

Collection Development, Services and Use of Library Resources in Asiatic Society Library, Kolkata: A Study

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ABSTRACT

The name was changed from "The Asiatic Society of Bengal" in 1832 to "The Royal Asiatic Society of Bengal" in 1936. The society's name was finally changed to its current one on July 1, 1951. In Kolkata, the society is located in a building on Park Street. Since 1784, when the Society received seven Persian manuscripts from Henri Richardson, the collection has been built primarily through gifts from members. The next gift came from William Marsden, F.R.S., with his book, History of the Island of Sumatra (1783), on November 10, 1784. The collection contains many old and rare works. Special mention may be made of an illuminated manuscript of the Quran, the ancient text of Gulistan, and manuscripts of Padshanamah bearing the autograph of Emperor Shahjahan.

KEYWORDS: Collection Development, Collection Development Policy, Library Services, Printed Resources, Electronic Resources.

1. INTRODUCTION

Libraries attempt to produce collections, resources, and services to meet the cultural, informational, educational, and recreational needs of their target users since libraries' principal goal is to meet the diverse needs of their target users. On the other hand, as information and communication technology has advanced, libraries have redefined their resources, operations, and services in response to evolving user needs. Nowadays, users choose to search the internet for information rather than visit a library. The public library, with its traditional book collection, is unable to keep up with new information technology. The public library should develop digital resources in addition to print books to attract students and give better services to its users. While the selection, purchase, and distribution of digital resources are similar to those of printed materials, they are not equivalent. The selection of the quality and quantity of a collection is an essential and challenging library task. It involves selecting, ordering, and paying for information sources. A library encompasses several activities associated with the development of its collection, including the determination and coordination of selection policy, the identification of user needs, user studies, the selection of informational materials, the planning of resource sharing, collection maintenance, and weeding.

2. REVIEW OF RELATED LITERATURE

Gohain et al. (2019) examined Tezpur University's print resources. A questionnaire collected data. Researchers found that the primary library added 33752 volumes between 2013 and 2017. Print magazines and books cost Rs. 52,751,102.50. Print magazine subscriptions cost Rs. 23405889.00 and books cost Rs. 29345135.00. In 2013, schools subscribed to 138 periodicals; in 2017, 164. 2016 had 161 magazine subscribers, while 2017 had 164.

Biswas, et al. (2017) examined town library collection development policies in West Bengal's North 24 Parganas. Public libraries still priorities collection development. This study included questionnaires and interviews. The survey indicated that all six local libraries priorities users when choosing books. Librarians and the library committee will choose library books. The town library purchased books through librarian recommendations, user suggestions, book seller lists, book exhibitions, and publishers' catalogues. The library always removes items. Old, unpopular, duplicate and damaged books are discarded.

Parmer (2012) examined university library collection development issues. It also stressed the significance of a collection development policy manual, described how university libraries receive their papers, and discussed collection development factors. Current document selection and acquisition procedures have many difficulties. It compared vendor-controlled order plan formats. Microforms, vendor-controlled order plans, and journal subscriptions were still technical report concerns.

Khan and Zaidi (2011) examined the Maulana Azad Library (AMU) collection development efficiency and efficacy. Users' opinions on library collection suitability were examined. They examined users' satisfaction with the library's collection, facilities, and service, both traditional and ICT-based. The Maulana Azad Library has a good collection for users, according to the study. Users also liked the library's infrastructure and collection arrangement.

3. COLLECTION DEVELOPMENT AND SERVICES

Collection development is a systematic and essential process of building a library collection to fulfill its target users' teaching, learning, and research needs. It includes acquiring, selecting, evaluating, and preserving resources according to the users' requirements. Collection development is the selection of library materials that keeps users' current needs and future requirements in view. It involves developing the use of the collection, its preservation, its organization, and making it accessible to users. Collection development is how libraries provide high-quality information resources and access to resources, including print and non-print material. Collection development is an ongoing process undertaken by librarians and library staff with input from faculty and students. Library service refers to the performance of all library activities related to the collecting and arrangement of library materials, as well as making the materials and information of a library accessible to the public.

4. STATEMENT OF THE PROBLEM

The goal of this study was to examine perceived the building of library collection, management, collection development policy, user's services and use of library resources in the Asiatic Society Library.

5. OBJECTIVE OF THE STUDY

- To know the categories of the collection as well as the total number of printed and electronic resources in the Asiatic Society Library.
- To study the collection development policy and process for acquiring resources in the Asiatic Society Library.
- To understand the services provided by the library for users.
- To know the user's details according to gender-wise and age-wise.
- To determine the purpose and degree of use of library resources in the library.

6. METHODOLOGY

To meet the goals of the study, the researcher used quota sampling to get reliable information from clients. A questionnaire and interview procedures were used to obtain the data. The universe's population was divided into two gender groups: males and females. The questionnaires were delivered by convenience sampling to the librarian and users of the Asiatic Society Library. The user sample size has been limited to around 10% of the population.

Sample Size and Data Collection

In the Asiatic Society Library (ASL), 520 questionnaires were distributed among the males and females in the library, and 394, i.e., (75.76%) filled questionnaires were returned, out of which 42, i.e., (24.24%) were rejected due to incomplete responses from the users. So 352, i.e., (89.34%) were analyzed by the investigator for good study results.

7. DATA ANALYSIS AND INTERPRETATION

A. Librarian response's

Table 7.1. Library profile and timings of the Asiatic Society Library.

SL No	Profile and Timings	Asiatic Society Library
1	Head of the Library	Librarian
2	Working Hours	8 Hours
3	Working Days	289
4	Holidays	76

Table 7.1 states the library profile and hours of the Asiatic Society Library. It was found that the head of the library is a librarian and the head of the Asiatic Society is a director. The library works eight hours a day, 289 working days, and 76 holidays.

Table: 7.2. Physical Size of the Asiatic Society Library.

SL No	Library Details	Asiatic Society Library
1	Total Area (Sq. Feet)	15000
2	Total Section	3
3	Seating Capacity	30
4	Total Number of Reading Room	2

Table 7.2 shows the physical size and details of the Asiatic Society Library. It was discovered that the total area of the library is 15000 square feet, and the library has three sections for the users. It was also discovered that the library only had 30 seats and two reading rooms.

Table: 7.3. Budget of Asiatic Society Library.

SL No	Year	Budget (Rs.)
1	2015-16	1,30,00,000
2	2016-17	2,20,00,000
3	2017-18	7000000
4	2018-19	7000000
5	2019-20	8000000
6	2020-21	8500000

Table 7.3 shows the library budget of the Asiatic Society Library from 2015–2021. It was found that the maximum number of budget spent during the year 2016-17, i.e., 2,20,00,000 followed by 2015-16, i.e., 1,30,00,000 followed by 2020-21, i.e., 8,500,000 followed by 2019-20, i.e., 8,000,000 and minimum amount of budget spent during 2017-18 and 2018-19, i.e., 7,000,000 respectively.

And it was found that the highest amount of budget was spent in 2016–17, and the least amount of budget was spent during the years 2017–18 and 2018–19, respectively.

Table: 7.4. Collection in the Asiatic Society Library, Kolkata.

SL No	Collection	No of Collection
1	Books/ Monographs	133307
2	Current Journals (Title)	150
3	Journals/Periodicals Bound Volume	109438
4	Magazines	12
5	Manuscripts	51022
6	Maps	238
7	Newspapers	7
8	Newspaper Bound	-
9	Atlas	-
10	Online Journals	48
11	Microfiche	22946

The types and number of collections in the Asiatic Society Library in Kolkata are discovered in Table 7.4. It was found from the study that different kinds of materials are available in the library, such as books, journals, magazines, manuscripts, maps, microfiche, etc. It can be stated from the above table 7.2 that the maximum number of documents/collections available as books, i.e., 133307 followed by journals/periodicals, i.e., 109438 followed by manuscripts 51022 followed by microfiche, i.e., 22946 followed by current journals (title), i.e., 150 followed by

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online journals, i.e.,48 followed by magazines, i.e., 12 and a minimum number of newspaper collection available, i.e.,7.

It is determined that the highest number of collections available are books, and the least number of documents available in the library are newspapers.

Table: 7.5. Purchase of books in Asiatic Society Library.

SL No	Year	No of Printed Books
1	2015-16	560
2	2016-17	847
3	2017-18	705
4	2018-19	975
5	2019-20	1237

Table 7.5 shows printed books purchased during 2015–20 in the Asiatic Society Library, Kolkata. It was found that the highest number of books purchased during the year 2019-20, i.e.,1237 followed by 2018-19, i.e.,975 followed by 2016-17, i.e., 847 followed by 2017-18, i.e., 705 and the less number of books purchased during the year 2015-16, i.e., 560 respectively.

So, it was found that the maximum number of books purchased during the year 2019-20 and the minimum number of books purchased during the year 2015-16.

Table: 7.6. Yearly Subscription of Periodicals or Journals (Prints and Electronics) (2014-2020)

SL No	Year	Journals	
		(Printed)	(Online)
1	2014-15	62	NA
2	2015-16	68	NA
3	2016-17	64	NA
4	2017-18	64	48
5	2018-19	76	48
6	2019-20	85	85

Table 7.6 determined the subscriptions to printed and online periodicals (2014–2020). It was found that the highest number of printed periodicals subscribed during the year 2019–20, i.e.,85 followed by 2018–19, i.e., 76 followed by 2015–16, i.e., 68 followed by 2016–17 and 2017–18, i.e., 64 each, and the least number of printed periodicals during the year 2014–15, i.e., 62. And the Asiatic Society Library also subscribed to a few online journals during 2019–20, i.e., 85 followed by 2017–18 and 2018–19, i.e., 48 each.

So, it was determined that the maximum number of printed periodicals subscribed during the year 2019–20 and the minimum number of printed periodicals subscribed during the year 2014–15. ASL also subscribed to the highest number of online journals in 2019-20 and less number of online journals subscribed in 2017-18 and 2018-19, respectively.

Table: 7.7. Documents received on gifts and exchange (2015-20)

SL No	Years	Documents received on Gift & Exchange
1	2015-16	269
2	2016-17	382
3	2017-18	478
4	2018-19	208
5	2019-20	326

Table 7.7 shows the documents received through gifts and exchanges during 2015–20 in the Asiatic Society Library. It was found that the maximum number of documents received during the year 2017-18, i.e.,478 followed by 2016-17, i.e.,382 followed by 2019-20, i.e.,326 followed by 2015-16, i.e., 269 and the minimum number of documents received during the year 2018-19, i.e.,208 respectively.

It is determined that the highest number of gifts and exchanges were received by the ASL in 2017-18, and fewer documents were received in 2018-19.

Table: 7.8. Librarian response about collection development and Policy

SL No	Statement	Yes/No
1	Budget allocation for purchasing of library resources	Y
2	Adequacy of library budget	Y
3	Staff involvement in library materials selection	Y
4	Proper standing order and book review for document acquisition	Y
5	Availability of collection development policy	Y
6	Availability of collection development policy for e-resources	N
7	Availability of Gifts and Exchange program in library.	Y

Table 7.8 describes the statements about the collection development policy by librarian response. It was found that the ASL allocated a budget for the purchase of library resources as well as library staff were involved in material selection. In terms of the Collection Development Policy (CDP), the policy for collection development was available as well a proper standing order was followed for document selection, and the library budget was also adequate. But ASL did not have any collection development policies for electronic resources.

B. User Response's

Table: 7.9. Gender wise respondents.

SL No	Gender	Respondents	Percentage
1	MALE	205	58.23
2	FEMALE	147	41.76
3	TOTAL	352	100

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Table 7.9 shows the gender-wise respondents using Asiatic Society Library (ASL) resources. It was found that 58.23% of respondents were from the male category, and 41.76% of respondents were from the female category. About 352 respondents were recorded by the researchers, of whom 205 were male and 147 were female.

Table: 7.10. Age wise respondents

SL No	Age	Respondents	Percentage
1	15-25	134	38.06
2	26-35	104	29.54
3	36-45	65	18.46
4	46-55	28	7.96
5	56-65	14	4.00
6	66-75	05	1.42
7	76-85	02	0.56
8	TOTAL	352	100

Table 7.10 determines the age-wise respondents using the Asiatic Society Library. It was found that the highest number of respondents were aged 15–25 years, i.e.,38.06%, followed by 26-35 years, i.e., 29.54%, followed by 36-45 years, i.e.,18.46% followed by 46-55 years, i.e.,7.96% followed by 56-65 years, i.e.,4% followed by 66-75 years, i.e., 1.42% and the least number of respondents were from the age block of 76–85, i.e.,0.56%.

It states that the maximum number of respondents from the age block was 15–25 years, and the minimum number was 76–85 years, respectively.

Table: 7.11. Use of Printed Materials by the users in the Asiatic Society Library.

SL No	Items	MF	F	SF	R	N	M	R
1	General Books or Monographs	152 (43.18)	111 (31.53)	62 (17.61)	19 (5.39)	8 (2.27)	4.07	1
2	Periodicals	140 (39.77)	121 (34.37)	41 (11.64)	17 (4.82)	33 (9.37)	3.90	3
3	Children Magazine	66 (18.75)	46 (13.06)	74 (21.02)	108 (30.68)	58 (16.47)	2.86	7
4	Manuscripts	65 (18.46)	62 (17.61)	52 (14.77)	72 (20.45)	101 (28.69)	2.76	8
5	Reference Materials	84 (23.86)	73 (20.73)	61 (17.32)	53 (15.05)	81 (23.01)	3.07	6
6	Subjective Books	126 (35.79)	101 (28.69)	61 (17.32)	35 (9.94)	29 (8.23)	3.73	4
7	General Magazines	144 (40.90)	118 (33.52)	38 (10.79)	26 (7.38)	26 (7.38)	3.93	2

8	Newspapers	63 (17.89)	105 (29.82)	121 (34.37)	38 (10.79)	25 (7.10)	3.40	5
9	Newspaper Clippings	39 (11.07)	64 (18.18)	71 (20.17)	128 (36.36)	50 (14.20)	2.75	9
10	Bulletins and Newsletter	51 (14.48)	53 (15.05)	39 (11.07)	87 (24.71)	122 (34.65)	2.5	10
11	Reprints/ Maps/ Globes	26 (7.38)	37 (10.51)	64 (18.18)	121 (34.37)	104 (29.54)	2.31	11

(Figures within parenthesis represent percentage)

MF= Most Frequently, F= Frequently, SF= Somewhat Frequently, R= Rarely, N= Never, M= Mean, R=Rank

It was revealed from the above table 7.11 that the most frequently used printed materials were general books or monographs 152, i.e., (43.18) followed by general magazines 144, i.e., (40.90%) followed by periodicals 140, i.e., (39.77%) followed by subjective books 126, i.e., (35.79%) respectively. In contrast, maximum frequently used library printed materials were periodicals 121, i.e., (34.37%), followed by general magazines 118, i.e., (33.52%) followed by general books and monographs 111, i.e., (31.53%) followed by reference materials 73, i.e., (20.73%) and less frequent use printed materials were 37, i.e., (10.51%). It was also found from the above table that somewhat frequently used printed materials were newspapers 121, i.e., (34.37%), followed by children's magazines, 74, i.e., (21.02%) and followed by newspaper clippings 71, i.e., (20.17%) respectively. Highest rarely used library printed materials were newspaper clippings 128, i.e., (36.36%), followed by reprints/maps/globes 121, i.e., (34.37%), followed by 108, i.e., (30.68%) respectively. Lastly, the maximum never used materials were bulletins and newsletters 122, i.e., (34.65%), followed by reprints/maps/globes 104, i.e., (29.54 %) and followed by manuscripts 101, i.e., (28.69%) respectively.

It was found that the highest most frequently use of books were 152 i.e.,43.18%, frequently used of periodicals 121 i.e.,34.37%, somewhat frequently use of newspapers 121 i.e.,34.37%, rarely use of newspaper clippings 128 i.e.,36.36%, never use Reprints/ Maps/ Globes 104 i.e.,29.54% respectively.

It was also found that in ASL, General Books or Monographs were most used by the users. It has (M= 4.07, R=1), followed by General Magazines (M=3.93, R=2) followed by Periodicals (M=3.90, R=3) followed by Subjective Books (M=3.73, R=4) followed by Newspapers (M=3.40, R=5) followed by Reference Materials (M=3.07, R=6) followed by Children Magazine (M=2.86, R=7) followed by Manuscripts (M=2.76, R=8) followed by Newspaper Clippings (M=2.75, R=9) followed by Bulletins and Newsletter (M=2.5, R= 10) followed by Reprints/ Maps/ Globes (M=2.31, R=11) respectively.

Table: 7.12. Purpose for the use of Library Resources in Asiatic Society Library

SL No	Items	RW	CeW	S	PW	LtU	NA	M	R
1	General Books or Monographs	26 (7.38)	76 (21.59)	113 (32.10)	41 (11.64)	29 (8.23)	67 (19.03)	3.51	4
2	Periodicals	128 (36.36)	79 (22.44)	57 (16.19)	24 (6.81)	51 (14.48)	13 (3.69)	4.48	2

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3	Children Magazine	3 (0.85)	12 (3.40)	67 (19.03)	87 (24.71)	172 (48.86)	11 (3.12)	2.78	7
4	Manuscripts	112 (31.81)	26 (7.38)	39 (11.07)	42 (11.93)	21 (5.96)	105 (29.82)	3.51	4
5	Reference Materials	75 (21.30)	24 (6.81)	49 (13.92)	65 (18.46)	105 (29.82)	34 (9.65)	3.42	9
6	Subjective Books	82 (23.29)	128 (36.36)	88 (25)	25 (7.10)	24 (6.81)	5 (1.42)	4.57	1
7	General Magazines	4 (1.13)	64 (18.18)	21 (5.96)	62 (17.61)	162 (46.02)	39 (11.07)	2.77	8
8	Newspapers	53 (15.05)	121 (34.37)	57 (16.19)	25 (7.10)	81 (23.01)	15 (4.26)	3.98	3
9	Newspaper Clippings	42 (11.93)	65 (18.46)	62 (17.61)	61 (17.32)	93 (26.42)	29 (8.23)	3.36	5
10	Bulletins and Newsletter	3 (0.85)	84 (23.86)	36 (10.22)	71 (20.17)	64 (18.18)	94 (26.70)	2.88	6
11	Reprints/ Maps/ Globes	3 (0.85)	51 (14.48)	38 (10.79)	25 (7.10)	85 (24.14)	150 (42.61)	2.32	10

(Figures within parenthesis represent percentage)

RW= Research Work, CeW= Competitive Exam Work, S= Study, PW= Personal Work ,LtU= Leisure time Use and NA= Not Answered

Table 7.12 shows the purpose for the use of ASL resources. The users used most of the printed materials for research purposes were periodicals 128, i.e., (36.36%) followed by manuscripts 112, i.e., (31.81%), and followed by subjective books 82, i.e., (23.29%) respectively. Moreover, subjective books 128, i.e., (36.36%) followed by newspapers 121, i.e., (34.37%) followed by bulletins and newsletters 84, i.e., (23.86%) users used printed materials to appear in competitive examinations. Likewise, users used printed materials for only study, general books and monographs 113, i.e., (32.10%), followed by subjective books 88, i.e., (25%) and children's magazine 67, i.e., (19.03%) respectively. Later, children's magazines, 87, i.e., (24.71%), followed by bulletins and newsletters, 71, i.e., (20.17%) are used for personal work. On the other hand, users used children's magazines 172, i.e., (48.86%), followed by general magazines 162, i.e., (46.02%), followed by reference materials 105, i.e., (29.82%) in leisure time.

In ASL, Subjective Books were most used by the users, and it has (M=4.57, R=1), followed by Periodicals (M=4.48, R=2) followed by Newspapers (M=3.98, R= 3) followed by General Books or Monographs (M=3.51, R=4) followed by Manuscripts (M=3.51, R=4) followed by Newspaper Clippings (M= 3.36, R=5) followed by Bulletins and Newsletter (M=2.88, R=6) followed by Children Magazine (M=2.78, R=7) followed by General Magazines (M=2.77, R=8) followed by Reference Materials (M=3.42, R=9) followed by Reprints/ Maps/ Globes (M=2.32, R=10) respectively

8. SERVICES

Asiatic Society Library provides various types of services to the members as well as non-members. Services were provided by libraries as followed.

8.1 Issue return of books

Books issued by the Asiatic Society Library (ASL) main function as the circulation counter for books for members, non-members, research scholars, and staff of the Asiatic Society. The library also provides books for readers and home use. The library also charged late fees for books borrowed but not returned within a certain time frame.

8.2 Access to current issues and back volumes of journals

ASL also allows users to access current and previous volumes of periodicals or journals. Journals were made available to both Indian and foreign scholars.

8.2 Access to database

ASL also provides online resources through its database on the library website, which is only accessible within the library. About 42 journal titles were subscribed to on a trial basis, and the library provided online textbooks for the users.

8.4 Access to manuscripts & rare books

ASL is mainly known for its manuscripts and rare books. Various old manuscripts and rare books were available in the 7th century AD, and languages such as Ancient Indian Languages such as Prakrit and Sanskrit, Modern Indian Languages, Western languages and Other languages. Manuscripts were scanned to supply readers, scholars and renowned institutions as their requisition.

8.5 Photocopying service

The reprographic section of the library also offers photocopying services to users. Xerox copies of books are also offered to Indian and foreign scholars.

8.6 Bibliographic service

ASL provides bibliographic services to users. The library provides a systematic, descriptive list of published (books, periodical articles, etc.) as well as unpublished material pertaining to a specific subject for reference and study.

8.7 Current awareness service

ASL also provides current awareness services let members and researchers know about new books and articles that have come out in their fields. ASL also offer these services and use different ways to stay up to date on academic and professional literature.

8.8 Reference service (both short term & long term)

ASL provides personal assistance to users who are seeking information. The library staff also provides online reference services.

9. LIBRARY AUTOMATION

Six trainees were hired temporarily as part of the library's automation. They entered data into the Libsys package for complete cataloguing and other related activities. For 3015 vols., data is available. From September 2020 to March 2021, the Library Trainees documented volumes in LibSys. During the period, the library staff entered information on 526 books of literature.

10. DIGITIZATION

The digital archive of society has been revamped and 542 manuscripts, 585 microfiche collection materials, 425 books have been uploaded to the internal server of society. Presently, the the archive is available only on the LAN of the Society premises.

11. RECOMMENDATIONS AND SUGGESTIONS

- The Asiatic Society Library should provide intensive electronic resources such as electronic books, databases, E-dictionary, online newspapers, subject gateways, and electronic journals.
- The library should make a well-organized plan for the utilization of printed documents.
- The library should provide online services such as Ask a Librarian's use of Web 2.0 and Web 3.0 technologies in library websites.
- The library should have an intensive written collection development policy for printed as well as electronic documents.
- The building and space of ASL are minimal for users, so the government should expand its building to accommodate more users.

CONCLUSION

The condition of public libraries in India needs to be better. On the other hand, public libraries in developed countries are beautiful and advanced in technology. Despite the fact that most Indian states have passed the Public Library Act, it was discovered that a large number of public libraries only provided traditional services such as books issued and returned. Users can access electronic services at very few public libraries. So, it is high time for public libraries to provide users with different electronic or online services.

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