COLLECTION DEVELOPMENT POLICY FOR ACADEMIC LIBRARIES IN THE DIGITAL ERA

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ABSTRACT:-

Good collection develop is a heart of academic libraries. This paper purpose and discusses the topic of Collection Development policy in a digital era. Developing digital collections is a logical importance of introducing information technologies in organizations. The standard way towards other models of libraries has allowed the development of the digital collections as a source of Digital Libraries. Design this paper is based on the development of a user-oriented policies of digital collections. The current situation academic libraries requires a good digital collection and their developments policies. The authors provide a new way of looking at the development of digital collections.

KEYWORDS: - Collection Development, Collection Development Policy, Digital Era, Digital Collection, Academic Libraries.

INTRODUCTION: -

The library's primary task is to select, maintain, and provide access to relevant and representative information resources. Most impartment goals of the academic libraries is to develop useful collection for its users and preserve this collection and provide access to it at the time of need to user. The academic library achieves three major works i.e. acquiring the correct document, preserving it and providing access to it. The first task is acquiring the correct document. Now a days major academic library users required an electronic digital format sources. Like this e-books, e-journals, digitized documents, online databases, subject consortia, audio and video materials etc. Now latest human beings have started preserving their knowledge from paper to electronic format. For this, the academic libraries must decide Collection Development policies in the present digital scenario.

Objectives of the Study:-

- To define collection development policy.
- To suggest some digital collection development polices.
- To suggest advantages of digital collection.
- To suggest advantages of digital collection policy.

Academic Library:-

An academic library is a library that is attached to a higher education organization which serves two corresponding purposes to support the school's syllabus, and to support the research of the university faculty and students.[1]

The support of teaching and learning requires material for class readings and for student papers. In the past, the material for class readings, intended to supplement lectures as prescribed by the instructor, has been called reserves. In the period before electronic resources became available, the reserves were supplied as actual books or as photocopies of appropriate journal articles.

Academic libraries must determine a focus for collection development since comprehensive collections are not possible. Librarians do this by identifying the needs of the faculty and student body, as well as the mission and academic programs of the college or university. When there are specific areas of specialization in academic libraries these are often referred to as niche collections. These collections are often the basis of a special collection department and may include original papers, artwork, and objects written or created by a single author or about a particular subject.

There is a great deal of difference among academic libraries based on their size, resources, collections and services. The Harvard University Library is considered to be the biggest academic library in the world and has the third biggest collection in the US.[2]

What is the collection development:-

According to the International Federation of Library Associations and Institutions (IFLA), acquisition and collection development focuses on methodological and topical themes pertaining to acquisition of print and other analogue library materials (by purchase, exchange, gift, legal deposit), and the licensing and purchase of electronic information resources.[3]Edelman defines collection development as

Collection development is a planning task. A collection development plan or policy describes the short and long term goals of the library as far as the collection are concerned, taking them into account and correlating them with the environmental aspects such as users demand, need, and expectation, the information world, fiscal plans, and the history of the collection. Form the collection development plan flow the budget allocation in broad terms.[4]

"A fixed program made for development of collection of reading materials in library is called collection development policy[5]." The need for written collection development policies for libraries is being recognized and increasingly as budgets and space continue to shrink. A regularly updated policy provides a valuable tool for collection planning, development, and evaluation.[6]

Time of the Collection Development follow the following points

- The creation of policies to guide material selection
- Replacement of worn or lost materials
- Removal of materials no longer needed in the collection
- Planning for new collections or collection areas
- Cooperative decision-making with other libraries or within library consortia

Type of Electronic/ Digital Collections:-

A portable electronic device used for reading books and other text materials that are in digital form.

- **E-Book**: E-book is a book-length publication in digital form, consisting of text, images, or both, readable on computers or other electronic devices. Many e-books exist without any printed equivalent. Commercially produced and sold e-books are usually intended to be read on dedicated e-book readers, however, almost any sophisticated electronic device that features a controllable viewing screen, including computers, tablet computers, and smartphones can also be used to read e-books.

- **E-Journals:** e-journals, and electronic serials, are scholarly journals or intellectual magazines that can be accessed via electronic transmission. In practice, this means that they are usually published on the Web. They are a specialized form of electronic document: they have the purpose of providing material for academic.

- **Digitized Documents**:- Book scanning is the process of converting physical books and magazines into digital media such as images, electronic text, or electronic books by using an image scanner. Digital books can be easily distributed, reproduced, and read on-screen. Common file formats are Portable Document Format (PDF), and Tagged Image File Format (TIFF).

- **Online Database: -** An online database is an organized collection of data. The data are typically organized to model aspects of reality in a way that supports processes requiring information. For example, subject wise database

- **Online Consortia: -** A library consortium is a group of libraries who partner to coordinate activities, share resources, and combine expertise. The International Coalition of Library Consortia is an informal discussion group of such consortia. Library consortia offer significant advantages to increasingly strapped libraries. The

sharing of resources, and collaboration on shared goals often enable libraries to deliver higher quality services than they would be able to deliver on their own.

Advantages of Digital collections:-

- **No physical limit:-**The user of a digital collection need not to go to the library physically; people from all over the world can gain access to the same information, as long as an Internet connection is available.

- **Round the timer availability: -** A major advantage of digital collection is that people can gain access any time to the information.

- **Several access:-**The same resources can be used simultaneously by a number of institutions and users. This may not be the case for copyrighted material: a library may have a license for "lending out" only one copy at a time; this is achieved with a system of digital rights management where a resource can become inaccessible after expiration of the lending period or after the lender chooses to make it inaccessible.

- **Information retrieval:-**The user is able to use any search term (word, phrase, title, name, and subject) to search the entire collection. Digital collection can provide very user-friendly interfaces, giving click able access to its resources.

- **Preservation and conservation:-**Digitization is not a long-term preservation solution for physical collections, but does succeed in providing access copies for materials that would otherwise fall to degradation from repeated use. Digitized collections and born-digital objects pose many preservation and conservation concerns that analog materials do not. Please see the following "Problems" section of this page for examples.

- **Space:-**Digital collection have the possible to store much more information, simply because digital information requires very little physical space to contain them and media storage technologies are more affordable than ever before.

- **Added value:-**Certain characteristics of objects, primarily the quality of images, may be improved. Digitization can enhance legibility and remove visible flaws such as stains and discoloration.

Academic Library Collection Development Policies in Digital Era:-

- **Budget:-**The Library materials budget for acquisitions of books, journals, e-book, is provided annually from central funds of the University. The responsibility for allocation and management of the Library materials budget resides with the Section Manager, Collection Service. Also records should be maintained of every budget allocated.

- **Purpose:-**The Collection Development Policy states the principles and guidelines that the academic Libraries follow in the selection and acquisition of library materials. The purpose of the policy is to provide consistency among the responsible persons for collection, and also to maintain positive relation to dealers. Development and to communicate library policy to faculty, staff, students, and the community.

- **Academic Library Mission and Goals:-**The academic libraries promote the academic goals of the University by serving a uniquely diverse community through academic and personal development, discovery, lifelong learning, excellence, and innovation. The Libraries fulfill their mission by providing access to collections and services, building a rich resource of research materials, promoting a dynamic and multifaceted information literacy program, maintaining a dialogue with the scholarly community, developing

creative programming, encouraging public engagement, and forming cultural alliances.

- **Authenticity: -** The time of digital reading materials purchase or subscription check of the e-materials is called authenticity. Because of the lack of digital reading materials available in market. Was not possible earlier but not is can be easily done thus will avoid piracy and fraud.

- **Availability of infrastructure:-**Digital collection use and maintain tools must be available in academic libraries. Like this digital library software's, internet connection, image scanners, digital cameras, devices that digitize audio and video, and human labor for rekeying and encoding texts. etc.

- **Faculty/users Opinion: -** When faculty opinion about a library collection is asked the feelings, beliefs, values, and individual views about how well the library collection fits the curriculum of that learning institution are answered. Both librarians and teaching faculties opinions should be asked, and taken into account, as the evaluation of the library collection should be a cooperative effort that gives the best results as possible. It is important to have the most updated collection possible. As a deficient collection could lead to negativity in learning institution. The research method of faculty opinion to evaluate academic library collections will help aid the library will help to perform SWOT analysis are so that these points can be corrected, and the gaps found can be filled. The faculty members who have the most responsibility for evaluating and building library collections are the Collection Development Librarians, and the institution's faculty especially professors.

- **Copyright and licensing:-**Digital collections are hampered by copyright law because, unlike with traditional printed works, the

laws of digital copyright are still being formed. The republication of material on the web by libraries may require permission from rights holders, and there is a conflict of interest between libraries and the publishers who may wish to create online versions of their acquired content for commercial purposes. In 2010, it was estimated that twenty-three percent of books in existence were created before 1923 and thus out of copyright. Of those printed after this date, only five percent were still in print as of 2010. Thus, approximately seventy-two percent of books were not available to the public.[7]

Advantages of Digital collections Development Policy:-

Several authors like Katz, Magrill and Hickey mentioned the advantages of a written Collection Development policy. Their views can be summarized as below: A Collection Development Policy

- Expresses openly its relationship with the objectives of parent organization /library
- Forms the basis for planning collection development
- Helps in determining the best method of acquisition
- Supports and assists in justifying the selection/collection. CD policy offers some help against censorship by a clear statement of the type of materials to be purchased and indicating that the policy has the support of the library authority / committee,
- Helps in making best use of resources
- Improves the teaching learning process.
- Generate awareness about e-media.
- Facilitates cooperative Programmes like inter library loans, resource sharing and networks
- Offers suggestions on types of materials to be stored, weeded out and discarded.

- Improves the skill of faculty teaching

CONCLUSION:-

Collection development policy making is an important part of academic libraries. Collection development highlights the planning and collection policy by which the library have to select the material for collection and to maintain it for the users. Also it indicates the development in the collection and maintenance procedure in term of new material will be available in the short spam of the future. These guidelines are the supporting policy for the library to carry out the routine as well as the specific work with the full efficiency and the consistency. In practical aspect the collection is governing by the experience than the strictly observing to the collection development policy. The e-media will help students as well as staff to demonstrate more practically than theoretically. Visual can be used more mainly thus teaching learning process improved best knowledge can be delivered.

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