

CHAPTER V

**FINDINGS AND
SUGGESTIONS**

CHAPTER - VFINDINGS & SUGGESTIONS

Findings of the study are as following :

(A) USE OF THE LIBRARY :

- (1) It was found that the majority of the readers visit library once or twice in a week and some visit every day and very few visit fortnightly or once in a month.
- (2) It is observed that there is a heavy rush of users in the afternoon.
- (3) Majority of the users, mainly students visit the library for transaction of books whereas the teachers for collecting reference and the researchers to take a survey of research done earlier.
- (4) It is found that the majority of the users directly find the reading materials in the shelves occasionally taking help of the staff. Some users consult the Dictionary catalogue and comparatively less number of them consult the subject catalogue for searching the books they want.

- (5) It was found that the maximum as well as equal number of users use books and periodicals than any other source.

READING HABITS

- (1) It was found that majority of post graduate students daily visit the library and spend on an average over 3 hours per day for general textbook and specialized reading. Some science researchers preferred to read in the laboratory than in the University library because of convenience. It can be said that researcher spends on an average less than 3 hours in the Departments.
- (2) Some of the researchers could not give a definite reply about their habit of reading and scanning the library materials. Some of the replies are that the number of books, periodicals scanned varies depending on the time available and the problem in hand at that time.
- (3) Majority of users mentioned that they read about less than three hours daily at home. Some of them have further suggested that there should be addition number of books for home reading, this



suggestion needs proper attention towards loan of books which may increase reading items.

USE OF OTHER LIBRARIES

- (1) It was found that majority of P.G. students & non-teaching staff do not use other libraries. Researchers & teachers mentioned that they use other libraries. It was noticed during the interview that if an item in which a researcher is interested is not available in the library, then he/she may try to get it from other local library. In most case if the researcher is not able to get it from the local library, he/she tries to manage without it. This means either they are not very particular or they do not know how to get information from outside libraries or they do not want it so very intensely.
- (2) It was also found that those who indicated their willingness to go to any distance must be seriously interested in getting the reading material and also willing to go some length. Some enthusiasts were willing to go to outside the state also. The names of the libraries are listed in the analysis (Page - 41)

- (3) The findings about the use pattern by women research worker indicates their social limitations in pursuing their research work. Some to the women research workers who have to balance between their career, research and their domestic responsibilities have to make considerable adjustments in pursuing their studies. Hence they prefer not to go to distance places in search of necessary reference materials. During the course of collecting the questionnaires and with discussions the investigators noted this point. It appears that while pursuing highest studies the women researcher are subject to the pressures of family, children and society at large, as well as it appears that their own mental make up is still tied with domestic responsibilities. Thus the finding of the survey indicated that the women respondents largely depends on the libraries used by them.

(B) LIBRARY COLLECTION :

- (1) Most of the users indicated that the book collection in their subject is inadequate. Further they mentioned that they have not recommended to purchase the books for the library.

But the library is getting reading materials recommended by them within reasonable period of time.

- (2) Teachers & research students indicated that the reference collection in the library is inadequate periodical collection also inadequate for their requirements.
- (3) Majority of the users indicated that the library materials in other language have been acquired by the library.
- (4) Most of the post graduate students indicated that books prescribed for their course are available in the library. It has been said by some of the users that half of the prescribed books for their course are available.

(C) CATALOGUING AND CLASSIFICATION :

The library uses the A.L.A. cataloguing code with local variation. The library has maintained a general upto date typed author and subject catalogue for all the materials reserved in the library and has maintained separate catalogues for various sections.

- (1) It has been observed that the majority of the respondents consult the classified part as well as dictionary catalogue frequently and they can use the library catalogue effectively.
- (2) Most of them feel they do not have any difficulty in locating material in the University library. Talking to them it was found that the major difficulty is the location of material was that many a time things were misplaced, otherwise the indication was that they do not have any problem in the location of material.

CLASSIFICATION

The purpose of the library classification is the group the books on the same subject together on the basis of the class numbers so as to arrange them in a helpful orders of subject on the library shelves.

At the time of the establishment of University library, the collection of libraries were classified according to 16th edition of Dewey Decimal classification.

At present the 20th revised edition of D.C. is in use, with some local variations.

- (1) Meajority of respondents are satisfied with the present arrangement of reading materials on shelves. But they feel difficulty in locating books of their interest in the library. The reasons expressed by the users for their difficulty in locating the books are that the books in all the subjects are misplaced.

(D) CIRCULATION SECTION :

(1) Loan of Books :

It is the part of library service with which all the users are familar. It is the facility permitting users by the meajority of users they love taking books for home and many consider this the soul purpose of the library.

- i) Teachers of the University library seem to be satisfied with the number of books issued to them for home reading. Some teachers have recommended the increase in number of books allowed to be borrowed.

ii) Whereas the post graduate students are not satisfied with the number of books issued for home reading. At P.G.level all students feel that number of books issued to them is quite unsatisfactory. It is highly desirable that sufficient number of books should be issued to them.

(2) Period of Loan :

The period of loan permitted to each category of users is different. Although there is time limit for teachers. It was found that many teachers get the copies of the text book issued which are not returned to the library for whole year even after the year. Majority of the students are dissatisfied and they certainly want the extension of loan period.

(3) Reservation of Books :

In the interview held with the user of the library, they have expressed dissatisfaction towards availability of books in demand.

Although reservation facility is in operation potential users never gets the book in time, this

facility is generally heavily used for new books. There are sometimes as many as ten to fifteen reservation.

(4) Inter Library Loan :

Majority of the users are quite unaware of inter-library loan this is obligatory on the part of library and its staff should popularize this system.

Number of libraries other than the University library being consulted by the readers both teachers & research scholars is very high. These libraries are also situated at a very far of place from the University libraries. If Inter-library loan is encouraged much time can be saved.

(E) PERIODICAL SECTION :-

(1) Majority of the respondents say that currently subscribed journals should be continued. Few respondents recommended the discontinuation of the popular journals which are not useful for research.

(2) Some of the Research scholars and P.G.studnets suggested that their recommendations also may be taken into consideration class representative may

be also consulted in each department.

Regarding the problems and difficulties in
using the periodicals and services

- (1) Most of the current journals are received late in the periodical section. Some of the respondents complaint that loose issues of journals got misplaced due to frequent use.
- (2) Lack of separate telephone is flet by most of the respondents. Separate telephone connection is necessary in the periodical section as the section is situated at the top floor.
- (3) Most of the respondents recommend for completion of the incomplete volumes of research journals.

(G) REFERENCE SERVICE :

1. Many users have emphasised for the provision of Reference service & Reprographic services. Few research scholars have suggested to provide current awareness services & improve the present inter-library loan service.

2. A few mentioned that they learnt the use of tools is the beginning with the help of the staff. It was indicated by them that at any stage in the case of difficulty the staff is approached and they are quite helpful e.g. when book is not in the proper place they would need assistance.
3. Majority of the respondents have indicated that all the library staff is helpful. Further they mentioned that available staff is inadequate.
4. The findings of the survey indicates that even the existing services being provided by the university library have not been publicized sufficiently. The users generally do not know what they could expect from the library other than getting books and periodicals issued.

(H) FACILITIES :

1. Most of the users have replied that a canteen in the library & research cubicals should be provided.
2. Majority of users indicated that training in the use of library would be helpful to them.

According to them training should be given at undergraduate level and postgraduate level also.

3. Most of the users replied that the users orientation programme is useful for their study and resarch.

Further most of the users replied that they are willing to attend the user orientation programme, if library provide. Most of the users have suggested that such user orientation programme should be arrange at least twice in a year.

(I) PHYSICAL FACILITIES/LIBRARY EQUIPMENTS :

1. Most of the users are satisfy with the existing provision of ventilation and existing provision of lighting in the library.
2. Majority of the users are not satisfied with the existing furniture such as chairs and tables in the library.
3. Most of the respondents are not satisfied with photocopying facility of the library. They complaints that there is photocopying machine in the library, but most time it is not in a working condition.

4. Most of the readers do not know about the audiovisual materials as well as the manuscript sections in the library. Some person suggested to purchase more non-book materials most of the users have indicated their opinion that the manuscripts should be arranged by subjects, few of them indicated for the scriptwise arrangement of manuscripts. The manuscripts section should be well organised and the users should be well acquainted with this section. It seems that research scholars are not satisfied with the collection & arrangement of manuscripts.
5. Majority of users are not satisfied with the working hours of the library.

SUGGESTIONS

1. In case of non availability of reading materials it is suggested that the library staff should acquire such books from other libraries e.g. on I.L.L.base provide them to the users.
2. The book selection activity should be paid due attention to enrich the weaker sections of the collection & thus supporting the needs of the users.
3. It is essential to acquire & up to date subject reference books useful for research.
4. A large number of teachers & Research students have expressed their desire to increase number of popular as well as learned periodicals and duplication of most popular magazines should be This is very important and needs favourable consideration.
5. Few of Research students (30%) have indicated their opinion that the manuscripts are not very well organised. The dusting of manuscripts is not carried out well. This needs to be given special attention.

6. Multiple copies of books for certain titles should be acquired depending upon the need and demand of users.
7. In order to do full justice, the University library should embark on a major programme of building up a sound collection and should try to get all the essential materials.
8. Some of the user felt that the books were too late in arriving in the library. In this connection the library should take steps to purchase current books or latest books available in market as early as possible to meet the demand of users quickly.
9. Majority of Post graduate students are not satisfied with the number of books issued to them. Therefore library should consider to issue sufficient number of books to P.G. student.
10. The books should be catalogued immediately after their arrival into the library.
11. The time lay in between the receipt of the book in the library and its availability to the users should be reduced. It should not be more than a week, that the users get the books fully

processed after it has been received in the library.

12. Catalogue should be checked from time to time keep it up-to-date by removing the cards for the lost books and entries should be properly merged in their respective sequence.
13. Library should undertake the responsibility of preparation and maintenance of a union catalogue of all the material available in other libraries.
14. A staff manual should be prepared providing complete details of the classification and cataloguing procedure adopted in the library.
15. From the suggestions of users it is clear that the major complaint is the misplacement of books by readers and there is perhaps nothing wrong with the scheme of classification. Misplacement of materials by the readers is a usual phenomenon. In spite of the greatest care, it is not possible to avoid it totally in an open access system. The library should take certain steps in this regard.

The library should take necessary steps to replace the books immediately, shelf

- rectification should be carried out regularly by staff members.
16. The readers should be told that the books after use should not be replaced on the shelves.
 17. The librarian should supervise the work of library staff members who are involved in the arrangement of reading materials.
 18. The responsibility of the stack room maintenance should be given to the qualified persons and not the semi-literate persons.
 19. the computer should also be purchased to computerize the library operations for effective information retrieval required by the users and staff of the library.
 20. Good xerox facility should be provided to users as it is highly essentials to them.
 21. Library authorities should consider for providing Selective Dissemination of Information (S.D.I.) So that the researchers can be continuously informed individually about the latest information in their subjects of interest.
 22. Majority of the users are not satisfied with the

working hours of the library. The library authorities should consider the working hours of the library from 8.00 a.m. to 8.00 p.m. for the convenience of all users. They should also consider to open the library on holidays as desired by most of the users. To implement the above recommendations more staff are to be appointed.

