition

The Phulsing Naik Mahavidyalaya, Pusad library are using the bibliography, expert's opinion, head of department opinion and purchase committee remarks, students' recommendations, syllabus of the courses.

Book shops and exhibitions are the primary sources of acquisition. Library department heads and Faculty members use those cited sources and recommend selection.

9.4 Library Opening and Closing Hours

The Phulsing Naik Mahavidyalaya, Pusad library opens from Monday to Saturday in the morning session at 7.30 a.m. to 2.30 p.m. and in the evening session at 10.15a.m. to 5.45 p.m. every day. The Reading Room is kept open to all students for whole day and college Library will be closed on the Government holidays only.

9.5. Book Selection Policy

In the college the selection body for library books is the department head and faculty members. Sometimes management of the college does book selection for libraries, while the library committee also occasionally selects books.

9.6. Access Services

In the college library always keeps the open access for the P. G. students and teachers. The society members are also taking the books to their personal use. The Library also provides the access to management members, M.Phil., NET, SET and Ph.D. students who are coming from the society.

9.7. Library Lending Services

The Phulsing Naik Mahavidyalaya, Pusad library issues the two books through computers system at one time to one student and kept for 8 days returning time and for one faculty member 50 books are issued to one faculty for one month.

X. ORGANIZATION OF THE COLLECTION

10.1 Classification

In the Phulsing Naik College, Library the librarian has used the 22th Edition of Dewey Decimal Classification System for classifying the documents and 100 percent documents are classified as per DDC 22th edition scheme and all library collection arranged according to the DDC scheme by all subjects in the library.

10.2 Documents Cataloguing

Phulsing Naik College Library is maintained computer cataloguing

10.3 Stock Verification

Phulsing Naik college libraries is conducting the stock verification in every two year as per the accession numbers and keeping the record and recovering the missing documents and preparing the annual stock verification report and also recovering the missing documents as per rules of the Maharashtra state government. College library are maintaining the withdrawal register to withdraw the lost and damaged documents and books.

10.4 Services ---

Phulsing Naik College Library College is providing the following services to the learners

1. Book Bank facility to poor students
2. Library facilities to Competitive Exam (MPSC, UPSC) and Ex-students on deposit basis.
3. Inter library loan facility.
4. Ready reference services to any citizens.
5. New arrivals display and issue to learners.
6. Employment news and job orientation information to learners.
7. News paper clipping information services.

8. Examination Question-papers and Course Syllabus Providing Services.
9. Educational guidance services
10. Environmental Information services to learners.
11. Information on books published by faculty
12. Information on actual job services.
13. User Orientation Programme

XI. MANAGEMENT COOPERATION

The Phulsing Naik college Librarian found that the management is cooperative and encouraging them to improve the qualification and quality services in the library.

XII.SERVICES TO ENHANCE QUALITY

The college library is providing the services as SDI, CAS, educational help, no dues, Photocopying, Computerized circulation, Services on job oriented information i.e. MPSC, UPSC, banking, Career Oriented Courses etc. To improve the quality of the services, college library are giving priority to computerized services.

XIII. QUALITY ASSESSMENT PRIORITIES

The college library gave preference to conduct the Seminars and Workshops for quality assessment techniques under lead college scheme. The librarian and library attendant are attending the National and International Conferences, Seminars, Workshops for their quality development and doing the refresher and orientation courses of library and information science.

XIV. FINANCIAL MANAGEMENT

1. Sources of Library Funds

The Phulsing Naik College Library College Librarian specified "University Grants Commission" as the main source of their budget since both colleges have been recognized as "2 (F) and 12 (B) of UGC Act 1956. Second source of library funds are the fees collected from the students as per rules laid down by S. G. B. A., University, Amravati. Third source is Management; it gives the funds for the development of library.

XV.COMPUTERIZATION

15.1 Automation

Automation is a very important element in service quality. The Phulsing Naik College Library has used the standard library software which is named as **Library Management** . With the help of this software the library completed the computerization. Now, this library working with fully automated library operations.

15.2 UGC NRC Centre

The college library has received the UGC Grants under the UGC-NRC Scheme and developed the UGC Network Resource Centre in their library and developed the Internet Network Laboratory for the faculties and students.

15.3. Broadband Internet Connectivity

The college library have taken the connection of broadband internet connectivity to supply the services to the faculty members and students. The College has Subscribed the annual fee of Rs.11,000/- for Internet connectivity advance charges to BSNL office, Pusad.

15.4 N-List Membership to college library

The college libraries have subscribed the N-List membership to INFLIBNET Ahemdabad for their college users and fees paid Rs.5000/- as the annual fee. The Inflibnet has given the IP Addresses to the college.

15.5. Online Services to learners

The college library is providing the online information services to the learners of their institution.

15.6 Special Best Practices in both college libraries

The Phulsing Naik College conducting the Vasant Sudha Study centre (M.P.S.C.) for the college and other students. It provides special library services to all students. The colleges Librarian's are trying to earn the maximum funds from the UGC on various library aspects.

XVI. CONCLUSION

In accordance with NAAC standards, libraries should establish, promote, maintain, and evaluate a range of quality services that support the colleges, mission and goals. Despite warnings of the UGC and directions to all the colleges, the college has undergone NAAC evaluation and colleges have awarded B level respectively. Presently, the college is preparing for NAAC Re-Accreditation. Phulsing Naik College, Library is following the so many best Practices in their library about management and services to their libraries. These types of best and ICT based practices are very useful in this modern information era to maintain carrier guidance for user than circulation of books and documents.

The Phulsing Naik College library are providing special guidance for completing course and selecting carrier of employment and it is an important educational task. All these above best and ICT based best practices helps library to create special image among students, teachers, lecturers, researchers as well as in the society. With the help of these quality based services the college library creates the good citizens for the nation.

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