

Best Practices for Users Community: A Study of Vedavyas Campus Library

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ABSTRACT

The main purpose of this article is to study about various Best Practices followed for users community by Vedavyas Campus Library of Central Sanskrit University, Balahar in Distt. Kangra. Libraries have to provide strategic services to meet the various information needs of their users. A library is relevant to its users only when it provides relevant services to its users. In this paper I have highlighted the traditional best practices and ICT based best practices like web pages, Web-OPAC, E-resource, DELNET which provided to users by campus library.

KEYWORDS: Best Practices, Collection Development, Vedavyas Campus Library, NAAC.

INTRODUCTION

The phrase 'Best Practices' was defined by ODLIS (Joan.M. Reitz, 2004)¹ as follow: "In the application of theory to real-life situations, procedures that, when properly applied, consistently yield superior results and are therefore used as reference points in evaluating the effectiveness of alternative methods of accomplishing the same task. Best practices are identified by examining empirical evidence of success". "Best practices" is defined by the Oxford Advanced Learners Dictionary as "high-quality, excellent, substantially improved remarkable, par excellence service." It refers to a standard or accepted way of doing things in a specific company or scenario, as well as standards for good practices. We take action rather than just having good ideas in this process of building best practices, and we increase our talents.

HISTORICAL BACKGROUND OF CAMPUS

Kendriya Sanskrit Vidyapeetha was founded in the village of Garli in the Kangra District of Himachal Pradesh during the golden jubilee year of India's independence. On the auspicious day of September 16, 1997, it was opened by the then Minister of State for Education, Government of India, in the presence of the Chief Minister of Himachal Pradesh. On the 7th of May, 2002, Vidyapeetha was declared a Deemed University and renamed Rashtriya Sanskrit Sansthan (Deemed University), Garli Campus. The main goals of this campus are to conserve the Sanskrit language and its several shastri disciplines in order to maintain a high level of Guru-Shishya parampara. It also to promote

Sanskrit education and research with special emphasis on studies of Jyotisha, Vedanta, Vyakarana and Sahitya. At present CSU, Vedavyas Campus excelling in academic, research, literacy and cultural activities, games and sports.

The campus has been accredited with A+ grading by NAAC in July, 2012. The campus has six teaching department such as Jyotisha, Advaita Vedanta, Vyakarana, Sahitya, Modern subjects and Shiksha Shastra with 29 faculty members. Apart from this one Mukta Swadhyaya Peetham (Distance Education in Sanskrit) is also running in the campus.

On March. 25, 2020, the Parliament of India passed an act known as the Central Sanskrit University Act, 2020 declaring this University as Central University. Now it known as Central Sanskrit University, Vedavyas Campus, Balahar.

ABOUT THE LIBRARY

The Campus Library was started in the year 1997 with a small collection of 1500 books in Kendriya Sanskrit Vidyapeetha, Garli in Kangra District of Himachal Pradesh. Initially the library was housed in one portion of the vidyapeetha main building. Later, it was shifted to the present building which was declare open in the year 2012 as Vedavyas Campus.

Vedavyas Campus Library, named after the legendary author of the Mahabharata came into existence as learning resource centre on the 16th September 2012. The campus library is a part of academic building and the departments on campus that are conveniently accessible has increased by leaps and bounds. The library's plinth area is approximately 111.84 square feet. The library has 25654 volumes of books in 13500 titles. It includes text books, reference books, reports, general books, back volumes of journals, Ph.D Thesis and dissertations. Library is well equipped with sufficient number of journals, magazines and e-resources to cater the needs of users. The Library is computerized with e-Granthalaya 4.0 Cloud based which is Digital Platform developed by NIC, Ministry of E & IT , Govt. of India for Automation and Networking of Government & Semi-government Libraries.

OBJECTIVES OF THE STUDY

- ✓ To know the growth of campus library
- ✓ To know the various e-resources of the library

COLLECTION DEVELOPMENT

The fundamental goal of collection development is to make all types of relevant items, such as books, reference books, text books, reports, dissertations, journals, and e-resources, available to campus library users to assist their learning and research endeavors. Campus library has followings collection as on 20th June, 2022.

Library Collections

S. No	Library Resources	Total
1.	Books	25705
2.	Text books	3541
3.	Reference books	670
4.	Book Bank	345
5.	CDs & DVDs	33
6.	Maps & Globe	03
7.	Journals/Periodicals	28
8.	Magazines	08
9.	Bound Volumes	75
10.	Newspapers	07

Collection Arrangement

In order to provide optimal service to library patrons, the collection has been categorized by subject as per Dewey decimal classification 23rd Edition. The racks are divided as A and B side. Each rack has its own no. Location of book has been written of pencil on the back side of each book. Users can easily access through Web OPAC whether book is available or not if available where the book is located.

Book Procurement Policy

Campus Library has adopted procurement policy as per GFR 2017 which as follow:-

- ❖ At the time of procurement, library requests to all HODs for sending requisition form of books in prescribed format.
- ❖ Duplicate copies of requisitioned books are checked in the library.
- ❖ All requisitions received from HODs were placed in the Library Development Committee for recommendations and approval.
- ❖ List of books for approval of final authority is prepared after getting prices from suppliers.
- ❖ Prepared list of books send for financial approval to Director.
- ❖ After getting approvals, order of the books are placed to suppliers publishers.
- ❖ After receiving last consignment of books, the books are verified as per order and bills received from the publishers.
- ❖ Finally bills are processed and submitted to account department for payment to supplier,

BEST PRACTICES IN CAMPUS LIBRARY

In the realm of company management, benchmarking 'Best practise' as a means of acquiring new knowledge through practical implications is commonplace. The following are the Best Practices used by Campus Library to provide efficient and effective information services to our stakeholders: are given below:

Display of New Arrivals

To raise awareness about the new arrivals, the newly purchased as well as complimentary books received from CSU, New Delhi, are displayed for a period of seven days.

Competitive Examinations Section

A Competitive Examinations Cell has also been created at the campus library, with the goal of offering reading material for students preparing for various competitive examinations. This section contains publications and journals related to the Himachal Pradesh Public Service Commission's Civil Services., UGC-NET, CTET, SET, and other competitive examinations.

Book Bank Section

The library started a book bank facility for their users belonging to economically, socially weaker sections as well as SC/ST students. Students are allowed five text books for a period of one semester. The library issues a circulation at the beginning of each academic semester and eligible students may apply to receive the benefit according to the schedule.

Special Collection

Campus library have special collections of books of Himachal history, various authors of Himachal who contributes in field of Sanskrit, Rare books, audio visual materials, maps that actively supports the academic mission of the campus in teaching, research enrichment.

Book Exhibitions

Campus library conduct Book Exhibitions on special occasions like foundation day of campus in order to raise awareness of new books among the student enrolled in campus. They also learn about the various types of books available in their specific subjects by attending a book exhibition.

Users Education or Orientation Programmes

Library conducted orientation programmes to educating their new users to create the awareness about the library resources and services and help them to locate their required information quickly and effectively.

Users' interactions

The library in charge communicates with users in an informal manner at the time of issuing a No Dues Certificate to determine whether additional services are needed and how existing services might be adjusted to meet their ever-changing demands.

Interaction with experts

Library staff interacts with experts in the field of education & research during their presence in the campus library & other departments at the time of conference/seminars/workshops conducted by campus.

Best Practices through ICT

Digital Resources

The campus library provides a common platform to access digital journals which was published by the various departments of the Campus. Some of these are Vedavipasha, Khagolah, Nisshreyasi, Vyasasandeshah, Sahitya Vedika, Padaganga and Navadhih. Campus library also provides e-journals, e-books through DELNET: Developing Library Network.

Automation of Campus Library

To meet the fourth law of Library sciences i.e Save the user time, to fulfill this Library automation is essential for every library. Vedavyas campus library is fully automated of all the housekeeping operations i.e acquisition of books and other material, creating bibliography details of books, providing e-resources through Web OPAC etc. is essential and provides better as well as faster qualitative services.

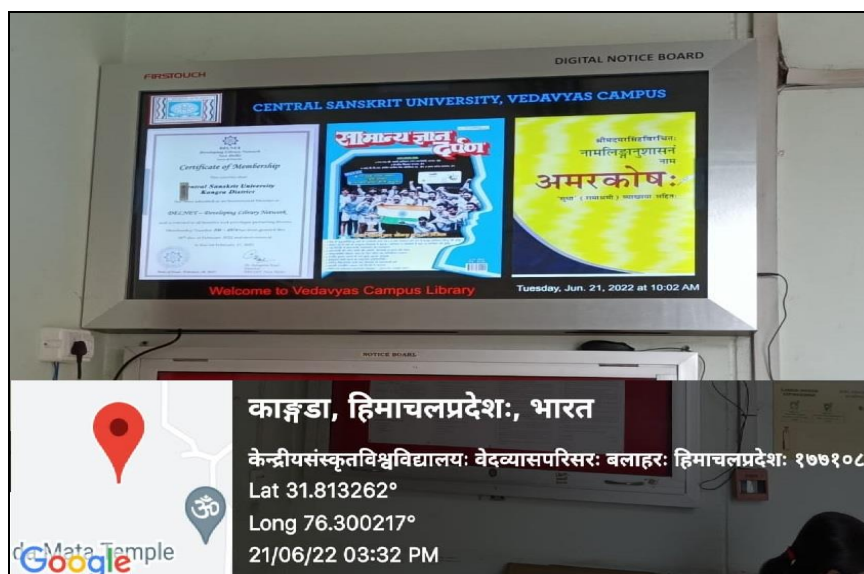
Campus Web OPAC

Campus Library provides a Web-OPAC (Online Public Access Catalogue) facility to their users it can be accessible via the internet from anywhere at any time. Its provides facilities to their users to search for information by Title, author, subject, accession no, editor, ISBN, keywords etc and helps to select their desire books, view special collections, e-resources, current updates, new arrivals, internet resources, library rules and regulations, request renewal of loan, to see request addition of new publication, users can send the feedback through OPAC.



Digital Notice Board

Campus library provide the facility of Digital Notice Board to their users. DNB display the information related to various resources and services provided by the campus library. Library display the important library announcements, emergency notification, library hours and operation, media slide show contains video, images, pdf, slides and text etc. New arrivals books, journals, career notification, student's achievements are also display on Digital Notice Board.



Information Kiosk

Campus library is actively engaged in promoting its products and services to its patrons. Kiosk technique was added in campus library for a new experience and to promote library resources and services among library users. Information Kiosk is placed near the main entrance of the library. It is fully touch screen. Users are able to utilize the device without the assistant of any staff members. With the help of Kiosk, users are able to search for their desire resources through library's OPAC by title, subject, accession no, publisher, year, ISBN, keywords etc. Users can also search e-resources through Kiosk.



Wi-Fi or Free browsing facility to the users of campus library

Campus library provides Internet and W-fi facility to their users with high speed of 10Mbps through the Lease line of BSNL Broad Band Internet Connection. A separate computer with high speed internet facility is provided in campus library for their students, research scholars as well as faculty members of this campus. Students utilize the internet to fill out e-scholarship applications, check e-mails, and read e-books and e-journals etc.

SUGGESTION AND FEEDBACK

A feedback link is also provided in Campus Web OPAC. It would help to get user feedback on various services provided by the campus library. Users can give their suggestions, opinions, and feedback on how to improve library services. Once we get the feedback from the users after that library always try to resolve the query.

Ask your Librarian

Campus library also provided a link in the library homepage available in campus webpage where the students/research scholars and others can ask any question related to the library services. Ask your Librarian this link serves as a virtual reference desk. Users can send an e-mail to librarian or ask through mobile no which is available at library homepage.

General Best Practices

- Meeting of Library Development Committee.
- Repairing and Binding of old books
- Hard Leather bound of old periodical for long time preservation.
- Intercom system allows for quick communication between various departments.
- Provide Previous Year Question Paper as digital as well as physical form.

CONCLUSION

The paper discussed the various Best Practices followed by the Vedavyas Campus Library in order to provide the services and facilities to their users. Best practices play an important role to enhance their grade in the process of NAAC Accreditation. Campus library provided various best practices such as traditional best practices, ICT best practices and other best practices. Apart from proving above best practices, it is necessary to provide new and innovative services as per requirement of the users. Campus library may start Library Best user award, Digital repository, Student Internship Programme, Earn while you learn programmes in coming future as best practices.

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