

# **Study of Best Practices in the Accredited Academic Libraries of Sant Gadge Baba Amravati University Region**

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## ***Abstract***

*The accreditation process changes the libraries status in colleges; accreditation council gives weightage to libraries so every college gives maximum weightage to libraries. The advantages are library get space, funds & IT infrastructure to provide services. Users are attracted towards libraries for that the accreditation council also suggested some best practices which increases the use of library. Users attracted toward libraries.*

**Keywords:** Academic Libraries, Academic Libraries-Accreditation, Sant Gadge Baba Amravati University

## **1. Introduction**

Though it is institutional accreditation that the NAAC does, the assessment of a library, a vital sub unit is a key step that integrates itself with the overall evaluation library is fulcrum of support for the entire range of academic activities on 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. In times ahead, this will be even more so. All this plays up the need for scientific evaluation of library so that its role as the center piece of academic development is protected and enhanced.

## **2. Objectives of the Study**

Present study will be carried with the following objectives;

- 1 To find the position of accreditation in colleges in S.G.B. Amravati University, Amravati.
- 2 District wise position of accreditation in S.G.B. Amravati University , Amravati
- 3 To review the Library Services followed in accredited colleges
- 4 To find out impact of NAAC on college library development.
- 5 To identify the best practices in academic libraries

## **3. Methodology**

The study used questionnaire based survey method. The questionnaire were distributed to accredited colleges in SGB Amravati University, Amravati and also the data collected through peer team reports (PTRs). And the analysis of 90 colleges assessed and accredited up to 31 marches 2008 are taken into consideration.

In the analysis researcher mention the analysis as per the gradation, the detail analysis as per the colleges is not mentioned.

#### 4. SGB Amravati University

Amravati University established on 1<sup>st</sup> may 1983 on the auspicious Maharashtra & Labour Day. This University geographically covers the western Vidharbha belt (i.e. five districts Amravati, Akola, Yavatmal, Buldhana & Washim of Maharashtra State) The University in its small span of twenty five years has contributed in many ways for economic, social by offering upliftment of the society by offering quality education. The motto of this university is "Education for salvation of soul".

The university is recognized under 12(B) of UGC Act & the university is also associate member of association of commonwealth universities, London (U.K.). The university has facilities to which include Arts, Commerce, Science, Medicine, Ayurved, Education, Social Science, Law, Home Science, Engineering & technology. The University has facilities to offer P.G. & advance education in computer, Biotechnology, Business Management, Law & degree course in chemical technology. University values research as evidence that that teaching programmes are underpinned by a solid base of latest knowledge & advanced techniques.

There are 314 colleges affiliated to universities in five districts of western Vidarbha. The analysis presented in this report is based on the data collected through questionnaire & peer team reports (PTRs) and the analysis of 90 colleges assessed and accredited up to 31 march 2008.

The table 1 shows the number of colleges in five districts of western Vidarbha, affiliated to S.G.B. Amravati University.

**Table 1: District wise Number of Colleges in SGB Amravati University**

Sr No	District	Number of Colleges
1	Amravati	107
2	Akola	49
3	Buldhana	64
4	Yeotmal	73
5	Washim	21
	<b>Total</b>	<b>314</b>

Out of 314 colleges of S.G.B. Amravati University only 90 colleges are accredited, the table 2, gives detail information about the accreditation status district wise comparing number of colleges available in districts. From all five district 34.57 % colleges accredited from Amravati district and other four districts the percentage of Accredited College is 25 %. In all 27 % colleges accredited from S.G. B. Amravati University.

**Table 2: District wise Number of Colleges & Accreditation Position of Colleges**

Sr No	District	Number of Colleges	Accredited Colleges
1	Amravati	107	37
2	Akola	49	13
3	Buldhana	64	18
4	Yeotmal	73	17
5	Washim	21	5
	Total	314	90

**Table 3: District wise Number of Accredited Colleges**

Sr No.	District	Accredited Colleges
1	Amravati	37
2	Akola	13
3	Buldhana	18
4	Yeotmal	17
5	Washim	5
	Total	90

From Table 4, it is evident that out of the 90 institutions, only 1 institution has been accredited under the star system and 89 institutions under the present 9-point scale system. 3 colleges have secured the A grade with an average score of 86.20, only 4% of the total number of institutions Accredited. The number of institutions graded as B+ is the highest (22), followed by institutions graded B (20). & B++ graded (4) the total number of institutions in the range of average scores of 70 to 80, including the 4-star, is 47, which is almost 51.11% of the total number of institutions Accredited. Also, the total number of institutions securing C, C+ and C++ grades is 40. Thus, almost 44% of the institutions are in the lower range of scores of 55 to 70.

From the above observations it can be interpreted that the distribution of accredited institutions in S.G.B. Amravati University, Amravati according to the scores and grades obtained is a normal distribution.

**Table 4: District wise Gradation of Colleges in SGB Amravati University Amravati**

District	A	B++	B+	B	C++	C+	C	Four Star
Amravati	2	2	5	7	6	8	6	1
Akola	--	--	6	1	3	2	1	-
Buldhana	--	1	5	6	3	3	--	-
Yeotmal	--	1	5	5	5	1	--	-
Washim	1	--	1	1	--	2	--	-
Total	3	4	22	20	17	16	7	1

Graduation of Colleges in SGB University

Total	A	B++	B+	B	C++	C+	C	Four star
90	3	4	22	20	17	16	7	1

## 5. Libraries

The seven criteria evolved by the NAAC for measuring the quality of higher educational institutions offer a good framework for the multi-dimensional growth of colleges. While deciding the weight ages for different types of institutions, due care has been taken for all types of institutions, the criterion Teaching-Learning and Evaluation gets the maximum weight age. The following table gives the criterion-wise weight ages.

**Table 5: NAAC's Criteria for Assessment and Weight ages**

Criterion	University	Affiliated Colleges
Curricular Aspects	15	10
Teaching-Learning and Evaluation	25	40
Research, Consultancy and Extension	15	5
Infrastructure and Learning Resources	15	15
Student Support and Progression	10	10
Organization and Management	10	10
Healthy Practices	10	10

In the Accreditation Process Criteria Infrastructure and Learning Resources include Library a vital sub unit of College. NAAC has developed a set of objectives indicators to facilitate assessment of the library & information services of academic institution. The guidelines are derived from an understanding of the global development in the activities & services of libraries.

As per the guidelines it can be divided in three part i.e.

- 1 Management of Library and Information Services
- 2 Collection and Services Provided to Users
- 3 Extent of the Use of Services
- 4 Use of Technology

## 6. Management of Library and Information Services

In affiliated colleges, the core objective of the library is to support the academic programs offered and the library may evolve its collection and services mainly to reflect the curriculum requirements of its users.

Besides, the library may design a system to deliver its products and services to attract more users. Ultimately the library should aim at bringing all its target users to the library and ensure its optimum usage. The parameters compiled here would facilitate the quality enhancement and sustenance of library services to a large extent. The libraries of the affiliated colleges may firm up their performance by equipping/enabling themselves to answer the following questions in the affirmative.

**Table 6: Showing Working of Library & Hours of Libraries**

<b>Working of libraries</b>	<b>Two shifts</b>	<b>One shifts</b>	<b>Libraries working on Saturday/Sunday/Holiday</b>	<b>Saturday &amp; extended hours at the time of Exam</b>	<b>Only working Day</b>
<b>No. of libraries</b>	10	80	02	10	78

**Table 7: Showing Building & Premises of Libraries**

	<b>Separate Building</b>	<b>In campus</b>
<b>No. of Libraries</b>	47	43

**Table 8: Showing Seating Capacity of Reading Room**

	<b>More than 150</b>	<b>100 to 150</b>	<b>50 to 100</b>	<b>0 to 50</b>	<b>No Reading Room</b>
<b>No of Libraries</b>	02	04	10	48	26

Evaluating Management of Library and Information Services it is observed that only 4% of libraries functions on Saturday, Sunday & holidays, The percentage of Libraries extended working hours is more in number , 11% libraries are working on Saturday and some holidays & also at the time of exam extend hours of library. And 78 % libraries are working on all working days only. 11% libraries are working in Two Shifts so the students get the extended & appropriate working hours after the class Room. 88% libraries are open in one shift only. Almost all the colleges i.e. 95% have an Advisory Committee, working for the overall development of Library, and suggesting the suggestion for providing better services to users. As per the UGC Norms 91 % accredited colleges have Qualified Librarians, Only 82% Librarians Completed Refresher & Orientation Courses as per the requirement for CAS & 65 % Librarians attended Workshops/ Seminars. Concerning about Space or Premises it is observed that only 10 % libraries have premises as per norms & having all the sections, 54 % libraries have separate premises, & 26 % libraries are in the campus & fulfill minimum criteria about Premises. About Ratio of seating capacity to the users only 6 % libraries have 1:5 ratios & 11 % libraries have 1: 10 & 44% libraries have 1:30 ratio, 29 % Libraries have no separate reading Room facility. Even for staff only 40 % libraries have separate reading Room, Ratio of Staff seating arrangement is 1:5. Only 10% libraries have generator facility. For Cleanliness & Maintenance of Library few libraries have vacuum

clean & peon for cleaner purpose no separate provision is made for this purpose .At most all the Libraries have Computer facility but only 17% colleges have Separate Internet facility available. But only 12 % libraries are fully automated, and 70% libraries are partially automated & 15% libraries are not started there automation. Considering Financial & funding sources libraries are totally dependent on State /central /UGC grants only few colleges are used self financing resources for development.

### 7. Collection and Services Provided to Users

The library is required to provide varied, authoritative and up-to-date resources that support its mission and fulfill the needs of its users. Resources may be provided in a variety of formats, including print or hard copy, online, electronic text or images, and other media. A college library needs to have the quantity of resources as prescribed by government, UGC, AICTE and other governing bodies. The collection of a college library may answer the following, for maintaining the quality of the resources.

**Table 9: Showing Number of Books in Libraries**

No. of Books	0-5000	5000-20000	20000-40000	More than 40000
No of colleges	31	37	16	4
Percentage	34.44%	41.11%	20%	4.4%

**Table 10: Showing Amount spent on Books in Libraries**

Amount spent on Books in Rs.	0-20000	20000-50000	50000-100000	More than 100000
No of colleges	31	37	16	4
Percentage	34.44%	41.11%	20%	4.4%

Evaluating collection development it is observed that the college started before 40-50 years & have post graduate courses have collection more than 40,000 i.e. 4.4% of colleges. The colleges where arts , commerce & science faculties are run & started before 20-40 years & have U.G.C. grants have collection 20000-40000 i.e. 20%. & the colleges where arts, commerce or arts, science two faculties are there & are started before 10-20 years have collection 5000-20000 i.e. 37%, and the colleges started before 5-15 years & have single faculty & are in urban area have collection 0-5000 i.e. 34.44%. In all the collection is more in three faculty colleges & having self financing post graduate courses. Even the amount spent for purchasing of book is less than 20000 in 31 colleges' i.e. 34.44%, & 20000-50000 is in 37 colleges i.e. 41.11% and 50000-100000 in 16 colleges i.e.20% and only 4 colleges spent amount more than 100000 i.e. 4.44% .The science colleges have peer reviewed journals & few commerce colleges have peer reviewed journals almost 70% colleges have periodical & one or two journals. Back volumes of journals are maintained in 15% colleges only. Only seven colleges have e-information resources. The colleges where post graduate coerces run have e-Information resources such as CD's/DVD's only three colleges have e-journals. Book bank facility is run by the college

where UGC grants are received. Also the 15% colleges have special collection for competitive examinations. Two college collected rare books.

Ratio of the library books to the number of students enrolled is different as per the college 27% colleges have 10:1 ratio & 33% colleges have 5:1 ratio & 10% colleges have 20:1 ratio & 30% colleges have 4:1 ratio.

### **8. Extent of the Use of Services**

The library has a key role in supporting the academic activities of the institutions by establishing, maintaining and promoting library and information services, both quantitatively and qualitatively. The library offers a wide range of services from reference to electronic information services. College libraries may answer the following basic questions for ensuring appropriate services to the academic community. Performance evaluation of college libraries needs to be carried out at regular intervals in order to sustain and enhance their quality. Normally, the evaluation can be made on compilation of use statistics. The following parameters would help in assessing the extent of use of library and its services.

Out of 90 accredited colleges 45% colleges provide 90% basic services, 45% colleges provide essential services such as Circulation service, Bibliographic Compilation, Reference service. & 10% college provides all the services.

Only 25% of colleges have book issue return facility more than 150 books per day & 75 % colleges have 50-100 books issue return per day more than 25% colleges have reference enquiries more than 75 students per day, only 10 % libraries found that more than 200-300 students visited per day.

### **9. Use of Technology**

Now a day's ICT plays a very important role in library. Number of books, journals are available in the form of CD's, DVD; s, e-books, e-journals & online databases etc. also the libraries & there bibliographical databases available online.

Accreditation criteria need to introduce IT in libraries, and also colleges are highly involved in research activity so they need recent information, online journals, Internet facility etc, after evaluation it is found that the college libraries in rural area are introduced IT in there libraries, also the colleges of science faculty are mostly used the IT services in there libraries.

It is found that out of 90 colleges 15 college libraries are fully computerized having all the sections of library computerized and barcode technology also introduced in There libraries internet facility available in library and also subscribes e-Journals & e-books in libraries. 53 college libraries are partially computerized means the bibliographical data available in library but the other sections of library are not computerized , internet facility not available in library, 22 libraries are not started there computerization because lack of funds < hardware & software problem and least interest of managing body ,In all 17 % college libraries are fully computerized, 58 % college libraries are partially computerized and 25 % college libraries are trying to start computerization.

## 10. Best Practices

A 'Best Practice' in simple terms is known as the practice which paves the way for enhancing the existing functions & helps in effective implementation or use of the process.

Benchmarking 'Best Practice' as a means for continuous learning through sustainable innovations is familiar in the world of business management. In recent years the approach is being adopted in many fields, including higher education. A practice qualifies to a 'best practice' status if it resulted in high value impact on any aspect of educational activity in an institution. It is different from 'standard practice' in that it is value added standard practice. Again what is best practice may depend on viewer's perspective & time & context. continual review & improvement of a current practice becomes necessary to elevate it to the status of a best practice more so in the present day scenario of fast paced educational innovation. There is sometimes a hesitation on the part of some institution to share their best practice data, sharing apart from being an exercise in institutional philanthropy is one way to enhance competitive advantage as the borrower institution sources its learning to the originator. There is actually a view that the best practices are 'borrowed' practices in that they already stand authenticated in an institutional context borrowing apart, each refractive institution over the years of its existence should also strive to discourse what is the best practice for it to enhance institutional effectiveness. NAAC strives for quality and excellence in higher education and advocates for enhancing the role of library and information services in improving academic environment. Document prepared by NAAC for best practices in academic libraries says "Best Practices may be innovative and be a philosophy, policy, and strategy program, Process or practice that solves a problem or create new opportunities and positively impact on organizations." NAAC developed a set of best practices followed in academic libraries and presented under the following four broad areas:

- 1 Management of Library and Information Services
- 2 Collection and Services Provided to Users
- 3 Extent of the Use of Services
- 4 Use of Technology

Set of Best Practices are available in NAAC Website or document publish on Best Practices.

1. Computerization of library with standard digital software.
2. Inclusion of sufficient information about the library in the college prospectus.
3. Compiling student/teacher attendance statistics and locating the same on the notice board.
4. Displaying newspaper clippings on the notice board periodically.
5. Career/Employment Information/ Services.
6. Internet Facilities to different user groups.
7. Information literacy programs.

8. Suggestion box and timely response.
9. Displaying new arrivals and circulating a list of those to academic departments.
10. Conducting book exhibitions on different occasions.
11. Organizing book talks.
12. Instituting Annual Best User award for students.
13. Organizing competitions annually.
14. Conducting user surveys periodically.

While evaluating the college libraries it is found that large number of Best Practices run by college Libraries gets a grade or Five Star the Percentage of such college is about 17 %. 58 % college Libraries started 8 best practices in the list suggested by NAAC. And 25% college libraries are not providing Best Practices or they are not aware that the services provided by their library for are Best Practices.

It is observed that the colleges having multi faculty & in Urban area are provided Best Practices & fulfill their goals. The Users are very much satisfied with their Library Services even involvement of Users in Library is Increased some library participate users in their book selection Process , and also some Libraries students are members of Library Committee. Students are very much interested in career / Employment Information Services, Internet Service in Library, Book Talks, and Book Exhibitions.

#### **Effective Best Practices that Student Used and Satisfied are**

1. Computerization of library with standard digital software
2. Displaying newspaper clippings on the notice board periodically.
3. Career/Employment Information/ Services.
4. Internet Facilities to different user groups.
5. Displaying new arrivals and circulating a list of those to academic departments.
6. Conducting book exhibitions on different occasions.
7. Organizing book talks.
8. Instituting Annual Best User award for students.
9. Organizing competitions annually.

#### **The List of Colleges provide Effective Best Practices in Libraries are**

1. Shri Shiva Science College, Amravati
2. Shri Shiva Arts College, Amravati
3. Vidyabharati College, Amravati

4. Arts, Science and Commerce Mahavidyalaya, Dist. Amravati, Chikhaldara
5. Smt. Kesharbai Lahoti Mahavidyalaya, Vidyanagar, Morshi Road, Amravati
6. Matoshree Vimalabai Deshmukh Mahavidyalaya, Shivaji Nagar, Amravati
7. L.R.T. College of Commerce, Akola
8. Shri Shivaji College of Arts, Commerce & Science , Akola
9. Dr. H. N. Sinha Arts & Commerce College, Dist. Akola, Patur
10. Amolakchand Mahavidyalaya, Godhani Road, Yavatmal
11. Loknaya Bapuji Aney Mahila Mahavidyalaya, Yavatmal
12. Dr. H. N. Sinha Arts & Commerce College, Dist. Akola, Patur

## 11. Conclusion

After deep study of Accredited colleges in S.G.B. Amravati University , Amravati., it has been found that the libraries before accreditation have less weight age , only 10 % College libraries are well developed , but after NAAC Accreditation process almost all libraries try to look toward library development , the effect of this is found in accreditation process the developed libraries introduced IT services & users internet services, also the amount spent on libraries is also increases , journals & periodicals are subscribed in libraries and due to this development, users are attracted toward libraries & use of library increases . and also evaluating the reaccredited institution it has been found that the development of library is tremendous in all respect the infrastructure, learning resources, introduction of IT, Computer, Collection of E-Resources, Services to users & in all the Best practices that mentioned by NAAC and also some innovative practices introduced by library are started, the effect of these best practice is also changes the status of library in an education institution. The most effective part in Accreditation is Best Practices. All the criteria fallow Best Practices that increases the effectiveness of Service, Department, or Process.

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