

Appendix – ii

QUESTIONNAIRE**DEPARTMENT OF LIBRARY AND INFORMATION
SCIENCE, SHIVAJI UNIVERSITY, KOLHAPUR.****“ROLE OF NAAC IN THE DEVELOPMENT OF
ACADEMIC COLLEGE LIBRARIES, AFFILIATED TO
SHIVAJI UNIVERSITY, KOLHAPUR”**

Please answer the questions in the space provided against each question and put a tick (✓) to the appropriate answer, whenever you have chosen between the alternative replies.

1. GENERAL INFORMATION

1.1 Name of the college: _____

1.2 Establishment year: _____

1.3 Name of the Librarian _____

1.4 Qualification : _____

1.5 Whether your college accredited by NAAC? Yes No

1.6 If yes, grade awarded _____

1.7 Accreditation year _____

2. Role of NAAC in the Development of Academic College Libraries

2.1 Management of Library and Information Services

a) Working of library as

i) 1-7 days

ii) 1-6 days

iii) 1-5 days

iv) Less than four days

b) Working Hours of a library within a day

i) Less than 8 hours

ii) More than 8 hours

iii) More than 12 hours

iv) More than 16 hours

c) Does the college have a Library Advisory Committee?

Yes

No

d) Do you have library staff as per UGC staffing pattern?

Yes

No

e) Whether the librarian /library staff attended/ participated in refresher courses ?

Yes

No

f) Mention the minimum infrastructure facilities available in the

library such as

- | | | |
|------|---------------------|--------------------------|
| i) | Reading Hall | <input type="checkbox"/> |
| ii) | Periodical Section | <input type="checkbox"/> |
| iii) | Circulation Section | <input type="checkbox"/> |
| iv) | Staff -Rooms | <input type="checkbox"/> |
| v) | Acquisition Section | <input type="checkbox"/> |
| vi) | Internet Facilities | <input type="checkbox"/> |

g) Availability of Generator Facility

Yes No

h) Is your library Automated?

Yes No

If Yes, Which section is automated? (Please Tick Mark)

- | | | |
|------|---------------------------|--------------------------|
| i) | Book Acquisition Section | <input type="checkbox"/> |
| ii) | Cataloguing Section | <input type="checkbox"/> |
| iii) | Classification Section | <input type="checkbox"/> |
| iv) | Circulation Section | <input type="checkbox"/> |
| v) | Serial Control | <input type="checkbox"/> |
| vi) | Reference and Information | <input type="checkbox"/> |
| vii) | OPAC | <input type="checkbox"/> |

i) Financial Sources for the library:

- | | |
|--------------------|----------------------|
| i) State | <input type="text"/> |
| ii) Central | <input type="text"/> |
| iii) U.G.C. grants | <input type="text"/> |
| iv) Library Fees | <input type="text"/> |
| v) Others | <input type="text"/> |

If others, give specification about it _____

**J) Define Collection Development Policy, Stock Verification Policy
and training for library staff**

Yes No

2.2 Collection of Library and its services to the users

a) Mention the collection of library (In Numbers)

- | | |
|----------------------|----------------------|
| i) Books | <input type="text"/> |
| ii) Text books | <input type="text"/> |
| iii) Reference books | <input type="text"/> |
| iv) Current Journals | |
| Indian Journals | <input type="text"/> |
| Foreign Journals | <input type="text"/> |

v) Back Volumes of Journals	<input type="text"/>
vi) E-Information Resources	<input type="text"/>
i) CD's / DVD's	<input type="text"/>
ii) Databases	<input type="text"/>
iii) Online Journals	<input type="text"/>
vii) Special Collection	
i) Competitive examination	<input type="text"/>
ii) Rare materials	<input type="text"/>
iii) Audio-Visual Materials	<input type="text"/>
viii) Book Bank Scheme	<input type="text"/>

b) Services provided by the library

1) Does the library provide following Services?

	Yes	No
i) Circulation Service	<input type="text"/>	<input type="text"/>
ii) Reference Service	<input type="text"/>	<input type="text"/>
iii) Clippings Service	<input type="text"/>	<input type="text"/>
iv) Information Display and Notification services	<input type="text"/>	<input type="text"/>
v) Reprography Service	<input type="text"/>	<input type="text"/>
vi) Internet Service	<input type="text"/>	<input type="text"/>
vii) Any other		

Give Specification. _____

3) Extent of the use of Services

- a) Average number of books issues / return per day ()
- b) Answered the reference queries by the users in performance. ()
- c) Number of users visited to library average on the basis of months ()

4) Impact of NAAC towards Library Development (Pl. ✓ mark)

- | | | | | |
|---|-----|--------------------------|----|--------------------------|
| a) Automation of Library | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| b) Internet facilities available freely / concession rate to students | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| c) Latest Arrivals | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| d) Keeping suggestion box | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| e) Organize Book / exhibition | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| f) Employment / career information | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| g) Library Orientation to new students | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

5) Suggestions

Please write any other suggestions to improve for the betterment of library services in attempting the guidelines by NAAC. _____

Signature and stamp

Thank you, for your cooperation.