

LIBRARY GOVERNANCE AND ORGANIZATION

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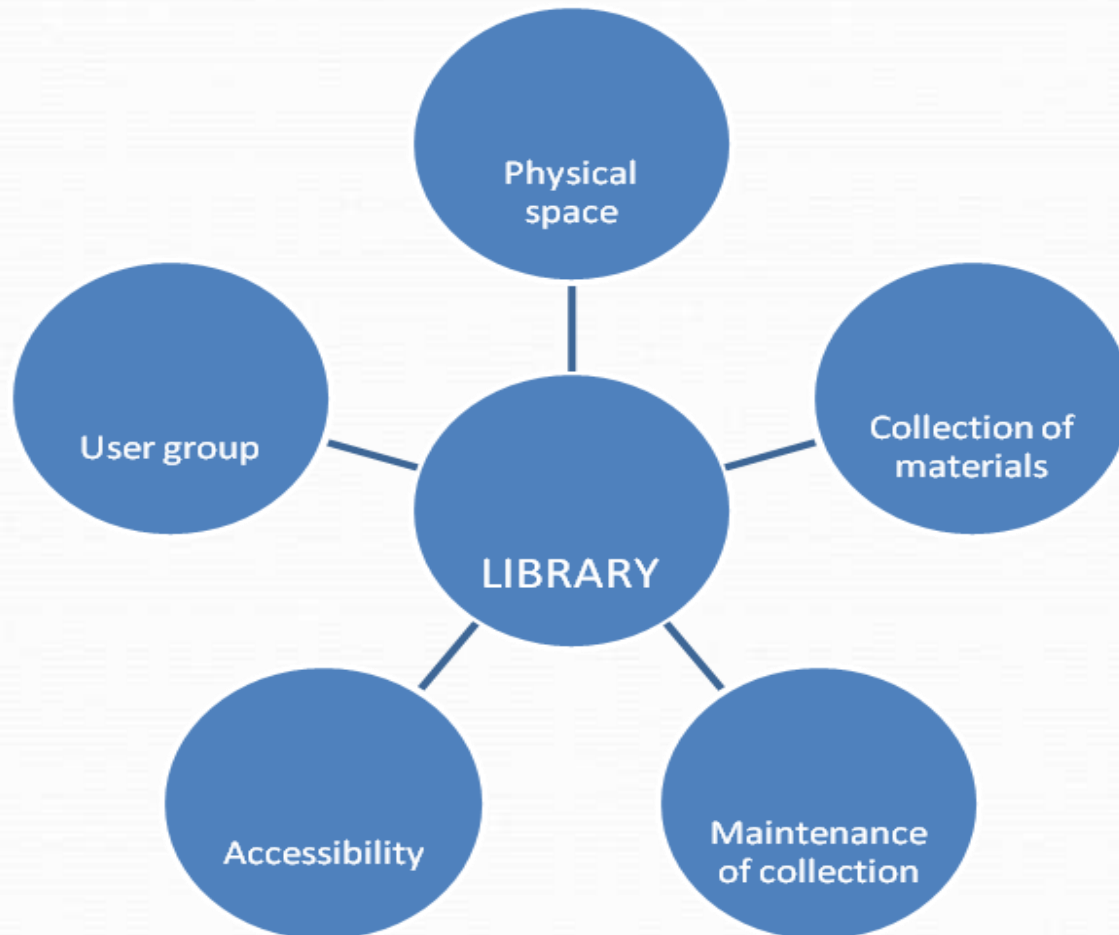
Introduction

- Academic libraries are those attached to an academic institution which may be school, college or university.
- They are classified as school library, college library and university library as per their attachment.

University Library:-

“A university library is defined as a library, or system of libraries, established, supported and administered by a university to meet the information needs of its students and faculty and support its instructional, research and service programs”.

‘Library’ is an establishment; it has a building, room, or set of rooms; contains collection of books and other documents; takes care of its collection; makes arrangement to access documents who require to use them.



Model - : Library and its basic components

Functions and Activities of a University Library

- Facilitate and participate in the teaching, research and extension education programmes by providing literature and information support.
- Library activities and functions are classified & allocated into eight sections (UGC Library Committee) :

1. Book Section

2. Periodical section

3. Documentation section

4. Technical section

5. Reference section

6. Circulation section

7. Maintenance section

8. Administrative section

Elements of governance of University Libraries

- Legal Base for Library System in University Set-up
- Internal Administrative Policy of the University Library
- Librarian
- Library Committee

1. Legal Base for Library System in University Set-up

- It consists of constitutional provisions, charters, articles of corporation, and general and special laws, applicable to the university, as well as judicial interpretations of these instruments.

2. Internal Administrative Policy of the University Library

Characteristics of a successful policy:-

- i. It defines clearly the relations of the librarian to the administration
- ii. It makes clear what constitutes the library resources of the university
- iii. It sets forth the duties of the librarian

3. Librarian

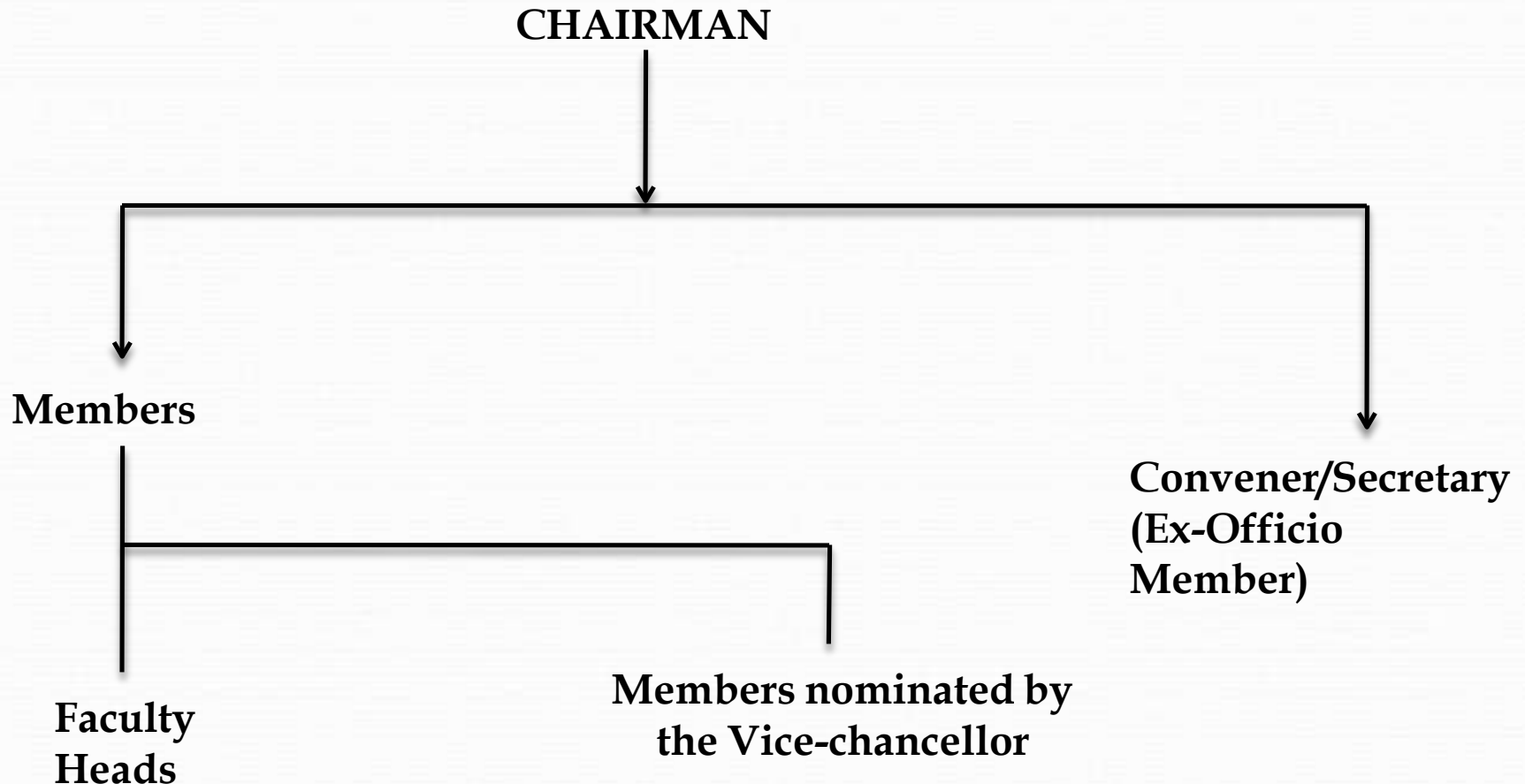
Duties and responsibilities of a University Librarian

- To formulate and administer policies, rules and regulations for the purpose of securing the most complete use of the library by students, faculty members and other members of the university community.
- To guide the development of the book- collections of the university libraries and to be responsible for all book collections of the university.
- To represent the university library to its users, the general public, and in educational and library groups.
- To prepare and execute the annual budget for the operation of the library

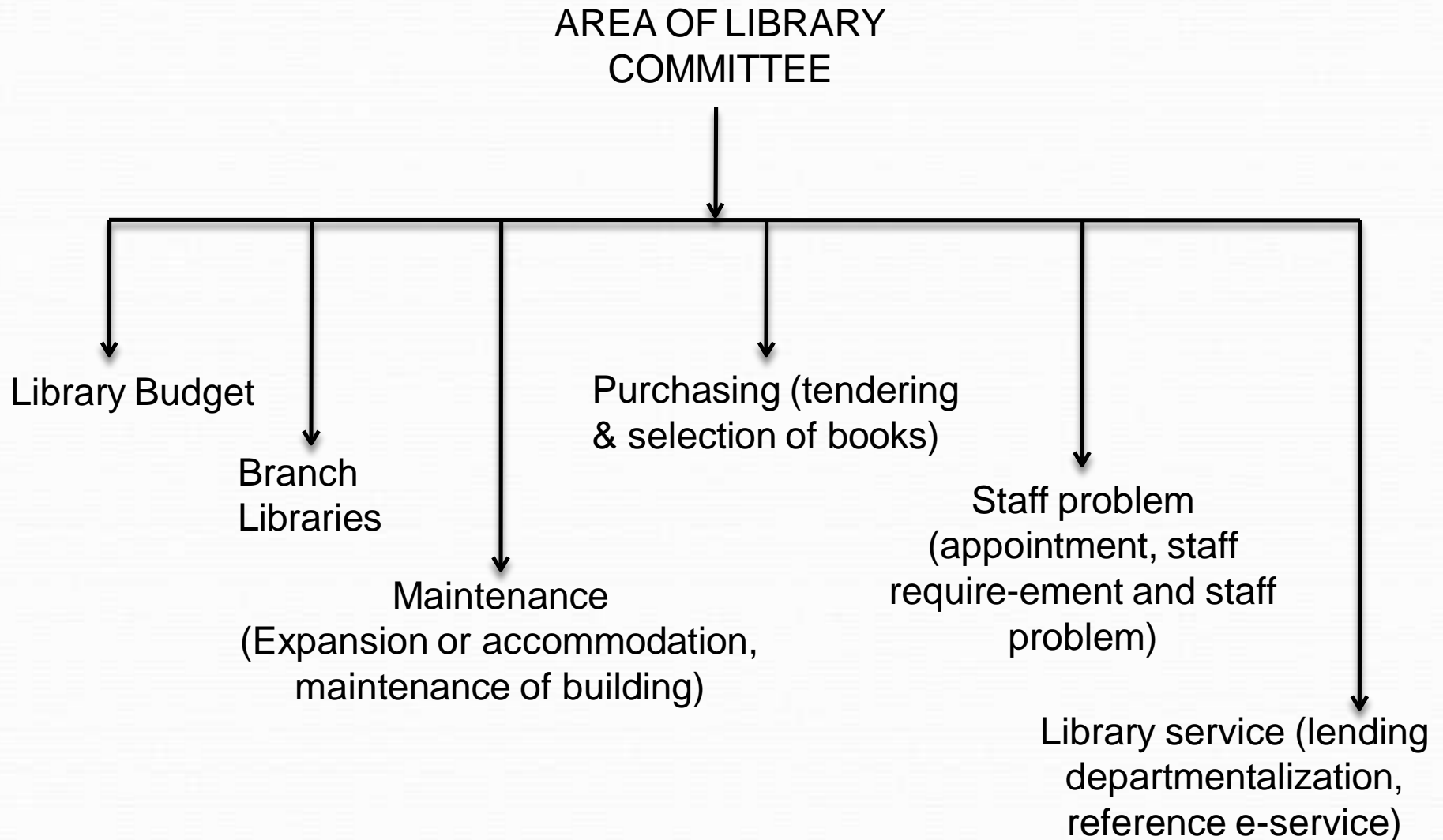
4. Library Committee

- A library committee is “a committee responsible for the management of a library.”

Constitution of Library Committee



AREA OF LIBRARY COMMITTEE



Academic Library Service Strategies

1. Observation of other library practices by institutional visits

Goal of the practice: The goal of the practice was to refresh the library staff members and educate them about the prevailing work practices in other college/institutional libraries.

2. In -service program

Goal of the practice: The Goal is to motivate professional staff to enhance their skill and expertise in conventional and e-library associated services and operations.

3. Maintenance of service areas

Goal of the practice: To maintain cleanliness inside & and outside the library and provide suitable atmosphere for reading and searching.

4. Special deposits scheme

Goal of the practice: The goal of the practice is three fold:

1. To provide facilities of the learning resources center (Library) to outsiders.
2. To generate additional financial resources to the learning resources Center and there by to increase the number of services as well as user satisfaction.
3. To avail the use of web/ online resources to the College and other University faculty and researchers, where the facility is not available and to generate funds through nominal fee to provide uninterrupted services.

5. Student internship programe

Goal of the Practice: To provide practical training in the different sections of the library to library and information science students and thereby get a clear understanding of library mechanics.

6. Library science as optional course/paper

Goal of the practice: The goal of the practice is to create awareness about the library and its functioning and to encourage students to opt for formal library science courses.



**Thank
you!**