BLIS S1-01

ONE YEAR BACHELOR DEGREE IN LIBRARY AND INFORMATION SCIENCES

SEMESTER-I

FOUNDATION OF LIBRARY AND INFORMATION SCIENCE

Guru Prasad Das School of Interdisciplinary and Vocational Studies

KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

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COURSE INTRODUCTION

Welcome to this course on "Foundation of Library and Information Science" a broad course designed to provide a solid foundation in the principles, development, and current practices of library and information science. We start our journey by going through the different types of libraries, including national, public, academic, and special libraries and understanding the distinct functions and services of each type.

The historical development of library and information science is traced and focused on the library movement in India and the significant contributions of like S.R. Ranganathan, Melvil Dewey etc, How the field has evolved into a distinct academic discipline and explore the state of library science education in India.

Five Laws of Library Science by S.R. Ranganathan form the essentials of library and information science. This unit explores each of the 5 laws and highlighting their significance with modern interpretations. Information societies, the social origins of libraries, their associations, and their duties are discussed here. We will also examine the changing role of libraries and information science centers in the digital age.

International associations Like IFLA and UNESCO and National library associations such as ALA, ILA, and IASLIC are pivotal in shaping library practices within countries and nations. The course focuses on their functions and contributions to the library profession in their respective nations. State-level library associations, including the Assam Library Association, Bengal Library Association, and Madras Library Association, play vital roles in regional library development.

Library legislation is crucial for the development and regulation of libraries. Its need, components, characteristics, and role of various bodies in enacting library legislation, with a particular focus on India are discussed here. We will also discuss the Model Act proposed by S.R. Ranganathan and its influence on Indian library legislation. Understanding information acts and policies, such as Intellectual Property Rights (IPR), copyright, censorship, and the Right to Information (RTI) Act, is essential for library professionals.

The field of librarianship is dynamic and ever-changing. The curriculum delves into the professional facets of library and information science, encompassing necessary competencies, prerequisites, range of employment opportunities, and obstacles encountered by LIS practitioners. The way libraries are staffed is essential to how well they operate. of librarians, academic standing, governance within libraries, and the elements of library regulations are also covered. Fundamental to the profession of librarianship is ethics. The course covers professional ethics, the code of ethics for librarianship, and the problems and difficulties associated with ethical dilemmas in the industry. In conclusion, we will examine the goals, requirements, and varieties of library extension services. Gaining an understanding of these will improve the library's community influence and reach.

This course aims to provide you a derailed understanding of library and information science, preparing you for career in this evolving field.

UNIT- 1 : LIBRARY

UNIT STRUCTURE

1.1 Learning Objectives

1.2 Introduction

1.3 Library

1.4 Types of Libraries

- 1.4.1 Based on Mission
- 1.4.2 Based on Technology
- 1.4.3 UNESCO's Division

1.5 National Library

1.6 Public Library or Public Lending Library

1.7 Academic Library

1.8 Special Library

1.9 Archives

1.10 Let Us Sum Up

1.11 Answers to Check Your Progress

1.12 Further Reading

1.13 Model Questions

1.1 LEARNING OBJECTIVES

After completing this unit, you will be able to:

- Define a library;
- Define and describe various types of libraries;
- Know about the collection and services of a distinct type of library.

1.2 INTRODUCTION

Libraries are welcoming spaces with a wealth of ideas that anybody may use, appreciate, and enjoy. Typically, they contain lengthy book lanes with rows of titles. The materials are arranged for quick and easy browsing

using a categorization approach. Reference materials are kept in supplementary, private rooms of certain libraries. Members only may be able to access these regions, or customers may have to make a "stack request" in order to have content from locked stacks retrieved.. In today's context, most of the libraries provide open access to its entire collection.

Technical services handle new materials, from selection to cataloging. Collection development manages material orders and budgets. Circulation oversees loans, returns, and shelving. Reference staff answers queries and organize programs. Libraries now offer diverse formats and digital databases accessible online, becoming comprehensive information centers.

1.3 LIBRARY

The previous concept about a library ("library" from the Latin word liber=Book) was that "it is a store house and books were meant for preservation". The librarian was supposed to be a custodian who did not encourage the use of books. So libraries tended to be passive and archival institutions. The modern concept of library is a collection of information resources and services, organized for use and maintained by a library authority or government. The collection and services are used by people.

ALA glossary of Library and Information Science has defined library as "a collection of materials organized to provide physical, bibliographical and intellectual access to a target group, with a staff that is trained to provide services and programmes related to the information needs of the target groups." According to Dr. S. R. Ranganathan, the father of library science in India, "a library is a public institution or establishment charged with the care of collection of books, the duty of making them accessible to those who require the use of them and the task of converting every person in its neighborhood into a habitual library goers and reader of books."

A library collection, also known as holdings, refers to all the materials owned by a library, such as books, manuscripts, government documents, and recordings. These items are catalogued for easy access by library users. The Encyclopaedia of Library and Information Science defines it as the total accumulation of library materials.

1.4 TYPES OF LIBRARIES

No single library can contain the information sought by every potential user; as a result, different types of libraries exist to serve different needs. Libraries can be divided into categories by the following methods.

1.4.1 Based on Mission

Based on Mission Libraries are categorized in following catagories:

a) National Library: The mission is to preserve the cultural heritage of a Nation. Eg. The National Library of India, Kolkata.

b) Public Library: A free informational and recreational institution. Its mission is to provide all reading material to all people without any fee.

c) Academic Library: The libraries that are attached with educational institutions are known as academic library. Its mission is to help the students, researchers, faculties in their study or research. The primary mission is to support the educational and research need of the parent institution. Academic libraries may be of the following types

i) University Library
ii) College Library
iii) School Library

d) Special Library: Libraries attached to special institution i.e. industrial firm, insurance company, All India Radio, Dordarshan Kendra, etc belong to this category. Their aim is to support the parent organization.

e) Personal / Private Library: A library owned by an individual or family or a a library with reading materials collected, maintained and intended to be used by a single person or a family.

f) Archives: An organized collection of the noncurrent records of an institution, government, organization, or corporate body, or

the personal papers of an individual or family, preserved in a repository for their historical value.

1.4.2 Based on Technology

The shift from traditional libraries to digital ones is evident. Closed access libraries are moving towards open access, then to automated, electronic, and ultimately virtual libraries. The future remains uncertain, but based on current technology, libraries today can be categorized into various types based on how they process information and serve users.

a) **Library (Traditional):** Traditional libraries primarily hold print materials and manuscripts, often information is hard to locate, limiting accessibility for users. Additionally, these libraries are confined within physical boundaries, further limiting access to their resources.

b) **Automated Library:** A library with machine-readable catalogues, computerized acquisition, circulation and OPAC is called as automated library. The holding of this type of libraries is same as that of traditional libraries.

c) **Electronic Library:** When an automated library is equipped for LAN (Local Area Networking) and CD- ROM networking then it is known as electronic library. The resources of the electronic libraries are in both print and electronic forms, but resources are not available over the web. The electronic Medias are used for storage retrieval and delivery of information.

d) **Digital Library:** A digital library (DL) is an advanced form of an electronic library. It acquires publications like E-journals accessible over the web. High-speed optical fibers enable LAN for internal use and WAN for external access. DL offers diverse internet services like audio/video conferencing. Holdings are mostly computer-readable, with a dedicated database, acting as a gateway to online resources. Unlike traditional libraries,

DL's collection is digital and accessible via the World Wide Web.

e) Virtual Library: Virtual Library refers to the scientifically managed collection of information resources and services on-site as well as off site that are available in a virtual reality environment and accessible electronically through the internet at any time from any geographical location.

f) Hybrid Library: Hybrid libraries operate in both digital and print formats, serving as a bridge between traditional and modern methods. They are seen as the future norm due to enduring preferences for physical books, ease of use with paper documents, challenges with digital compatibility and display standards, and the need for specialized equipment for digital reading.

Though, in the above, an attempt is made to categorize the different types of libraries based on the technology used but in reality there is no strict line of demarcation between the last four types of libraries.

1.4.3 UNESCO's Division

An overall classification of all types of libraries has been made by UNESCO in "Recommendations concerning the international standardization of library statistics" adopted by the General Conference at its 16th session (Paris, November 13, 1970).

a) National libraries

b) Libraries of institutions of higher education
   - i) University library
   - ii) Libraries attached to university / institute or department.
   - iii) Libraries which are not part of a university.

c) Other major non specialized libraries

d) School libraries (Size of collection only printed materials and manuscripts).

i) Up to 2,000 volumes.

ii) From 2,001 to 5,000 volumes.

iii) More than 5,000 volumes.

e) Special libraries open to the public.

f) Special libraries, reserved for their primary user.

g) Public (or popular) libraries financed by the public authorities, size of collection (Only printed material and manuscripts).

i) Up to 2,000 volumes.

ii) From 2,001 to 5,000 volumes.

iii) From 5,001 to 10,000 volumes.

iv) More than 10,000 volumes.

Libraries can also be grouped based on the thought contents of procuring document as Architecture libraries, Fine arts libraries, Law libraries, Medical libraries, Theological libraries, etc. It can also be grouped based on the user or patron of the library as Prison library, Library for blind, Public library, Military community's library, Children library (actually children library has grown as an offshoot of the public library functioning as a part of it. In some cases it has grown independently), Private library, etc.

1.5 NATIONAL LIBRARY

The governments of most major countries support national libraries. The national library has a national responsibility. It stands as the apex institution for library services in a country and is funded by National government. Three noteworthy examples are the U.S. Library of Congress (located in Washington, D.C.), Canada Library and Archives and the British Library. The countries which wish to preserve their particular culture, have established a national library, with the provision of legal deposit. In addition to having a law requiring the publishers to deposit books, those countries with legal deposits usually has many other incentives for a proper and speedy deposit, such as a tie-in with laws affecting copyright of the same

documents, and/or a cataloguing- in- publication service.

a) **Definition:** A national library is a library specifically established by the government of a nation to serve as the preeminent repository of information for that country.

According to UNESCO's definition "National library of a country is the one responsible for collecting and conserving that country's book production for the benefit of future generation."

According to the ALA glossary of library and information science, a national library is "A national library is a library recognized by the national government and funded by it. It may collect the nation's publications, create a national bibliography, organize international publications for scholars, produce bibliographic tools, manage a library network, offer services to the government, and fulfill other duties specified by the national government."

It has a comprehensive collection of the published output of a nation to serve the nation as a whole. Unlike public libraries, National Library rarely allows citizens to borrow books. Often, it includes numerous rare, valuable, or significant works.

b) **Objectives:** According to International Federation of Library Associations and Institutions (IFLA) "national libraries often serve as a national forum for international programmes and projects. They may have a close relationship with national governments, may be concerned with the development of national information policies, and may act as a conduct for the views of other sectors of the profession. Occasionally, they also serve the information needs of the legislature directly". Some of the objectives of national libraries are

i) To acquire and conserve the whole of the national production via legal deposit (i.e., copyright) of the national imprint (both print and electronic);

ii) The provision of central services (e.g., reference, bibliography, preservation, lending) to users both directly and through other library and information centres [(i.e., Inter Library Loan (ILL)];

iii) The preservation and promotion of the national cultural heritage; acquisition of at least a representative collection of foreign publications;

iv) To undertake the production of current national bibliographies and also of retrospective national bibliographies;

v) To assemble material for a central register of manuscript collections and to keep it up to date;

vi) To set up a national plan for the acquisition of foreign materials in countries where no such plan exists;

vii) The promotion of national cultural policy; and leadership in national literacy campaigns.

c) Collections: National library is usually notable for its size, compared to that of other libraries. It is compressive in the extreme but it also concentrates on current, working collection. Its thrust is immediate use. National libraries are however still trying to collect all significant materials produced in the respective country as well as important documents published outside the country.

d) Services: Library services available throughout the world vary so much in detail from country to country that it is impossible to present anything but the most general picture of their activities. International organization for Standardization has recognized the following functions of a national library.

i) Responsible for acquiring and conserving copies of all significant publications published in the country, built up by legal deposit or under other arrangement;

ii) Hold and keep up to date a large and representative collection of foreign literature

iii) Produce a national bibliography;

iv) Publish a retrospective national bibliography;

v) Act as a national bibliographical information centre;

vi) Compile a union catalogue.

Apart for basic functions National library also perform some additional functions.

The national library is the central agent receiving information and inquiries and initiating library services for the common good. The national library should be the prime mover in library maters and should be expected to be the leading library in all fields. It should act as the hub of nation's research and reference and referral centre.

1.6 PUBLIC LIBRARY OR PUBLIC LENDING LIBRARY

A public library, maintained by the local community, provides free access to books and related materials. It serves as a social institution to promote reading and learning among the residents of the area. That's why public library knows as people's university. A public library, open for all and funded by public taxes, it offers free library services to its patrons. A public library mainly following below attributes:

i) Open to all without any distinction of caste, creed or sex;

ii) Free of any charge either in the form of security deposit or membership fee;

iii) Financed from public funds received by way of library rates and government grants;

iv) Supported by library legislation.

a) Definition: According to Ranganathan, the public library is established out of the public fund; it serves the general public of its locality; and it is essentially a service library.

The UNESCO Manifesto clearly states that "the public library should be established under the clear mandate of law, so framed as to ensure nation-wide provision of public library service". In short, a public library is a free library for the public, by the people and of the public. According to the UNESCO Public Library Manifesto 1994 (Revised),"the public library acts as a living force for education, culture and information and as an essential agent for the fostering of peace and spiritual welfare through the minds of men and women".

b) Objectives: The UNESCO Public Library Manifesto first issued in 1949 and revised in 1972 by the International Federation of Library Associations and Institutions on the occasion of International Book Year is a broad charter of public library goals. The purposes and objectives of the public library are described in relation to three basic concerns-

- The needs of people who use the libraries;
- The need to ensure that the library is located in suitable site; and
- The need to provide for effective means of operating it and developing its services.

c) Collections: The library's collection must reflect the evolution of knowledge and culture, being regularly updated and attractively presented. It should encompass literature, art, philosophy, history, biography, and topology. To support non-formal or self-education, libraries should provide educational materials, including introductory or standard works on various subjects. Recreational reading is also essential, as many library users seek it at times. Beyond books and periodicals, libraries should offer diverse media, such as maps, charts, microfilm, CDs, software, video tapes, DVDs, and Internet access facilities. This variety ensures that libraries serve as comprehensive resources for education and recreation.

d) Services: Public libraries serving as a hub for social interaction and daily activities. Their main role is to meet the public's information needs by providing resources for continuous education and staying updated with developments in various fields. Libraries help individuals to form their own opinions and enhance their creative and critical abilities. For those who are illiterate they offer audiovisual and mass media resources. Libraries lend books and other materials, including popular fiction, educational content, and nonfiction. They also maintain reference collections and cater to children with dedicated sections for books and videos. Services for specific groups, such as materials in large print, Braille, or other languages,

are also provided. Librarians offer research assistance, and larger libraries may have specialized desks for different subjects. Additionally, libraries provide community services such as meeting rooms, children's programs, and support for authors through Public Lending Right programs.

1.7 ACADEMIC LIBRARY

A library which are attached with any academic institution are known as "academic library".

i) School Library: School libraries cater to the needs of elementary, middle, high, and higher secondary schools.

ii) College Library: The college library meets the legitimate needs and demand of all their users from senior teachers engaged in research to fresh students just entering. The library server the reading, reference and research needs of the members of the college community.

iii) University Library: According to Donald Davinson library is the "soul" of a university, the sun around which all teaching revolves. The Radhakrishnan Commission in its report hailed the library as the very "heart of a university", the "workshop of the scholar" and "the laboratory of the learned".

a) Objectives: The general objectives of the academic libraries are

i) To serve the curricular, cultural and general education requirement of the academic community;

ii) To provide reference material at appropriate levels;

iii) To provide study areas of users;

iv) To provide a lending service appropriate to different types of users;

v) To provide an active information service.

These libraries are located on the campuses of school, colleges and universities and serve primarily the students and faculty of that institution and other academic institutions. Some academic libraries are also accessible to the general public in whole or in part, although borrowing

privileges are often limited for users affiliated with the college or university only.

b) Collections: The collections of academic libraries reflect the courses offered and research undertaken within the institution.

i. School Library: They play a crucial role in supporting learning and teaching activities. Elementary school libraries focus on acquiring picture books, biographies, travel books, folk tales, animal stories, reference materials, children's magazines, and audio-visual aids like films, video-cassettes, models, charts, photographs, and toys. Some may also offer computers with educational software. Middle school and junior high libraries expand their collections to include textbooks, popular science books, biographies, sports and games books, fiction, reference materials like dictionaries and encyclopedias, periodicals, and audio-visual resources. High school libraries cater to more advanced needs with larger collections and a broader range of materials suitable for higher grades.

ii. College Library: The college libraries build up a balanced collection consisting of a wide variety of learning and teaching materials to satisfy varied curricular and extra-curricular activities of both students and teachers. The collections are selected and developed on the basis of educational philosophy and objectives of the institution, size and nature of the student body, size of the faculty and their needs for research materials. The collection includes text books and recommended books, books of advanced nature for teacher, a wide range of reference books, travelogues, biographies, learned periodicals.

iii. University Library: The collection of the university library includes materials to meet the needs of post-graduate students as well as resources of sufficient breadth and depth to support serious scholarship in all areas. The collection, in fact, embraces a wide variety of subjects for learning, teaching, research and publishing. It provides a general collection, rare materials, newspapers and

periodicals, government publications, special materials such as theses, dissertations, archives, clipping, visual and audio-visual materials, digital objects, and so on.

c) Services: The academic library plays a vital role for students and faculty in higher education. It houses a wide array of materials across various disciplines, supporting both teaching and research. Many universities have extensive collections and offer orientation programs to familiarize users with library services and research tools, sometimes mandated by accreditation agencies.

i) *School Library:* Elementary school libraries are vital for children as they introduce them to books and resources early on. Librarians play a key role in teaching kids how to use the library not just for schoolwork but also for pleasure reading and general knowledge. Middle school and junior high libraries focus on keeping students interested in learning and offer larger collections and digital resources. They help students learn to navigate catalogs, find books, and use the library effectively. Some schools even integrate library time into the daily schedule. High school libraries are more extensive and cater to a significant portion of the student body. They offer various resources, including reference materials, computer labs, and spaces for college or vocational guidance. Overall, school libraries support education by providing materials, encouraging reading, and aiding students in their academic and career pursuits.

ii) *College Library:* The basic function of the college library is to assist its parent institution to carry out its programmes. It must serve the needs and requirements of teachers and students towards reading, study and research. Its educative function includes- providing materials to the college community, making materials easily accessible, arranging orientation programmes in the use of the library, providing bibliographical information to the faculty, arranging inter-library loan, and similar others.

iii) *University Library:* The university libraries provide ready access to materials and facilities such as translation, typing, photocopying. In an effort to provide more efficient service the university library often participates in co-operative undertaking in networking, consortia, interlibrary lending, co- operative and centralized cataloguing and compilation of bibliographies. By accumulating and organizing materials, the library serves as an invaluable aid in the conservation of knowledge and as an active force in teaching, research and extension programme of the university. It also provides a variety of library documentation and information services necessary for the success of the formal programmes of instruction. It also participates in the interpretative function of the university through assistance to the faculty and research staff.

1.8 SPECIAL LIBRARY

Private businesses, public organizations like hospitals and museums, research laboratories, law firms, and various government departments and agencies run libraries falling into this category.

Definition: The special library is concerned with the literature of a particular subject or group of subjects. According to R. Astall, "special libraries serve a specialist clientele, located within a single establishment or group, and all engaged in working towards one common purpose".

The Association of Special Libraries and Information Bureau (ASLIB) defined special library as "a department/ faculty responsible for the acquisition, indexing, and distribution (dissemination) of recorded knowledge directly concerned with the work of a specialized organization or a special group of users".

a) Objectives: The objectives of a special library are defined by its parent organization's goals, primarily centered around applying knowledge effectively to serve the parent body's interests. Therefore, the special library aims to advance these interests through specific actions, such as:

i) Provides information service, which enable the members of the organization to keep track of the significant developments in their field of interest;

ii) The librarian searches literature exhaustively and brings it to the notice of the organization;

iii) Provides information pin pointedly, exhaustively and promptly, thereby saving time of the users;

iv) Provides inspiration and stimulation to users by means of balanced collections and fine services.

b) Collections: Collections of the special libraries are developed to support their information services, both current and retrospective. It contains collections of unique materials to support the needs of advanced and highly specialized scholarship including internally generated information and information available from sources outsider the parent organization. These collections may include rare manuscripts, pamphlets and books, scientific documents, important printings of literary works, regional histories, original musical scores, journals, technical and research reports, translations, dissertations, patents, abstracts, directories, or other distinctive scholarly resources.

c) Services: Special libraries hold rare and valuable materials, usually limited to use within the library. Some parts of the public may have access. They often publish scholarly works, host lectures, and arrange exhibitions of important items. Providing information is a key service. The type of service varies based on user needs and available resources. Basic services include sharing information, answering questions, and guiding users. Intermediate services involve literature searches, creating bibliographies, and offering research materials. Advanced services include thorough literature searches and complex information services like Selective Dissemination of Information (SDI).

1.9 ARCHIVES

a) Definition: The word "archive" is derived from the Greek "arkhç" meaning government or order (compare an-archy, mon-archy). The word originally developed from the Greek "arkheion" which refers to the home or dwelling of the Archon, in which important official state documents were filed and interpreted under the authority of the Archon. Since "archive", as a noun or a verb, has acquired meanings related to computer science, Archivists tend to prefer the term "archives" (with an S) as the correct terminology to serve as both the singular and plural.

Typically in archives, important records that have been chosen for long-term preservation due to their enduring cultural, historical, or evidential value are found. Unlike titles, books or magazines with multiple copies, archival materials are usually unique and unpublished. Archives differ significantly from libraries in function and structure, although libraries may house archival collections.

An archivist is a person who works with archives. The study and practice of organizing, safeguarding, and facilitating access to data and materials in archives is known as archival science.

b) Objectives: The prime objectives of an archives are

i) Safe preservation as well as storage of the document in a climate control facility;

ii) Document classification and cataloguing

iii) Retrieval and safe handling of the document.

c) Collections: It contains records (primary source documents) having accumulated during the life of an individual or institution. The collection refers to all historical records (not just documents and manuscripts but videos, disks, and other tangible forms as well) held and preserved by an institution. Archival materials are not published; they are not always famous documents or necessarily old. The archives of an organization, like a corporation or government, typically contain records such as administrative files, business records,

memos, official correspondences, and meeting minutes. An individual's archives may include letters, papers, photographs, computer files, scrapbooks, financial records, or diaries created or collected by the individual, regardless of media or format.

d) Services: Professor and author Bruce Dearstyne identified the eight roles of the archivist

- The role of an agent to the past and the future meaning that the archivists must always bear in mind its historical significance and its importance to posterity.
- They must work in conjunction with related information fields. For example, many archivists work closely with librarians and records managers to determine the value of available records and their location in the repository.
- They act as organizers. This requires the archivists to manage, coordinate, and allocate resources in a manner that allows an easy access and use by staff and patrons.
- Archivists should act as evaluators of program materials by continually assessing records.
- They should assert control and order. This includes systematic filing and storing of items.
- They ensure physical survival of records through security, storage, and disaster planning.
- Archivists foster access to valuable records and so they must also encourage patrons and researchers to make use of their collections. They can do this through various promotional campaigns (articles or exhibits).
- Archivists act as public relations coordinators for their repository. They attempt reaching out to the community via conferences and presentations that demonstrate the importance and richness of their resources.



CHECK YOUR PROGRESS

A) Match the Following

a) Archives a) The father of library science in India.

b) National library b) Historical material.

c) Public Library c) National library.

d) Library of Congress d) National bibliography.

e) Dr. S. R. Ranganathan e) Free of charge

B) Find out True and False Sentences

a) University library comes under public library.

b) National Library of India located at Delhi.

c) Hybrid library only deals with digital document.

d) The UNESCO Public Library Manifesto first issued in 1949.

C) Fill in the Blanks

a) The UNESCO Public Library Manifesto first issued in 1949 and revised in.....

b) Library of Congress is a..... library.



1.10 LET US SUM UP

Libraries have been around for centuries, initially as places storing books for reading and reference. Today, they've evolved into service-focused institutions aiding users in efficiently accessing resources, encouraging reading habits, and catering to diverse materials, including digital material. They're pivotal in preserving and disseminating knowledge across time and industries, remaining cost-effective information hubs despite technological leaps. Modern libraries transcend physical spaces, offering e- resources and tools for navigating vast information. National libraries curate significant publications and foreign works, while public, academic, and school libraries serve their respective communities, students, and researchers. Specialized libraries and archives fulfill specific organizational or historical document preservation needs. Many libraries, born from donations and endowments, underpin today's vast collections.



1.11 ANSWERS TO CHECK YOUR PROGRESS

A)Match the Following

a) Archives	b) Historical material.
b) National library	d) National bibliography.
c) Public Library	e) Free of charge.
d) Library of Congress	c) National library.
e) Dr. S. R. Ranganathan	a) The father of library science in India.

B) Find out True and False Sentences

a) False b) False c) False d) True

e) True

C) Fill in the Blanks

a) 1972. b) National.



1.7 FURTHER READINGS

- Chakrabarti, B. (1993). *Library and information society.* World Press.
- Kumar, K. (1987). *Library organization.* Madhuban Education Books.



1.8 MODEL QUESTIONS

Q.1: Define a library.

Q.2. Define national library.

Q.3. What is called a public library?

Q.4. Define a special library.

Q.5. Define library? What are the various types of libraries?

Q.6. Describe the function of different types of libraries.

Q.7. Describe the various types of libraries based on technologies?

*** *** ***

UNIT 2: DEVELOPMENT OF LIBRARY & INFORMATION SCIENCE

UNIT STRUCTURE

2.1 Learning Objectives

2.2 Introduction

2.3 History

2.4 Library Movement in India

2.5 Ranganathan Contribution

2.6 Melvil Dewey Contributions

2.7 Development of Library and Information Science as a Subject

2.8 Library Science Education in India

2.9 Let's Sum Up

2.10 Answer to Check Your Progress

2.11 Further Readings

2.12 Probable Questions

2.1 LEARNING OBJECTIVES

After going through this unit, the learners will –

- Understand the history of libraries
- Learn about the contribution of Ranganathan and Dewey
- Know the progress of the LIS education

2.2 INTRODUCTION

The concept of libraries came into existence when people started documenting the information or the facts. The clay tablet, papyrus manuscripts were among the first forms of the documented resources. When manuscript writing became a practice and developed into a collection of manuscripts facilitating learning, then arose the need to store conserve them for the next generation. For preserving manuscript Archives were

developed that store valuable manuscripts, they were like store house of knowledge.

2.3 HISTORY

The history of libraries is a rich tapestry woven with the threads of human civilization's quest for knowledge and cultural preservation. The Library of Alexandria, founded in the 3rd century BCE in Egypt, can be called the earliest known library. It had vast collection of scrolls and manuscripts from across the ancient world, symbolizing the pursuit of knowledge in antiquity. Monastic libraries, such as those found in Monte Cassino in Italy and St. Gallen in Switzerland, were instrumental in preserving manuscripts and religious texts during the Middle Ages. The Gutenberg Bible, printed by Johannes Gutenberg in the 15th century, marked watershed moment in the history of libraries. Gutenberg's invention of the printing press revolutionized the dissemination of knowledge, laying the foundation for the proliferation of printed books and the rise of libraries worldwide. Eighteenth and nineteenth century saw rise of public libraries like establishment of British Museum in London in 1753, the British Museum Library (now the British Library) had extensive collection of books, manuscripts, and artifacts, reflecting the British Empire's intellectual and cultural pursuits.

Ninteenth century witnessed the formation of association of library, connecting libraries around the world and promoted professionalization of librarian ship. Library acts were enacted to support library development. With the advent of the internet the information dissemination of information revolutionized, generation, storage and dissemination of information started in digital formats. Changing the libraries system from physical system to digital library. Institutions like the Internet Archive and Project Gutenberg exemplify efforts to digitize and preserve cultural heritage materials, making them accessible to a global audience online.

2.4 LIBRARY MOVEMENT IN INDIA

Manuscript writte between the n in fourth century BC to sixth century AD is evident in India by Chinese travelers. In the fourth century AD, Nalanda University in Bihar had one of the oldest known libraries. The library constituted three buildings names Ratnasagar, Ratnadadhi, Ratnaranjak, together making a complex named "Dhramaganj" signifying mast of religion. Vikramsila, Odantapuri, Somapuri, Jagaddala, Mithila, Vallabhi, Kanheri, etc. were the other important academic libraries of that period. There was a great deal of activity in South India at that time as well, and the sangam age was a tradition regarding the libraries there. Buddhists have placed a strong emphasis on keeping up their collections and creating manuscripts. By founding numerous establishments known as Upasrayas and Temple Colleges, Jains and Hindus also made contributions to education and literary pursuits. The founder of Mahayana Buddhism, Acharya Nagarjuna, is rumored to have kept a library on the university building's top floor. Taxila is reported to have possessed an extensive collection.

Medieval Period:

In India, the Middle Ages continued until the late seventeenth century. Giants of knowledge and spirituality like Madhva, Ramanuja, and Sankara flourished throughout this period.

Individual Libraries: In India, aristocrats and kings have always subsidized education, promoting manuscript writing and preservation. Manuscript libraries were maintained even by princes of lesser nations. The early Mughal emperors supported literature, music, and the arts. In Purana Quila, Delhi, Humayun transformed a pleasure palace into a library. Akbar instituted changes in book storage and classification while also maintaining an "imperial library".

Public Libraries: The growth of European colonization in India throughout the seventeenth and eighteenth centuries had an impact on the establishment of libraries. During this time, circulation and subscription libraries began to exist. The Fort St. David library was founded at Cuddalore by the East India Company in 1707. The first circulating library in India was

given to Calcutta by the Society for the Promotion of Christian Knowledge in 1709. A number of these libraries were subsequently founded: the library at Fort St. George (1714), the library of the East India Company in Bombay (1715), the circulating library of John Andrews at Fort William, Calcutta (1770), and The Calcutta Circulating Library (1787).

Modern period (till nineteenth century):

Public Libraries: The contribution of Mughal rulers and missionaries in establishment of some libraries in modern age were seen. The scattered manuscripts of the early periods have been collected and preserved in many modern manuscripts libraries. A significant moment occurred in 1808 when the Bombay government suggested registering libraries to get copies of works written from monies intended to promote literature. This was the first time that the government had tried to register libraries and supply them with books. John Andrews's circulating library at Fort William, Calcutta, which was founded in 1770, was transformed into a public library in the beginning of the 1800s. Around the same time, a few public libraries started to pop up here and there across the nation. Among these are the United Services Library in Poona (1818), the Raghunandan Library in Puri (1821), the Bombay General Library (1830), the Asha Granthalaya in Waltair (1800), and others.

The Calcutta Public Library was founded in August 1835 with the goal of meeting the requirements of people from all social classes and levels. Jean Mitchel founded a modest library in 1860 as a component of the Museum in Madras. It was dubbed the Connemara Public Library when it was first made public in 1896. Given that there was only a small, refundable deposit needed, this library can be regarded as the first real public library. It was renamed the State Central Library in 1948. The Press and Registration of Books Act (XXV) was passed by the Indian government in 1867, and it mandates that book publishers provide free copies of their publications to both the national and provincial governments.

Maulvi Muhammad Baksh Khan's 1500 manuscript collection served as the foundational material for the Khuda Baksh Oriental Public Library,

which opened its doors in Patna in 1876. Since its public opening in 1891, the Government of India has assumed control of it and designated it as an Institute of National Importance. In 1891, the Imperial Library was also founded in Calcutta. The Imperial Library and the Calcutta Public Library were combined by the Imperial Library Act of 1902, which was issued by Viceroy of India Lord Curzon. The Imperial Library was renamed the National Library of India in 1948 after the Indian government passed the National Library Act, marking the country's independence.

By the end of nineteenth century, there were so-called public libraries in all of the province capitals and many of the district towns, particularly in the three presidencies (Bombay, Calcutta, and Madras).

Academic Libraries

The first and oldest university library in British India was founded on January 24, 1857, and is called Calcutta University Library. It had accumulated a sizable book collection by 1876- 1877 and offered its patrons printed catalog services. Dr. Nihar Ranjan Roy, a professionally trained librarian, was hired by the library in 1937. He improved library services by introducing the Anglo-American Cataloguing Rules (AACR) and the Dewey Decimal Classification (DDC) to India for the first time.

Madras University Library: The Madras University Library was established in 1907, and the first professionally qualified librarian in Indian history was Dr. S. R. Ranganathan, who joined as a librarian in 1924. The University Library moved to a new facility in 1936 after being housed in the Connemara Public Library since 1908. Then, five skilled reference librarians were hired to provide users with specialized reference services. In addition, the libraries at Banaras Hindu University (1916), Punjab University (1882), and Bombay University (1880) were founded.

Research Libraries: When the Asiatic Society of Bengal was founded in Calcutta in 1784, it immediately set about establishing a robust study library. Founded in 1804, the Asiatic Society of Bombay also developed a sizable library. The Victoria Technical Library in Nagpur was the country's first technical library when it opened its doors in 1806. In 1812, the Madras Literary Society established its library.

The emergence of public libraries as a progressive movement owes much to the visionary leadership of Maharaja Sayajirao Gaekwad III of Baroda state in 1906. Inspired by the public library system during his visit to the USA, he appointed William Allenson Borden as the curator of libraries in his state, marking a significant step towards modernizing library services. Despite initial successes, sustained progress faltered due to waning state interest. Nevertheless, Maharaja Sayajirao III's contribution remains etched in the annals of India's library history.

The library movement in Baroda took root through the efforts of Motibhai Amin and Newton Mohan Dutta, in 1960. Individuals like Sir Iyyanki Venkata Ramanayya, Monindra Dev Rai Mahashaya, and Master Motilal made notable contributions in Andhra Pradesh, Bengal, and Jaipur respectively. Figures like Sant Ram Bhatia in Punjab and Kumudeshar Barthakur in Assam propelled the movement forward through grassroots initiatives.

The Indian library movement was largely pioneered by S.R. Ranganathan. At the All Asia Educational Conference in 1930, he presented the idea of an integrated library system. States like Tamil Nadu, Andhra Pradesh, and Karnataka derived their legislative frameworks from his model library act.

Additionally, library associations played pivotal roles in nurturing the movement.The Andhra Desa Library Association and the All Indian Library Association, later reconstituted under Dr. S.R. Ranganathan's guidance, spearheaded professionalization efforts. Regional associations like the Bengal Library Association and the Madras Library Association bolstered development at the grassroots level.

Government's Five-Year Plans, provided crucial impetus initiatives like the formation of a National central library and funding allocations for district-level libraries underscored a commitment to nationwide library infrastructure development. In 1972, the government established the Raja Rammohan Roy Library Foundation in honor of Raja Rammohan Roy's legacy which improved library services. Through a confluence of individual

initiative, organizational efforts, and government support, the Indian library movement continues its journey towards accessibility and excellence.



CHECK YOUR PROGRESS

Q1. _____ is the earliest known library, founded in 3rd century BCE in Egypt.

Q2. _____ was the first university library established in British India.

2.5 RANGANATHAN CONTRIBUTION

Contribution of S, R. Ranganathan is considered remarkable and designated as father of the Library Science in India. His contribution includes-

- Some of the notable Research work includes the Colon Classification, the Five Laws of library Science, Prolegomena to library classification, Classified Catalogue Code, Documentation and its Facets, Library administration.
- Colon Classification system based on the idea of facets transformed the knowledge classification. It was adaptable and efficient approach to organize library materials.
- He contributed significantly in the development of information retrieval techniques, including the notion of chain indexing and the use of vocabulary control for subject indexing.
- He founded the Documentation Research and Training Centre (DRTC) in Bangalore, India, which became a prominent institution for research and education in information science, that foster innovation.
- Ranganathan played a pivotal role in establishing library education programs in India, including the introduction of the first doctoral program in library science at Delhi University. His efforts contributed to raising the standards of library education and

training, shaping generations of librarians and information professionals.

- Ranganathan made significant contributions to library management practices, including the development of library cataloging rules and standards, and the promotion of efficient library administration.

2.6 MELVIL DEWEY CONTRIBUTION

Melvil Dewey (1851-1931) revolutionized library by introducing organization and classification systems. His impact is felt even today, as his Dewey Decimal Classification (DDC) system remains one of the most widely used classification schemes in the world. A few contributions are-

- Dewey Decimal Classification: Dewey's most notable contribution is the Dewey Decimal Classification aka DDC system, that was published in 1876. It categorizes knowledge into ten main classes, each further subdivides into ten divisions and then into ten sections. It organizes libraries collections systematically, making it easier for users to locate materials. In order remain present in the digital age, the DDC system has undergone constant updates throughout the years to reflect advancements with the growth of knowledge. The latest version being the DDC23rd edition.
- Standardization of Library Practices: Dewey supported the idea of standardization in library operations. Promoted the adoption of uniform and a standard cataloging rules, classification systems, and bibliographic standards to facilitate cooperation and resource sharing among libraries. He laid down foundation of the development of professional norms and best practices in librarianship.
- Library education: Dewey started first library school at Columbia College (now Colombia University) in USA, 1887. He advocated the professional education by specialized training for librarians to elevate the status of librarianship.
- Expansion of the library by association: He promoted international cooperation among libraries and librarians by being the founding

member of the "International Federation of Library Association and Institute" (IFLA) and "American Library Association" (ALA) in 1927.

2.7 DEVELOPMENT OF LIBRARY AND INFORMATION SCIENCE AS A SUBJECT

For working in library, one use to learn under the experienced library practitioner. With the increase in complexity and need of more library worker a proper mentorship raised. Melvil Dewey began first library school in 1887 at Columbia College, USA presently Columbia University. The success of this program motivated other universities as well to start professional degree program.

Library Science education

In early 19th century, apprenticeships were the route to learning librarianship. However, as technology advanced and the subjects became more complicated, the duties performed by librarians became more sophisticated as well, and the education moved to university-based professional schools.. Melvil Dewey pioneered this shift by founding the first library school at Columbia College in 1887 and later moving it to the New York State Library in 1889. Dewey's successful training model, along with Charles Williamson's book "Training for Library Service" in 1923, spurred the establishment of professional degree programs in library science at various institutions.

2.8 LIBRARY SCIENCE EDUCATION IN INDIA

- Service training by the first librarian of Imperial Library, John Macfarlane was started from 1901 to 1906 for staffs and interested individuals in librarianship.
- In 1911, the ruler of Baroda Siyaji Rao Gaikwad appointed American librarian William Allenson Borden, a follower of Melvil Dewey to initiate a training school of library education in 1912. He also started classes for town librarian in 1913.

- In 1912, The Punjab University appointed Mr. Asa Don Dickinson, a librarian so that he could begin a three-month library science course in 1915. In India, this is the first university course.
- In 1915, Asa Don Dickinson introduced a three-month library science course at Punjab University, Lahore, marking the inception of the first university-level program in India for library science.
- In 1920, Vijayawada hosted library worker training classes at Andhra Desa (presently Andra Pradesh and parts of Orissa, Karnataka and Maharashtra). In the same year M. Visweswaraya, Dewan of Mysore offered librarianship training under library development program.
- Madras Library Association started a summer school for the college librarians and lecturers managing college libraries in 1928 and 1930. A certificate course on library science was introduced by the association paving the way for professional development from 1929. Madras University, in 1931 adopted Association's training course.
- Andhra University in 1935 started a certificate course but later discontinued.
- Imperial Library, Calcutta in 1935 initiated a full-time Diploma course under guidance of K. M. Asudulah, continued until 1946.

PG Diploma

- University of Madras in 1937 replaced its three-month certificate course with a one- year PG Diploma, pioneering India's first PG Diploma in library science.
- Banaras Hindu University followed suit in 1942, becoming the second university to offer a postgraduate diploma in the field.
- Bombay University in 1943, initiated a similar diploma course.
- Government of India in 1953 launched program providing training for government staff which was accepted as an equivalent to university diploma courses.

Post-graduate Degree-

- The first Bachelor of Library Science Course in India. was launched Aligarh Muslim University in 1947
- University of Delhi established first Department of Library Science in 1946, offering the inaugural post-diploma degree course in 1948 and in 1949, it introduced a two- year Master of Library Science program.
- In 1956-1959 Library Science departments were established at Aligarh Muslim University, MS University of Baroda, Nagpur University, Osmania University, Pune University, and Vikram University.
- Madras University in 1960, replaced its full-time one-year diploma course with a Bachelor of Library Science degree course.
- In the late 1960s, Government Polytechnic for Women Rourkela introduced two-year post-matric diploma courses at institutes in Ambala, Bangalore, Chandigarh, Delhi, and Jalandhar.
- Dr. S. R. Ranganathan established the Documentation Research and Training (DRTC) at Bangalore in 1962 which initially offered 14-month courses but later extended to two years.
- Indian National Scientific Documentation Centre (INSDOC) launched short-term courses for Asian Documentalists in 1963, evolving into a one-year postgraduate course in Documentation and Reprography in 1964. Renamed as AIS in 1977, merging with NISCAIR in 2002, now offering "Courses in Information Science" with a focus on special and industrial libraries and information centers.
- A pioneering five-year integrated course in Library & Information Science was introduced the University of Calcutta by in 2010, first university to launch such course. With entry qualifications at Higher Secondary (10+2) level, this initiative encourages intentional career choices and enhances students' comprehensive understanding of LIS.

Research

- M. Phil in Library and Information Science was first started in 1980 by Delhi University. Then more universities started offering M. Phil.
- In year 1951.the doctoral degree in library science was first launched in Delhi University by Dr. S. R. Ranganathan. First doctoral degree was awarded to D. B. Krishan Rao in 1958 for his work on "Facet Analysis and Depth Classification of Agriculture" under Ranganathan's guidance. In 1977, Panjab University, Chandigarh, introduced the second Ph.D. program in the field.
- In 1992, Dr. B. B. Shukla was conferred with a D.Litt. by Utkal University, Bhubaneswar, marking a pioneering milestone in library science globally. This distinguished achievement heralded the university's claim to the first-ever D.Litt. in this field worldwide.



CHECK YOUR PROGRESS

Q3. First library school established by Dewey was at _____.

Q4. _____founded DRTC.



2.9 LET US SUM UP

The journey of libraries from ancient clay tablets to modern digital archives reflects humanity's enduring quest for knowledge and cultural preservation. Across millennia, libraries evolved, from the grandeur of the Library of Alexandria to the proliferation of public libraries in the 18th and 19th centuries. In India, institutions like Nalanda and Vikramsila laid early foundations, further enriched by Mughal patronage and missionary endeavors. Pivotal figures like Dr. S. R. Ranganathan and Melvil Dewey revolutionized library science, shaping education and professional standards. From apprenticeships to university-based programs, the evolution of library science education paralleled the expansion of libraries worldwide. Today,

libraries continue to serve as vital hubs for disseminating knowledge and safeguarding cultural heritage, bridging the past with the present and fostering intellectual growth for future generations.



2.10 ANSWERS TO CHECK YOUR PROGRESS

Ans 1: The Library of Alexandria

Ans 2: Calcutta University Library

Ans 3: Columbia College, USA

Ans 4: Dr. S. R. Ranganathan



2.11 FURTHER READINGS

- Kumar, K. (2001). Library Organization.Vikas Publishing House PVT LTD. Dhiman.
- A. K., & Rani, Y. (2005). Learn Library and Society. Ess Ess Publications.



1.8 MODEL QUESTIONS

1. Who was the first person to be awarded a doctoral degree in library science, and for what work?
2. Which university started first Bachelor of Library Science Course?
3. What was the significance of Dewey Decimal classification system in library organization?
4. What is considered S. R. Ranganathan's most notable contribution to library science?
5. What was Melvil Dewey's most notable contribution?
6. Briefly write the history of library.

*** *** ***

UNIT 3: FIVE FUNDAMENTAL LAWS OF LIBRARY AND INFORMATION SCIENCE

UNIT STRUCTURE

3.1 Learning Objectives

3.2 Introduction

3.3 Five Laws of Library Science

3.4 Significance of The Laws of Library and Information Science

3.5 Variants of The Five Laws of Lis

3.6 First Law: Books are for Use

3.7 Second Law: Every Reader his/her Book

3.8 Third Law: Every Book its Reader

3.9 Fourth Law: Save the Time of the Reader

3.10 Fifth Law: Library is a Growing Organism

3.11 Let Us Sum Up

3.12 Answers to Check Your Progress

3.13 Further Reading

3.14 Model Questions

3.1 LEARNING OBJECTIVES

After going through this unit, you will able to –

- Know the five laws of library and information science;
- Explain the need and usefulness of the five laws;
- Find out the implications of each law;
- Explain the variants of the five laws in the light of new perspectives.

3.2 INTRODUCTION

Libraries are liberated institutions for everyone?s benefit and enjoyment. Recently, much focus has been on popularizing library use.

Key issues include attracting readers, extending access to all classes, maximizing help for users, and saving time for both readers and library staff.

According to Shiyali Ramamrita Ranganathan who is considered all over India as the father of library science, "there can be no doubt however, that there are certain essential principles underlying the management of library according to the present days? need and conception". Ranganathan expounded these principles in a systematic form and reduced them to five cardinal principles. He has developed all these rules of library organization and management as the necessary implication and inevitable corollaries of his five laws.

3.3 FIVE LAWS OF LIBRARY SCIENCE

In 1924, Dr. S. R. Ranganathan comprehended the five laws of library science, which were finalized in 1928. These laws were detailed in a book published in 1931 by Bombay Asia Publishing House. These laws are widely regarded as the foundation of library science. Five laws of library science are a set of norms, percepts and guides to good practice of librarianship.

The five laws of library science are:

- Books are for use.
- Every reader his/her book (i.e. books are for all).
- Every book its reader (i.e. every book in a library must find its reader)
- Save the time of the reader (i.e. a user is supposed to be a busy person. So his / her time must be saved). Corollary: Save the time of the staff.
- Library is a growing organism (A library always grows in terms of document i.e. book, reader or user and staff).

Initially, Ranganathan formulated four laws (Laws 2-5). The first law was developed later, inspired by a casual suggestion from his professor, E. B. Ross.

3.4 SIGNIFICANCE OF THE LAWS OF LIBRARY AND INFORMATION SCIENCE

Before the formulation of library science laws, there was no comprehensive understanding of libraries, making future developments seem unpredictable. Ranganathan addressed this issue by proposing these laws. The essential needs of the laws of library science are:

a) Scientific methods are equally applicable in natural and social sciences. The distinction lies in the nature of their foundational principles: natural sciences rely on hypotheses, while social sciences rely on normative principles.

b) By introducing fundamental laws, Ranganathan initiated the groundwork for a subject's stability. These laws are essential for maintaining the subject's position. Hence, Ranganathan's proposals mark the beginning of this crucial endeavor.

c) The latest version of library science laws encompasses past, present, and potential future practices. It includes all existing methods and anticipates upcoming developments, forming a comprehensive guide for library operations.

d) These laws apply to issues in library science, service, and practice. If there's a conflict between canons, the five laws of library science are consulted to resolve it.

e) The laws of library science establish the framework within which librarians operate. These laws define the limits and guidelines that guide librarians in their work. By understanding and adhering to these principles, librarians can effectively manage libraries and provide valuable services to patrons.

3.5 VARIANTS OF THE FIVE LAWS OF LIS

According to Ranganathan?s own words "One is the generalization of the concept "Book? this has been emphasized in recent years in the term document", so Ranganathan later on in his "Documentation and its Facets" reformulated the laws as :

a) Documents are for use.

b) Every reader his/her document.

c) Every document its reader.

d) Save the time of the reader.

e) Library is a growing organism.

In1998, librarian Michael Gorman (past president of the American Library Association, 2005-2006), recommended the following laws in addition to Ranganathan?s five in his small book, "Our Singular Strengths":

a) Libraries serve humanity.

b) Respect all forms by which knowledge is communicated.

c) Use technology intelligently to enhance service.

d) Free/Open access to knowledge.

e) Honor the past and create the future.

In 2004, librarian Alireza Noruzi suggested using Ranganathan?s laws for the web in his paper, "Application of Ranganathan?s Laws to the Web. "Web resources are for use.

a) Every user his or her web resource.

b) Every web resource its user.

c) Save the time of the user.

d) The Web is a growing organism.

3.6 FIRST LAW: BOOKS ARE FOR USE

The first law of library science is fundamental, guiding all others. A librarian's motto should prioritize acquiring, processing, and serving documents for user benefit. This emphasizes making information physically accessible, with a goal of shelves being consistently utilized.

In Ranganathan own words the implications of the first laws of library science are

a) Location of the Library: Keeping the importance of this law in mind, the library should be located at a possible central place approachable to each and every reader/users of the library. The location should be free from noise and other disturbances as possible. Thus for the

implication of this law the point kept in view is the easy accessibility of the library to its users.

b) **Library Building and Furniture:** The library's design must be thoughtful, with an inviting exterior and an appealing interior. It should balance functionality with aesthetics, offering ample space for different needs. Comfortable furniture should be strategically placed for readers' convenience, ensuring easy access to resources without overly high bookshelves.

c) **Library Hours:** For the implication of the first law, library hours should also be convenient to the users.

d) **Library Staff:** In order to maximize the use of the library, it is essential that library staff should be qualified and efficient. Every member of the staff should perform the role of a *friend, philosopher* and *guide* to all those who come to the library to use it. The staff should believe in and follow the philosophy of service to the user. They should be *approachable, courteous, helpful* and *willing* to appreciate the point of views of others ;a missionary zeal to serve the user; For the library staff to follow the first law, they must be friendly and decent at their jobs.

e) **Book Selection:** The books should be selected and acquired keeping in view the *present and potential requirement* of the user. There should also be a periodical weeding out of books.

f) **Shelf Arrangement:** The books should be classified, catalogued and arranged according to a helpful sequence.

g) **Reference Service:** The personal service will lead to greater use of library document.

3.7 SECOND LAW: EVERY READER HIS/HER BOOK

The second law states that every person should have access to the books they want from a library. This means that libraries should provide books to everyone. It's about making library services universal and fair, irrespective of culture, caste, creed and race. This rule says that books

should be available to everyone, no matter what job they have or how much money they make. It doesn't matter if someone is considered "normal" or "different," or if they're an adult or a child. The main idea is that libraries should be open and welcoming to everyone who wants to read.

Ranganathan examines the implication of the second law under the following four categories.

a) Obligation of the State

Library Legislation: In order to achieve this law economy factor should not stand as a barrier. This will be possible through library legislation, which will provide for finance of public libraries at various levels to achieve free library services for all.

Maintenance of a Library System (Network):

As far as students, teachers and researchers are concerned the public library plays only a marginal role in fulfilling these particular law. Therefore, the state also has the responsibility of establishing other types of libraries like school library, college library, university library and special library.

Co-ordination and Resource Sharing:

A given library would not have the finance to purchase documents on occasional demand. Therefore, the second law would suggest the formulation of a national library network to share the resources, especially for the purpose of inter-library loan.

b) Obligation of the Library Authority

Choice of Book (Book Selection): The second law implies that all the books that can be useful should be selected and all the useless books should be discarded. The selection should be based on individual needs. The library authority should ensure the proper selection and acquisition policy in order to build up a balanced collection in the library for each category of users i.e. the blind, neo- literates, scholars, children, young, adult, man, women, etc. Buying a document that has no potential demand is a violation of the second law.

Choice of the Staff: The library authority should select a adequate and competent team of library staff and it should take utmost care in the recruitment of the library personnel, their subsequent promotion, recognition and status.

c) Obligation of the Library Staff

Open Access: The library staff should also feel the obligation to introduce open access to help the readers in gaining access to all the books of possible interest to them. The open access makes it possible for a reader to approach books directly and handle them personally without any barrier. A user can, thus browse amongst the world of books and thus they will have better chances of choosing the right book.

Cataloguing: Sometimes the information contained in a chapter or a few pages of a book may be of interest to a reader but the users often end to miss such content. To avoid such oversight the library should introduce subject analytical or cross reference entries.

Shelf Arrangement: The shelf should be arranged according to the subject of the document and not based on the size and other aspects.

Maintenance: In case of open access libraries there is every possibility of some document being misplaced intentionally or unintentionally by the patron of the library. To fulfil the second law misplaced books must be restored to their proper places. Books in need of binding or repair should be taken out from the shelves from time to time.

Reference Service: Reference service is an effective means of ensuring that the reader gain access to all the documents of potential interest to him that are held by the library. So the library staff should have proper training in reference work and be able to provide an effective reference service to the user in getting the right book.

d) Obligation of the Reader

Library Rules Should be Followed: A user must realize that library rules are framed to get the maximum out of the library resources and

misuse of library resources. The rules are aimed at increasing the use of the library rather than curbing its use. Thus, the user should regard the rigid enforcement of the rules as an aid rather than a hindrance in the use of the library.

Maintenance of the System: A user should not misplace the books within the library or damage it. This will deprive the other users; similarly a user should not mutilate or take out cards from the library catalogue, tear pages or steal etc.

Should not Ask for Any Undue Special Privileges: The Library is meant for everybody?s use and no one should have under privileges at the expense of others. The current issues, the reference books etc. which are in much demand should not go through the process of any special privileges.

Returns of Books in Time: The books that are borrowed must be returned on or before due date so that other users do not have to suffer. If a document is lying bun used at home, it is the obligation of the user to return it as soon as possible.

3.8 THIRD LAW: EVERY BOOK ITS READER

Every book in a library must find its reader. This law emphasizes the approach to the document. According to this law, every book in a library must find its reader, not a single item should be lost in the darkness of the stack.

The following measures should be adopted for giving effect to this law.

a) **Introducing Open Access:** In the open access system books are arranged in shelves in the classified order and the readers have freedom to access them. In the course of readers? browsing through the shelves they may come across books of interest to them the existence of which they may not be-aware of; so the chances of readers noticing the books and reading the mare enhanced by the open access system only.

b) **Provision of Popular Department:** The provision of popular department like newspaper reading room, periodical section etc.

offer be its to their adder and such provision increases the chances for every book to get its reader. Recent additions, rare books, specific collection, festival collection etc displayed at prominent places attracts the reader's attention.

c) **Book Selection:** Best attention should be paid to book selection so that the chances of books remaining unused are reduced.

d) **Cataloguing:** Subject cataloguing, series entries, cross reference entries etc. may often reveal to the reader the books which might not have otherwise been noticed.

e) **Shelf Arrangement:** If the shelf arrangement is made by the subject approach then there are better chances of books finding their reader. Again, the subsequent attention should be given by the library staff to maintain the arrangement by way of restoring them is placed books to their correct place and so on.

f) **Reference Service:** There must be the provision for personal assistance to each reader when they feel they need it. The reference staff should act as a canvassing agent for book.

g) **Publicity and Library Extension Service:** Internally, within the premises of the library, the staff should provide shelf guide, bay guides etc. which will guide the reader to appropriate places in the library. Externally, the reference staff should go to make the use of mass media like press, radio, television, public lecturer, demonstration, tours, exhibitions, library weeks, brochure and leaflets etc. for publicizing the library.

3.9 FOURTH LAW: SAVE THE TIME OF THE READER

A user is supposed to be a busy person; so his / her time must be saved. Corollary of this law is "save the time of the staff". A reader coming to the library should get an exact and fast service; they should not be made to wait longer than necessary. Unnecessary delay may cause vexation and readers may be dissatisfied. Dissatisfied readers may cease to come to the library.

The implications of the fourth law are as follows.

a) **Location of the library:** The library must be centrally located so that it is conveniently accessible to the community being served.

b) **Open Access:** There are many advantages of introducing the open access. One of the major advantages of *open access system* is the subjective time decline which gives satisfaction to the readers.

c) **Classification and Cataloguing:** Proper Classification system which would bring together documents on a specific subject and also the related subject should be adopted.

d) **Shelf Arrangement:** The arrangement of documents according to the degree of mutual relationship of subjects would lead to saving the time of the readers.

e) **Signage System:** Stack room guide, bay guides, tier guides, gangway guides should be provided to save the time of the reader.

f) **Reference Service:** The fourth law advocates the need of reference service.

g) **Charging System:** The issue method, charging and discharging should be done as quickly as possible.

h) **Centralized Cataloguing:** Cataloguing in press, cataloguing in publication, cataloguing with the aid of OCLC database greatly reduce the time factor.

i) **Information Technology:** The use of IT in libraries invariably speed up many activities. So to fulfill the fourth law the IT should be introduced.

3.10 FIFTH LAW: LIBRARY IS A GROWING ORGANISM

The main components of the library are documents, the user and the staff. A library always grows in terms of documents, the reader or the user and the staff. The growth of a new library can be compared to the growth of a child as it grows in every aspect. In case of a service library that has attained certain degree of stability its growth can be compared with the

growth of the adult i.e. it grows in terms of replacing old document by new one and new user will continuously replace the old one.

The implication of the fifth law of library and information science are:

a) **Library Building:** The library building should be modular and should have the provision of future growth.

b) **Choice of Classification and Cataloguing Code:** The classification and cataloguing scheme chosen should have the provision to keep pace with the development in the universe of subject.

c) **Physical Forms of Catalogue:** The physical forms of catalogue chosen should have the provision of updating, sorting in different order, editing and so on.

d) **Weeding out of Document:** To make the space for new addition the documents that are obsolete and unused should be weeded out. The weeded out document should be stored, where they are available for occasional use or at a central place (a central library)with cooperation among libraries.

e) **Modernization, Computerization:** Library that grows fast both in terms of ize and services may have to go for the computerization of various house-keeping operations (i.e. acquisition, circulation, cataloguing etc). In order to take care of the growing collection the documents should be digitized or microfilmed; the new procurement should be made in the form of electronic journals, E-book etc. To cope with the increased readership, the library should go for the video terminal and ultimately to the digital or virtual library. Previously the libraries grew with the collection, but now a days the digital library, or virtual library or e-library does not show the characteristics of the growing of a library by volume. The growth is in the use of sophisticated technologies.



CHECK YOUR PROGRESS

A) Fill in the Blanks

a) The implication of the five laws was published in the form of a book in.....

b) The law of LIS emerged last from the casual hint provided by Prof. E. B. Ross.

c) MelvilleDeweyPassedawayintheyear.....

d) Full name of Dr.S.R. Ranganathan is..... Ranganathan.

B) Match the Following

a) Father of Library Science in India.	a)Alireza Noruzi
b) Our Singular Strengths	b)Michael Gorman
c) Application of Ranganathan's Laws to the Web	c) Shiyali Ramamrita Ranganathan.



3.11 LET US SUM UP

Ranganathan's five laws of library science consist of five short statements but they provide guidance and rationale for practice and teaching of library and information science. With the help of these laws, we can derive postulates, cannons and principles applicable in different fields of library and information science. The first three laws emphasize the exploitation of the document s of The Library fully by the maximum number of users. The fourth law gives emphasis on the role of reference librarian and has a great potentiality to bring reforms in the running of libraries. All laws as a whole will serve as source of inspiration and guidance in the years to come.



3.12 ANSWERS TO CHECK YOUR PROGRESS

Ans to A.

a) 1931 b) First c)1931. d) Shiyali Ramamrita

Ans to B.

b) Father of Library Science in India a) Shiyali Ramamrita Ranganathan.

c) Our Singular Strengths b) Michael Gorman

d) Application of Ranganathan's Laws to the Web c) Alireza Noruzi



3.13 FURTHER READINGS

- Chakrabarti, B. (1993). *Library and information society.* World Press.
- Kumar, K. (1987). *Library organization*. Madhuban.
- Kumar, P. S. G. (2004). *A students manual of library and information science* (2nd ed.). B.R. Publishing Corporation.
- Tripathi, S. M., Lal, C., & Kumar, K. (2002). *Descriptive questions in library and information science*. Ess Ess.



3.14 MODEL QUESTIONS

1. What is the need of the laws of Library and Information Science?
2. What are the five laws of LIS?
3. What is the usefulness of the five laws of LIS?
4. What are the variants of the five laws of LIS?
5. Write down the implications of the five laws of LIS.
6. Discuss in detail the first law of LIS.
7. Discuss in detail the first law of LIS.

*** *** ***

UNIT 4: LIBRARY AS A SOCIAL INSTITUTION

UNIT STRUCTURE

4.1 Learning Objectives

4.2 Introduction

4.3 Information Society

4.3.1 Definition

4.3.2 Criteria of an Information Society

4.4 Social Institution

4.5 Need of Library as Social Institution

4.6 Preconditions for the Emergence and Development of Libraries

4.7 Social Origin of Library

4.8 Organization of Library as a Social Institution

4.9 Social Responsibility of Libraries

4.10 Role of Library in Society

4.11 Changing Role of Library and Information Science Centres

4.12 Let Us Sum Up

4.13 Answers to Check Your Progress

4.14 Further Reading

4.15 Model Questions

4.1 LEARNING OBJECTIVES

After going through this unit, learner will able to –

- Define a social institution;
- Explain the need of library in society;
- Analyze library as a social institution;
- Explain the role of library in society;
- Define and describe the information society;
- Know about the changing role of library in the society.

4.2 INTRODUCTION

Society has built different institutions that help people become a part of it. Each institution serves some requirements of the society. One such social institution is the library and it has been created to fulfill all the necessities of the society. People have access to books and other documents that provide knowledge, reveal hidden artistic talents, stimulate the mind teach value and learning skills as well as offer entertainment. Hence, library is one of all the institutions formed by society and its modern cognates are the most potent in fulfilling the multifarious requirements of various users of modern society. The public library provides free service irrespective of status, age, religion, color or creed, and sex and It may extend service to the neo literates and even to the physically handicapped people.

4.3 INFORMATION SOCIETY

A society is composed of people working together to achieve common ends and to satisfy common needs. It is a body of individuals that is outlined by the bounds of functional interdependence, consisting of different characteristics or conditions such as national or cultural identity, social solidarity, etc. It is characterized by patterns of relationships between individuals that share a distinctive culture and institutions.



Cognate: Having the same original form as another in a different language. E.g. English Father, German Vater.

All information societies, ancient, medieval or modern, have functioned and prospered on the basis of proper utilization of information and knowledge in their various stages of development. The term information society is said to have been coined in Japan for the first time. The two Japanese cognates "Joho Shakai" when normally translated into English means "Information Society". The American Society for Information Science (ASIS) in 1970 organized its annual meeting around the theme "The information conscious society", where the concept of information society was explicitly used.

4.3.1 Definition

William J. Martin defined information society as "a society in

which the quality of life as well as prospects for social change and economic development depends increasingly on information and its exploitation". In such a society, living standards, patterns of works and leisure, the education system and the market place are all influenced markedly by advances in information and knowledge. This is evidenced by an increasing array of information intensive products and services that communicate thorough a wide range of media, many of them being electronic in nature.

According to Blaise Cronin, "an information society is one in which labour has been intellectualized, one in which the expression to earn one's daily bread by the sweat of one's brow sounds decidedly anachronistic". Employment in the information sector of the economy is growing fast. Soon, terms such as information worker, knowledge engineer, ideas processor will be as common as weaver, miller, electrician, carpenter etc.

G. P. Sweeney defined information society as one "in which the creation of economic wealth is based on information and in which key economic activities are enquiring, communicating and deciding" for good or ill. Martin is of the view that "the concept of an information society has now gained a fair degree of acceptance". As a concept it is certainly viable.

4.3.2 Criteria of an Information Society

William J. Martin has noted the following criteria for the development of information society.

a) **Technological Criteria:** Today's age is the computer age in which computers and telecommunication is behind every other change in the society. Communication technologies such as tele-education, teleconferencing, teleshopping, telecommuting, e-government, e-commerce have converted the world into a global village and its impact can be felt at every level of our society.

b) **Economic Criteria:** This is the age of knowledge in which

knowledge capital would predominate over material capital. The internet is fundamentally changing the way the companies operate. The internet is turning the business upside down and inside out. The e-commerce goes far beyond the buying and selling over the internet. The information workers are replacing productive worker as the biggest sector in the economy. Information is turning out as the key economic factor as resource, service, commodity, a source of added value and employment. In the information society most of the information will be cheaper, would occupy less space and can be communicated with greater speed.

c) **Social Criteria:** In information society, information is the enhancer of the quality of life. The information society will be conscious towards the value of information and its use and will become increasingly centred on information handling, processing, storage and dissemination using microelectronic based technologies. Globally the society has got divided into two parts, i.e information rich society and information poor society.

d) **Political Criteria:** In information society there would be more interaction between the government and the governed through citizens' participation by way of electronic polling, their access to public information under the concept of freedom and equality of access to information. There will be better interaction with fellow citizens through wired networks, telephone, teleconferencing, etc. The information superhighway will change the whole world.

e) **Cultural Criteria:** The information society recognizes the cultural value of information through the promotion of information values in the interest of national or individual development.

In an information society, it is said, a majority of the people will spend their time doing tasks which relate to information, expressing, gathering, storing, retrieving and disseminating it. People

in an information society will manipulate information for the purposes of travel, entertainment, instruction, control and so on.

4.4 SOCIAL INSTITUTION

In modern societies all activities of the people are organized through institutions. So, social institution is a product of the society. It is created to work as a medium for expressing its social processes and it carries them out through its techniques developed for the purpose. It is a form of social order.

Lowell Martin states: "A social institution is an integrated pattern of human relationship established by the common will and serving some vital human need." This definition indicates that social institution deals with the integrated pattern of human being in the society. Their pattern is caused through the interaction among the people as a vital social need. For example, religious institution looks after the belief and unity, Educational institution like school, college, and universities promote knowledge, skill and socialization processes of the society. These institutions incorporate a body of formal or informal rules and regulations through which activities of a society are carried out or regulated.

4.5 NEED OF LIBRARY AS SOCIAL INSTITUTION

In a modern society, every human activity is organized through institution. The society also needs the institution to look after the above matters. The said institution in the broadest and most practical sense should be a force for social betterment. No one can imagine other social institutions except the library that can be entrusted with such type of responsibilities. Libraries and other similar institutions collect, process organize and disseminate recorded information and knowledge various document. As both knowledge and information are important for collective development of human beings, libraries and other similar institutions which handle and manage information and knowledge are indeed invaluable for society's walfare.

The libraries acquire, organize, offer for use, and preserve the reading material irrespective of the form in which it is packaged (print, CD- ROM/DVD, Web form) in such a way that, when it is needed, it can be retrieved and put into use. No other institution carries out such long-term, systematic work.

a) **It Represents the Society:** The study of libraries as an institution provides us an approach to analyze the past of a society. Its growth is not an isolated instance of society. It originated and grew out of the necessities of life and in response to the society's needs i.e. library grows with the society. The location, the population served, the demand made upon the library, the nature of collection, financial support, status of librarian, attitude of authorities towards the library, all over a period of time reflects the growth pattern of the society. The story of the library gives indication of the educational, social, economic and technological changes. Library collections in the different countries represent their cultural identities. Language is at the heart of these institutions. They are the collectors and stewards of our heritage.

b) **It Represents the History of Civilization:** Library history is an essential chapter in the history of the intellectual development of civilization. It parallels the history of writing and forms a component of the history of human civilization. It is the basic metaphor with which the cycle of civilization began the step from the dark into the light of the mind.

The story of the growth and development of libraries forms an integral part of the history of the peoples being served by it. A library does not exist for its own sake. Its objectives, role, functions, services and kinds depend upon the needs of the people served by it. It is an extension of the human memory. It is the repository of human culture, oral and written. The heritage of man has been preserved for posterity in different containers of information.

4.6 PRECONDITIONS FOR THE EMERGENCE AND DEVELOPMENT OF LIBRARIES

Libraries tend to prosper when a combination of certain social, political and economic conditions exist in a society. The following are the preconditions for the emergence and development of libraries in any country.

a) **Recorded Literature:** Existence of recorded literature and the one worthy of being preserved.

b) **Need of Preserving and Transmitting the Knowledge:** Political and cultural maturity in a society which recognizes the necessity of preserving, transmitting, and enlarging the body of knowledge.

c) **Literate Population:** The existence of a literate population and the willingness on the part of the community to use its resources create a proper environment for the creation and development of libraries. The cultural and intellectual interest to stimulate the use of the library also plays a great role.

d) **Leisure Time:** Nowadays the individual has both the leisure and the means to improve the common stock of knowledge.

e) **Secure Society:** Library develops during stable social climates where there are periods of relative peace and tranquility that enable the individuals to pursue leisure activities, and when the country or an institution becomes stable and the security of tenure offers permanence and continuity.

f) **Financial Support:** Economic prosperity and a surplus of wealth are needed to provide the financial support for the growth of the library. The economic prosperity provides a sizeable section of individuals and the corporate world with wealth and encourages philanthropic giving.

When society's other institutions- its school, college or universities - need to educate and inform its members, libraries also become an important to supplement to the former.

4.7 SOCIAL ORIGIN OF LIBRARY

In the 17th century the Kings, Emperors and Noble men maintained their libraries as symbol of prestige and aristocracy in the society. It was by the middle of the last century that the social forces came into play to revolutionize the character of the library movement making it more and more a public institution. Among a vast number of forces behind the library movement the following are three chief social forces at work.

a) **Religion:** It was the religious belief in own country that free gift of knowledge would bring credit for the knowledge givers in the next birth. Manu, the codifier of law in ancient India prescribed that gift of books was the highest of all gifts. So, religious forces are also instrumental in the growth and development of libraries.

b) **Industrial Revolution:** The industrial revolution made great impact on the concept of libraries transforming it from royal and personal library to democratic one for the benefit of the people. Due to industrial revolution every country faced with the emerging problems of increased leisure, high standard of living and greater accumulation of private and community wealth. These conditions supported the creation and development of public institutions like the library for the benefit of the people.

c) **Information Revolution:** Since the invention of printing, there has been a continuous revolution in the generation, transfer and communication of information. The role of information further receives new proportions with the acceleration of research, mounting social and population pressure and so on.

4.8 ORGANIZATION OF LIBRARY AS A SOCIAL INSTITUTION

A social organization has four parts of which each is supposed to perform a definite function. Since, library is a social institution it also has the following parts.

a) **Authority:** In case of public library -municipal committee or corporation etc., in case of university library- university authority, and for special library- Board of Directors etc serve as the authority.

b) **Material:** Library tries to procure all types of reading materials expected to be relevant to its patron. It procures books, periodicals, C.D. etc to suit the different information needs of different clienteles.

c) **Service Personnel:** The professionally qualified library staff is an integral part of the library.

d) **Clientele:** In case of public library - the general public, for a university library- students, teachers, research scholars, administrative staff etc. and for special library- researchers, specialists etc are the clientele of the library.

4.9 SOCIAL RESPONSIBILITY OF LIBRARIES

In the establishment of libraries, the social purpose is paramount viewing it as a social obligation. Many of the basic functions such as education, research, recreation, information etc performed by libraries are also carried out by other agencies and groups. But a library is the only agency devoted solely to the purpose of collecting, making available and securing the widest and most effective use of the record of civilization, by the society of which it is a part. Since the library is intertwined in purpose and function with the society's needs any piece or items of recorded material is a potential library acquisition and no part of the social structure, regardless of the stages of its development is outside the scope of the library. The main purposes of libraries are :

a) **Reach All People of the Society:** The public library system with its network of branches and book mobiles establishes an active reader contact and its aim is to reach the majority of the population who are not library users.

b) **Free Service:** It provides free service so that no user should be required to pay any subscription, fee or any other charges as far as possible.

c) **Respond to Social Issues:** Library anticipates and responds to social issues before these issues reach a crisis point. It provides the facilities for life long self-education, proper use of leisure, advancement of culture and so on. It is the public library which can provide access to documents/ Information free of charge for all in the community irrespective of any restriction. In this way, it contributes to the welfare and progress of the community served by it; thereby it becomes a social force.

d) **Form the Link in the Communication System:** Library is created to form a link in the communication system that is essential to any society.

In fact, without communication there can be no society. It builds socially oriented information system and tries to procure information / document on all subjects including local, national and international affairs to serve economic, political and social welfare. Libraries secure the communication of culture; it secures the communication of culture between the ages.

e) **Preserve the Record of Civilization:** There can be no enduring culture without some forms of record and a means for the preservation of that record. The library preserves the records of civilization, preserves the literary heritage for posterity. The public library is a necessary unit in the social set up so organized and planned as to transmit the accumulated knowledge and experiences of mankind and provides challenging and often unorthodox material.

4.10 ROLE OF LIBRARY IN SOCIETY

A library does not exist for its own sake. It exists to serve the need of the community or the parent organization. Its objectives are the same as those of its parent body. It assists in the achievement of those objectives as detailed below.

a) **Communication of Knowledge:** The information and knowledge has become increasingly complex and at the same time the means of communication of information and knowledge are also becoming

equally complex. For the growth and development of a modern society, communication of knowledge has become increasingly important. All citizens must be able to find and use information. It is the key raw material and the libraries are the access points to it. A library focuses on sharing information and knowledge and helps communication through user friendly devices by repackaging information. It gives information based on individual's needs, either in anticipation or on demands.

b) Information Centre: We are living in the information age where information plays an important role in today's complex, economic, political and social environment. The researcher, teacher, student, administrator, industrial and business managers, entrepreneur, farmer, the factory workers etc. all need information to better equip themselves for success in their respective fields It can help farmers to improve production by using different agricultural information. It enables businessmen to improve their business prospects. It can help students of all ages. It provides job information for the unemployed youth, helps people looking for better prospects and on and on.

c) Education: Education is considered the most significant activity forming the backbone of the progress of a nation. Education strengthens the very fabric of a nation. It helps to produce men of integrity, vision, character and, above all, democratically conscious citizens.

i) Formal Education: It is a structured, graded system starting from primary school to university involving enrolling in educational institutions like schools or colleges and constant teacher-student contact. By providing systematic collections at all levels, meeting the needs of both teachers and students the libraries support formal education. Extensive reading of different books helps students gain in-depth knowledge, analyze and compare various viewpoints which helps in develop critical thinking skills. The main role of academic

libraries is to support formal education whereas public libraries may also collect materials to help students.

ii) *Non-formal Education:* Non-formal education is an organised educational activity outside the established formal system - whether operating separately or as an important feature of some broader activity - that is intended to serve identifiable learning clienteles. Here one educates oneself via courses offered by the distant education mode with the help of either other available methods of learning or using self-study materials. The main responsibility or obligation for supporting non-formal education rests with the public library system.

iii) *Education of Illiterates:* The public libraries work to educate the illiterate people in their community via the audio- visual media especially the video tape. They establish learning clubs and organizes other programmes of oral communication as well to educate the illiterate.

iv) *Education of Working Groups:* Public libraries stores books and documents relevant to the needs of the people engaged in different fields.. By reading such books they will become better informed and better educated in their areas and may be sufficiently interested to increase their work efficiency which will lead to better productivity.

v) *Education of Physically Handicapped:* In recent years public libraries have provided reading materials and other documents to the handicapped readers to alleviate their miseries, have assisted the disadvantaged members of society in gaining a rightful place in society besides educating and rehabilitating them in society.

vi) *Informal Education:* Informal education is a lifelong process whereby every individual acquires attitudes, values, skills and knowledge from daily experience and the educative influences and resources in his or her environment - from family and neighbors, from work and play, from the market place, the library and the mass media. Informal education can contribute to learning a new job or

transferring skills which were not necessarily the principal skills for a previous job. These include communication, organizational and time management skills and the ability to set priorities. Sometimes only a few weeks or a month of "on-the-job training" can assist an individual to be able to perform a new job. Informal education also includes learning and specialized skill development pursued in job-sponsored orientation courses (e.g. computer training courses, project management).

vii) Lifelong Learning (LLL): The whole idea of education is to stress more and more independent learning and acting. All learning activities are undertaken throughout life, with the aim of improving knowledge, skills and competencies within a personal, civic, social and/or employment-related perspective. The necessary implication is that the professional and vocational competence of the members must be maintained with the changing needs of the society.

d) Research: Research extends the frontiers of knowledge. Human beings appear to stand alone among the earth's creatures in their desire to understand their environment better and the world around them. This requirement can be partially satisfied by the knowledge gained as a result of daily occurrence. The formulation of generalization takes place on the basis of firsthand experience and the use of logical reasoning. A more effective approach to expand knowledge however is the conduct of planned and structured investigation- a process known as research. Both material and cultural progress of the society depends on research.

e) Safeguard Democracy: Libraries have been considered as among the key elements for open access to information, which is vital to democratic society for its growth and development. It safeguards democracy, creating political awakening, bringing social awareness, and fostering creative leisure activities.

f) Recreation and Leisure: The healthy use of leisure is a matter of great importance in community life so that leisure time is not devoted

to negative and destructive activities. The tired and bored people like to escape from their drab little world to identify themselves with romantic excitement and creative recreation. The libraries provide for one and all harmless and elevating use of leisure. Novels and other similar forms of literature, works of arts, books of travels, popular magazines etc are primary books of recreation and they have found a place in every kind of libraries. Besides, public libraries organize programmes for healthy recreation and entertainment like the performing arts, musical concerts etc.

g) **Cultural Centre:** A society cannot function without some cohesive forces to hold it together. That force is known to the anthropologist as culture. Ancient Byzantines and the Arabiaess used libraries primarily to preserve their recorded cultural heritage for the posterity. Libraries attached to medieval monasteries also perform this function admirably. In today's context also local libraries should undertake to take care of books and other material related to local history and other subjects of local interest. A national library holds the national output. Besides, it preserves the cultural heritage of the human race as represented by the books and other documents it holds. It also plays a cultural role in two other senses. Firstly, it makes available books which would bring to expression the creative talents of individuals and develop their faculties for aesthetic appreciation. Secondly, it also organizes cultural programmes like music concerts, dances, dramas, paintings competitions for children, exhibition of painting etc and thus enriches the cultural life of the community.

h) **Religious and Moral Instruction:** The use of libraries for religious and moral instruction was practiesed by all early civilizations. Monastery libraries established during the Middle Ages and the libraries attached to ancient churches, ashramas, mutts, satras and other religious bodies have primarily existed to support religious and moral instruction. All public libraries also possessed spiritual and

religious books, books that propound ideological themes, and other books of permanent value which may be described as classics. These types of collections are for inspiration. They meet the spiritual, religious and theological needs of their followers. Every other kind of library has also a representative collection of books of this type to inspire people to high ideas in life and inculcate values in them.

i) **Inspiration Centre:** A public library can create the love for reading in children leading to formation of reading habits at an early age. It prepares people for disciplined and cooperative social life.

j) **Instrument of Social Change:** Information is power and at present it is being regarded as a national resource perhaps as fundamental as energy or matter or water and air, which affects all human activities. It is indispensable and so it needs to be put in the service of the whole community.

4.11 CHANGING ROLE OF LIBRARY AND INFORMATION SCIENCE CENTRE

Information society demands to re-define and re-evaluate the position and objectives of all the institutions which work with information, knowledge, and culture. In modern society special emphasis is laid on literacy, adult education, formal education, lifelong education, dissemination of information etc so that every person may make the best use of their life in the society, becomes good citizen and discharge their social responsibilities besides supplementing their traditional knowledge and experience about their own vocation or calling.

Above all, modern libraries are information centres. Nowadays it does not restrict itself in procuring the books only but goes to the extent of CD ROM, DVD, network information, sharing information among the likeminded institution in the form of consortia and so on. The change can be viewed from four angles.

i) Change in demand: A change from just in kind to just in time is a major shift.

ii) *Change in structure of libraries:* Emergence of the concept of data centre, data bank, data consolidation and evaluation centre, learning resource center, documentation centre, clearing house, information analysis centre, referral centre, etc.

iii) *Change in services:* Providing CAS, SDI, consultant, literature search, information broker, gate keeper of information, etc services.

iv) *New Information products:* Emergence of the digest, newsletter and such others.



CHECK YOUR PROGRESS

1.Fill in the Blanks

i)"Joho Shakai" means.....

ii) The American Society for Information Science (ASIS) in ..... organized its annual meeting around the theme "the information conscious society".



4.12 LET US SUM UP

In modern societies cultural values are changing. A new social awareness has emerged as we become more diverse, more independent and more highly educated. More than ever before the modern societies acknowledge the right of every individual to be free, to participate in democratic processes, and to strive for achieving his or her fullest potential. When we consider such high expectations of the society in respect of man as individual, we realize the full potential of the library as a social institute. The culmination of centuries of advances in the printing press, cast-iron type, paper, ink, publishing, and distribution, combined with an ever growing middle-class, increased commercial activities and consumption, new radical ideas, massive population growth and higher literacy rates forged the public library into the form that it is today.



4.13 ANSWERS TO CHECK YOUR PROGRESS

Ans to 1. i) Information Society ii)1970.



4.14 FURTHER READINGS

- Chakrabarti, B. (1993). *Library and information society*.
- Krishan Kumar. (1987). *Library organization.* Vikas Publishing House Ltd.
- Kumar, P. S. G. (2004). *Information and communication*. B.R. Publishing Corporation.



4.15 MODEL QUESTIONS

1. Define information society;
2. What are the criteria of an information society?
3. Describe the role of library in society.
4. Describe the role of library in imparting different types of education.
5. What are the changing roles of libraries? Discuss.

*** *** ***

UNIT 5: LIBRARY ASSOCIATION (INTERNATIONAL)

UNIT STRUCTURE

5.1 Learning Objectives

5.2 Introduction

5.3 Historical Account

5.4 Functions of Library Associations

5.5 International Library Associations

5.5.1 IFLA

5.5.2 UNESCO

5.6 Let Us Sum Up

5.7 Answers to Check Your Progress

5.8 Further Readings

5.9 Model Questions

5.1 LEARNING OBJECTIVES

After going through this unit, learner will able to –

- Know about the library association and its functions;
- Explain the different types of library associations;
- Analyze the functions of IFLA, UNESCO, etc.

5.2 INTRODUCTION

The presence of a profession depends on the bonds among the practitioners and these bonds can take the shape of a formal association or professional associations which are by and for the professionals in the concerned field. It functions as a forum for coordinate efforts for the concerned profession. In the context of libraries, the association means the organization of the staff members of the library, persons or institutions pertaining to the subject of libraries and profession. Library associations

are the professional organizations of taught a person which cultivate a commitment to public service among the members, promote the library services, and guard the interest of their members and enhances the public's perception of the library profession.

Based on the coverage of geographical area library associations can be grouped into International, National, State and Local. Library associations can also be grouped based on the particular area of activities as Special and General.

Special library association can again be a medical library association, school library association, rural library association, and the like. Most professional librarians belong to at least one professional organization.

5.3 HISTORICAL ACCOUNT

In 1852, a group of librarians, scholars, teachers and clergymen met in New York for the foundation and management of a collection of books or knowledge for public use. In May, 1876 a few library devotees, by taking the hint from the meeting of 1853, proposed a like gathering in connection with the great exhibition in Philadelphia. The announcement of the meeting that would be held in October 4, 1876 was sent to the leading libraries and to the leading librarians abroad. Because of this gathering, the "American Library Association" (ALA) was formally inaugurated on October 4, 1876 and this was followed only a year later by the "Library Association" (LA) in the United Kingdom.

5.4 FUNCTIONS OF LIBRARY ASSOCIATIONS

The activities of a library association depend upon the particular pursuit for which the association is being created. Usually, a library association does the following functions-

a) Act as a Common Forum: Library association acts as a general forum for LIS professionals for exchanging information, ideas, experience and expertise.

b) Library Movement: Library association serves as the backbone of the country's library movement and spreads knowledge and information.

c) Planning: They puts a behavioral future planning of the present position of libraries, library staff and library services after proper evaluation of its present state of affairs.

d) Force the Authority: Library association forces the government to accept their demand by the right movement for the library staff's welfare, like enacting the library legislation.

e) Development of Profession: The association works for the advancement of salaries, grades, service and working conditions for the LIS professionals and also for improving their status in the society.

f) Problem Solving: Library association works hand in hand to find out solution for the ad hoc professional problem.

g) Conduct Survey and Research: Library association conducts surveys and research of library tools and services to determine current conditions to implement essential measures for improvements.

h) Code of Conduct: The code of conduct is created by the library association to help librarians and other library employees uphold professional standards.

i) Resource Sharing: It works for the sharing of resources to avoid duplication of efforts.

j) Make General Public Conscious: Library association makes the common public conscious towards the utility of the LIS centers.

k) Holds Conferences, Seminars, Meeting, and Lectures: To discuss and exchange ideas and experiences, library associations hold conferences, seminars, meeting, lectures, etc.

l**) Training Courses:** They also conduct training programmes for self-improvement of the professionals.

m) Standardization: Library association establishes and encourages the adoption of standards to enhance the quality of library services.

n) Institute Prizes, Rewards, and Fellowship: Library association institutes prizes, rewards for library science students and professionals in

recognition of their contribution to the profession.

o) Publication: Library association creates and publishes professional articles in the subject areas.

p) Cooperation: Maintains cooperation and healthy association with other professional associations of various levels within and outside the country.

In the following sections we are going to discuss the different library associations and their functions.

5.5 INTERNATIONAL LIBRARY ASSOCIATIONS

Several professional organizations and private foundations around the world work to promote international cooperation in establishing new libraries and in improving services at the existing libraries. These organizations provide the librarians with information about the international forums in which they can exchange ideas, develop networks for sharing resources, and create compatible standards and protocols for various library procedures. Among the most well-known international library programmes are those sponsored by the "International Federation of Library Associations and Institutions" (IFLA) <http://www.ifla.org/>; the "United Nations Educational, Scientific and Cultural Organization" (UNESCO) <http://portal.unesco.org/en>; the "International Council on Archives" (ICA) <http://www.ica.org/>; the "British Council" <http://www.britishcouncil.org/new/>; the "International Association of School Librarianship" (IASL) <http://www.iasl-online.org/>; the U.S. Department of State, through its Office of International Information Programs and the "Chartered Institute of Library and Information Professionals" (CILIP) <http://www.cilip.org.uk/>Organization like the "International Council of Scientific Unions" (ICSU), the "World Intellectual Property Organization" (WIPO), the "International Organization for Standardization" (ISO), "World Trade Organization" (WTO), the "International Publishers Association" (IPA), the "International Council of Museums" (ICOM), the "International Council on Monuments and Sites" (ICOMOS), the "International Committee

of the Blue Shield" (ICBS) also play important role in library and information science activities.

5.5.1 The International Federation of Library Associations and Institutions (IFLA)

IFLA is an independent association that represents libraries and library associations globally. In 1926 a proposal to set up an international committee with representatives of national library associations was accepted at the international conference of librarians and booklovers in Prague. This was addressed during the British Library Association conference in Edinburgh, Scotland, in 1927, when an international library and bibliographic committee was established by the representative associations from fifteen countries. IFLA was officially registered in the Netherlands in 1971 and its name was changed to the International Federation of Library Associations and Institutions in 1976.Its headquarter is located at The Royal Library, the national library of the Netherlands, in The Hague. IFLA's website, formerly known as IFLANET is available over web at <http:// www.ifla.org/>.

a) Objectives: The federation is an independent non-governmental and non-profit making professional organization. In 2004, the Governing Board decided to endorse a new model for IFLA's operations, the three pillars that are supported by the infrastructure offered by the Federation's governance structures, its website and its Headquarters (HQ) in The Hague. These three pillars are- Society Pillar, Professional Pillar, and the Members' Pillar.

i) **The Society Pillar:** It focuses on the role and impact of library and information services in society and the contextual issues that condition and constrains the environment in which they operate across the world. Those issues are addressed currently through FAIFE, CLM, Blue Shield, and the advocacy in the World Summit on the Information Society (WSIS) and other arenas.

ii) **The Profession Pillar:** It focuses on the issues covered by the long established Core Activities - ALP, ICADS (webmaster: formerly known as ICABS), PAC, UNIMARC- and the Sections and Divisions. They lie at the center of our professional practice and help libraries and information services to fulfil their purposes and to shape responses to requirements of the users in a rapidly changing global environment.

iii) **The Members Pillar:** It is of course central to IFLA. It includes the services they offer to members, management of their membership of IFLA, conferences and publications.

b) Organization: The IFLA's revised governing structure went into effect in 2001. The highest governing body, the General Council of Members, is made up of voting members' delegates. Typically, it convenes annually during the annual conference. Within the bounds of policies agreed by Council, the Governing Board is in charge of IFLA's management and professional direction. At least twice a year, the Governing Board convenes; the first meeting takes place at the World Library and Information Congress. The Governing Board has given the Executive Committee the authority to supervise IFLA's direction in between Board meetings while adhering to the board's set rules. The Professional Committee is in charge of making sure that all IFLA units (Sections, Core Activities, Special Interest Groups) that are in charge of professional activities, policies, and programs have their work coordinated.

c) Membership: Till 2009 IFLA have 1600 Members approximately in 150 countries of the world. Association Members and Institutional Members are the two primary voting member groups of IFLA. In addition to these, it has Honorary Members (IFLA Medal, Honorary Presidents, and Honorary Fellows). The membership has grown over time to include personal affiliations as well as specific libraries, library schools, and other suitable organizations.

d) Functions and Activities: The IFLA Core Activities address the problems that libraries and information services face globally.

The goals and initiatives of the Core Activities, which are overseen by the Professional Committee, are connected to the Divisions' and Sections' aims as well as the Federation's program. Below are some of the main fundamental programs.

i) **Action for Development through Libraries Programme (ALP):** The ALP Programme was launched at the IFLA Conference in Nairobi, Kenya in 1984 and was the subject of intensive discussion between 1987 and 1989. It was further developed and defined during 1990 and 1991 as a special project and is fully operational ever since. The name of the Programme was originally "Advancement of Librarianship Programme", but in 2004 it was changed to "Action for Development through Libraries Programme". However, the acronym still remains as "ALP". The agenda of ALP is to further the library profession, library institutions and library and information services in the developing countries of Africa, Asia and Oceania, Latin America and the Caribbean.

ii) **Preservation and Conservation (PAC):** IFLA Core Activity on PAC was officially created amid the IFLA annual conference in Nairobi in 1984 to focus efforts on issues of preservation and to initiate worldwide cooperation for the preservation of library materials. The PAC programme was effectively launched in Vienna during the 1986 Conference on the Preservation of Library Materials co-organized by the Conference of the Directors of National Libraries, IFLA and UNESCO.

iii) **IFLA-CDNL Alliance for Digital Strategies (ICADS):** ICADS is a joint alliance of IFLA and the Conference of Directors of National Libraries (CDNL). The alliance was formed in August 2008 as a successor to ICABS (IFLA-CDNL Alliance for Bibliographic Standards) which was established as a national libraries initiative in 2003.

iv) IFLA UNIMARC: Succeeding to the IFLA UBCIM Core Activity, the IFLA UNIMARC Core Activity (UCA) was formed in 2003 with the responsibility for the maintenance and growth of the Universal MARC format (UNIMARC).

IFLA's previous programme includes Universal Bibliographic Control (UBC) launched in 1973, International MARC Programme (IMP) established officially in 1983, Universal Availability of Publication (UAP) taken up in 1973, etc. Some other programs and activities of IFLA are:

v) Publication: Each issue of IFLA Journal (Quarterly) contains news of present IFLA activities and articles, selected to reflect the variety of the international information profession, ranging from freedom of information, preservation, services to the visually impaired and intellectual property.

The IFLA publications series include such titles as intelligent library buildings, and adapting marketing to libraries in a changing worldwide environment. The IFLA Professional Reports series feature reports of professional meetings and guidelines to best practice. Recent reports include Proceedings of the IFLA/UNESCO pre-conference seminar on public libraries and Guidelines for easy-to-read materials. Besides the above, many IFLA groups (Divisions, Core Activities, Sections and Special Interest Groups) have their own newsletters. Some are produced regularly, others only appear sporadically. Each year the World Library and Information Congress proceedings and IFLA General Conference and Assembly are made available on IFLA website. It also publishes International Cataloguing and Bibliographic Control (ICBC) Journal, IFLA Directory, International cataloguing, world directory of administrative libraries, world directory of map collection, LIBRI- Library journal.

vi) **Seminars, Conference and Workshop:** IFLA regularly holds "World Library and Information Congress: IFLA General Conference and Assembly" and Regional Meetings. IFLA's general conferences are large scale conference. In 1961 IFLA holds the international conference on cataloguing principles in Paris.

vii) **Fellowships, Funds and Grants:** IFLA administers a number of Grants and Scholarships to enable the aspiring LIS professionals from around the world to improve their training and provide funding for new and exciting projects in the field of librarianship. Such programs include "Guust Van Wesemael Literacy Prize", "IFLA International Marketing Award", "Jay Jordan IFLA/OCLC Early Career Development Fellowship", "Margreet Wijnstroom Fund", "Dr Shawky Salem Conference Grant" (SSCG), etc.

viii) **Cooperation:** IFLA is now quite an active international organization. It has Formal Associate Relations with UNESCO, observer status with the United Nations, associate status with the "International Council of Scientific Unions" (ICSU) and observer status with the "World Intellectual Property Organization" (WIPO) and the "International Organization for Standardization" (ISO). In 1999, it established observer status with the "World Trade Organization" (WTO). It has also offered consultative status to several non-governmental organizations operating in related fields, including the International Publishers Association (IPA). It is also a member of the "International Council on Archives" (ICA), "International Council of Museums" (ICOM), the "International Council on Monuments and Sites" (ICOMOS), and the "International Committee of the Blue Shield" (ICBS). Again, till 2009 more than 25 corporations in the information industry have formed a working relationship with IFLA under its Corporate Partners scheme.

ix) **Standardization:** IFLA has standardized international loan request form in 1935 and has been progressively revising it since then. IFLA developed and published in 1974 the International Standard Bibliographic Description for Monographic Publication [ISBD (M)] as the basis for rules of description of monographic material in AACR-II. In 1975 IFLA and the Joint Steering Committee for the revision of AACR - (JSC/AACR) jointly developed General International Standard Bibliographic Description [ISBD(G)]. It serves as a framework for the description of all types of publication.

x) **Mailing Lists and Forum:** Sympa software provides web access to IFLA's lot of mailing lists. IFLA also serves as an international forum for librarians and advises international bodies relating to library and information science. It provides expert advice and assistance on planning and improvement of library services.

IFLA advises libraries on matters such as interlibrary loan practices, copyright laws, library building design, and development of legal deposit regulations that entitle national libraries to receive copies of every work registered for copyright in their respective countries. It also stimulates cooperation among writers, scholars, publishers, and libraries, and it assists librarians in promoting literacy and universal access to knowledge. In addition, IFLA advocates the creation of a worldwide information network.

India is represented in the Executive Board of IFLA. In October, 1985 ILA organised the IFLA's regional seminar on UAP in New Delhi. ILA also hosted 58th General Conference of IFLA in New Delhi from August 30- September 5, 1992.

5.5.2 The United Nations Educational, Scientific and Cultural Organization (UNESCO)

The representatives of 37 countries mt in London to sign UNESCO's Constitution which came into force on November 4, 1946 after ratification by 20 signatories. It is United Nations' an inter-governmental specialized agency . The UNESCO's permanent Headquarters is in Paris, France. UNESCO's website can be found over <http://portal.unesco.org>

a) Objectives: UNESCO deploys its action in the fields of Education, Natural Sciences, Social Sciences, Culture, Communication and Information. UNESCO works on several priorities that require a trans-disciplinary approach alongside the traditional focus of its five programme sectors. Here in this discussion we will only deal with Communication and Information.The main objective for UNESCO is to build a knowledge society based on the sharing of knowledge and incorporating all the socio-cultural and ethical dimensions of sustainable development. UNESCO's priorities in the area of Communication and Information include:

i) Empowering people via access to information and knowledge with special emphasis on freedom of expression;

ii) Promoting communication development;

iii) Advancing the use of ICTs for education, science and culture.

b) Organization: The General Conference consists of the representatives of the Member states of the Organization. It meets every two years, and is attended by Member States and Associate Members, together with observers for non-Member- States, intergovernmental organizations and non-governmental organizations (NGOs). Each country has one vote, irrespective of its size or the extent of its contribution to the budget.

The Executive Board, in a sense, assures the overall management of UNESCO. It prepares the work of the General Conference and sees that its decisions are properly carried out. The Secretariat consists of the Director-General and the Staff appointed by him. As of January 2007, the Secretariat employed

around 2,100 civil servants from some 170 countries. The staff is divided into Professional and General Service categories. Under a recent decentralization policy, more than 700 staff members work in UNESCO's 58 field offices around the world.

c) Membership: In short, UNESCO promotes international co-operation among its 193 (As of October 2009) Member States and six Associate Members in the fields of education, science, culture, and communication.

i) Functions and Activities: The aim of UNESCO in the field of Communication and Information is to Empower people through the free flow of ideas by word and image, and by access to information and knowledge. The Communication and Information Sector (CI) was established in its present form in 1990.

ii) UNISIST: It is a global project sponsored by UNESCO to foster and coordinate international bibliographical services being provided by various organizations. UNISIST is an inter-governmental programme to promote and guide voluntary cooperation in the exchange of information at national, regional and international stages.

iii) National Information System (NATIS): NATIS is a brain-child of UNESCO. It implies that governments at different levels (national, state and local) should maximize the availability of all relevant information.

iv) General Information Programme (PGI): PGI is the initials of its French name Program General d' Information. It was formed in 1976 combining both the NATIS and UNISIST programmes. The primary role of PGI is to promote computer application, communication technologies in library and information services, information network and foundation of online facilities for sharing and exchanging information between different countries all around the world.

v) **Universal Bibliographic Control (UBC):** For the making of bibliographies UNESCO has launched an ambitious project together with IFLA known as UBC.

vi) **ASTINFO and APINESS:** In 1984 UNESCO established "Regional Network for the Exchange of Information and Experience in Science and Technology in Asia and the Pacific" (ASTINFO) to promote regional cooperation, better understanding and socio- economic development in Asia and Pacific regions. Later in 1986 another network called "Asia Pacific Information Network in Social Sciences" (APINESS) was established.

vii) **Others:** "New World Information and Communication Order" (NWICO), "Intergovernmental Programmes for the Development of Communication" (IDDC), "International System in Research in Documentation" (ISORID), "Science and Technology Policies Information Exchange System" (SPINES), "Data Retrieval System for Documentation in the Social and Human Sciences" (DARE), "International Bureau of Education Documentation and Information System" (IBEDOC) are some other programmes of the UNESCO..

viii) **Publication:** In 1980 the first two volumes of UNESCO's General History of Africa was published. UNESCO also brought out a publication namely "Public Library Manifesto" 1949, revised in 1972, which gives a new image and a wider scope to the principles upon which the documentation and library services are based. Other publications include UNESCO Courier (monthly), Copyright Bulleting (Quarterly), Impact of Science in Society, Index Treanslationum, etc.

ix) **Seminars, Conference and Workshop:** UNESCO has supported library conferences, seminars and meetings. In 1952 an intergovernmental conference convened by UNESCO adopted the Universal Copyright Convention. In the

decades following World War II, the Convention served to extend copyright protection to numerous states.

x) **Fellowships, Funds and Grants:** The UNESCO Fellowships Programme, through the award and administration of fellowships, study and travel grants provide various opportunities for librarians. UNESCO is also responsible for sending a large number of experts as consultants and advisors to developing countries for the purpose of initiating and expanding library services. UNESCO also helps its member states to rebuild their libraries during the Second World War. It also gives a huge grant to IFLA and FID (it was dissolved in 2002). UNESCO initiated the pilot public libraries at New Delhi (India), Enugu (Nigeria) and Medellin (Colombia) which demonstrates UNESCO's Faith in public libraries. UNESCO also sponsored research on librarianship especially for the developing countries.

xi) **Cooperation:** UNESCO maintains healthy cooperation with IFLA, "International Council on Archives" (ICA), and "Committee on Data for Science and Technology" (CoDATA) established by International Council of Scientific Union (ICSU), etc.

xii) **Standardization:** The Common Communication Format (CCF) was published by UNESCO in 1984 and a second edition was published in 1988. CCF is a structure format for creating bibliographical record and exchange of records between groups of information agency and libraries.

xiii) **Mailing Lists and Forum:** The WebWorld Portals Discussion forum is the place to discuss various subjects related to Libraries, Archives, Information Society, Free Open Source Software. It also provides feedback on and discusses all prospect of WebWorld Portals. WebWorld, the website of UNESCO's Communication and Information Sector, offers

a daily news service to its clients. The news articles mainly cover UNESCO's activities in the field of communication and information, both at UNESCO's Headquarters and its field offices. The UNESCO Libraries Portal gives access to websites of library institutions around the world. It serves as an international gateway to information for librarians and library users and international co-operation in this area. The UNESCO Archives Portal gives access to websites of archival institutions around the world. It is also a gateway to resources related to records and archives management and international co-operation in the area. The Observatory on the Information Society monitors the impact of globalization on knowledge societies through the collection of pertinent information and by observing the trends. The UNESCO Free Software Portal gives access to documents and websites which are references for the Free Software/Open Source Technology movement. It is also a gateway to resources related to Free Software.

India became a member of UNESCO on November 4, 1946. UNESCO initiated its first library pilot project in India by establishing the Delhi Public Library in October 1951. This project aimed to address public library service issues in India specifically and in Asia generally.

The "Indian National Scientific Documentation Centre" (INSDOC) was set up in 1952 by the government of India with technical assistance from UNESCO. In 1964 UNESCO assisted INSDOC, again, in setting up its regional centre in Bangalore. Now "Indian National Scientific Documentation Centre" (INSDOC) has merged with "National Institute of Science Communication" (NISCOM) to form "National Institute of Science Communication and Information Resources (NISCAIR)" on 30 September 2002. The "Indian national commission" is the official agency of UNESCO and

"National Information System for Science and Technology" (NISSAT) in the "Department of Scientific and Industrial Research" (DSIR) is the focal point for UNISIST (PGI) and is also the coordinating centre for ASTINFO programme. ICSSR's NASSDOC is the centre for UNESCO supporting APINESS programme.

Besides the above, the UNESCO honored the Indian librarians by inviting them to advise upon various library projects meant for the member country. The prominent among them were Dr.S. R. Ranganathan, B. S. Kesavan, S. S. Saith and a few others. India also organized a few conferences and regional seminars of UNESCO. Notable among them are Seminar of the advancement of public libraries in Asia held at Delhi from October 6-26, 1955; Ninth General conference at Delhi in 1956; Regional seminar on library development in South Asia, University of Delhi library, 3-14 October, 1960; Seminar on Handling and Retrieval of Chemical Information, Delhi, 1986.



CHECK YOUR PROGRESS

A) Find out True and False Sentences

a) IFLA stands for International Federation of Library Associations and Institutions.

b) The full form of CILIP is Clinical Institute of Library and Information Professionals.

c) UNESCO stands for The United Nations Educational, Scientific and Cultural Organization.



5.6 LET US SUM UP

Private foundations also promote increased and improved library services around the world. Private philanthropic organizations also provide leadership in the establishment and maintenance of libraries around the world. In the early 20th century the Carnegie Corporation of New York was

instrumental in establishing free public libraries in Africa, Latin America, and the South Pacific, but the organization stopped this programme in 1917. Today the Ford Foundation, based in New York City, provides vital financial support for libraries in the developing nations of Africa, Asia, and Latin America.



5.7 ANSWERS TO CHECK YOUR PROGRESS

Ans to A)

a) True. b) False. c) True. d) True.



5.8 FURTHER READINGS

- Chakrabarti, B. (1993). *Library and information society.* World Press.
- Kawatra, P. S. (1980). *Fundamentals of documentation: With special reference to India*. Sterling.
- Kumar, K. (1987). *Library organization*. Madhuban Educational Books.
- Kumar, P. S. G. (2004). *A student's manual of library and information science* (2nd ed.). B.R. Publishing Corporation.



5.9 MODEL QUESTIONS

1. Write the name of four international library associations.
2. Describe the three pillars of IFLA.
3. Write a short note on UNESCO's contribution towards Indian Library and Information Science.
4. Define library association? What are the functions and activities that are performed by a library association?
5. Describe the role of IFLA in furthering the library and information science in the world.
6. Describe library related functions and activities of UNESCO.

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UNIT 6: LIBRARY ASSOCIATIONS (NATIONAL)

UNIT STRUCTURE

6.1 Learning objectives

6.2 Introduction

6.3 National Library Associations

6.4 ALA

6.5 ILA

6.6 IASLIC

6.7 Let Us Sum Up

6.8 Answers to Check Your Progress

6.9 Further Reading

6.10 Model Questions

6.1 LEARNING OBJECTIVES

After going through this unit, you will able to –

- Explain the different types of library associations in national level;
- Known the functions of ALA, ILA, IFLA etc.

6.2 INTRODUCTION

In unit 6, we are discussing about the various aspects of library association and learned about some main library association in international level. This unit delves into several prominent national library associations, each with its unique contributions and focus areas. The "American Library Association" (ALA) is one of the largest and most influential, offering a wide range of resources and support to library professionals across the United States. The "Indian Library Association" (ILA) plays a crucial role in the advancement of library science in India, promoting research, education, and professional ethics. The "Indian Association of Special Libraries and Information Centre" (IASLIC) focuses on the requirements of the special libraries, fostering collaboration and innovation in specialized information

services. By exploring these associations, we gain a comprehensive understanding of their impact on the library profession and the communities they serve.

6.3 NATIONAL LIBRARY ASSOCIATIONS

The "American Library Association" (ALA) (1876), "Association of Special Libraries and Information Bureau x" (ASLIB),"The Canadian Library Association(CLA)" (1946),The "Library Association", London, The "Special Libraries Association (SLA), (1909), The "Association for Library and Information Science Education" (ALISE) (1915),The "American Society for Information Science" (ASIS),The "Association of Research Libraries" (ARL) (1932),The "Society of American Archivists" (SAA) (1936), etc. are among the most popular national library associations in the world.

In India, All India Public Library Association (1919); Indian Library Association (1933); Government of India Library Association (1933); All India Rural Library Association (1933); "Indian Library Association" (1933); "All India Manuscripts Library Association" (1944) are some of popular library associations that were established before independence. The "Raja Rammohun Roy Library Foundation" (RRRLF), "Indian Association of Special Libraries and Information Centers" (IASLIC) (1955); "All India College Library Association" (1966); "Indian Association of Teachers of Library and Information Science" (IATLIS) (1969); Society for Information Science (SIS) (1969); Indian Theological Library Association; Medical Library Association of India (MALI), etc. were established after independence.

6.4 AMERICAN LIBRARY ASSOCIATION (ALA)

American Library Association, which is more popular by its abbreviated name ALA, it is a professional and national organization of library personnel of the country USA. The work of forming library association at national level in America was started in 19th century and finally it was established at the time of a conference held in 1876 at Philadelphia. The founder of ALA was Dr. Melvil Dewey, the propounder of the world famous

Decimal Classification Scheme. ALA is the biggest association in the world and its head l office is at Chicago. ALA has near about 40000 members out of which 2000 are the private persons and 8000 are corporate bodies. Near about 300 staff members are working in its office. The administration of this association is performed by a constituted council of 150 members. The main aim of ALA is to work for the welfare of the library personnel of the country. Its principal aim is to promote friendship among library personnel of the world.

Functions, Activities and Contribution of ALA

1. Training in librarianship-The first training in library line of work in the world was started by Dr. Melvil Dewey, who was the founder of ALA also. He started impart training in Columbia University of America under one of the proposals of ALA.
2. Progress in Library Science-The progress and developments which are seen today in the domain of library science has only been possible due to the establishment and cooperation of ALA. Besides it, there is no such important development in the domain of library science, in which ALA has not played its potential role.
3. Professional Education -The most important functions of ALA have been related with the professional education of library staff only.
4. Management of Library Services -The activities of ALA have generally been related with the progress and developments of management of all library service of the country
5. Library Bill-This Bill of ALA has been important and according to this Bill every citizen of America is free to consult anything in the library.
6. Censorship Bill-ALA made efforts for enacting the Censorship Bill in the country, which was passed in 1953 with the c0operation of Book Publisher's Council of America, and the bill was very useful for librarians for their personal interest.
7. Usage of modern technology: ALA always made efforts to encourage the use of modern technology in libraries present in the country.
8. Publication of Professional Literature: ALA stimulates of the

production of professional literature published by other publishers and it publishes this literature.

9. Library Service Act: the great success of this association was to do efforts for passing the Library Service Act in 1956 in America and it was revised in 1964 also.

10. Federal Policy -The Council of ALA approved its federal policy in 1965, the meaning of which was related with the progress and advancement of all types of libraries in the country.

11. Standardization: ALA prescribed some standards for public libraries once in a while.

12. Publishing work: ALA Editions and ALA Neal-Schuman publish books and e-books for librarians globally. ALA Digital Reference provides digital tools for librarians, including the RDA Toolkit, a subscription website that helps create and share bibliographic data using the RDA standard.

6.5 INDIAN LIBRARY ASSOCIATION (ILA)

In 1933 some of the government Librarians in India, especially those in Calcutta, under the leadership of K.M. Asadullah organized the first All India Library Conference. It was at this conference that the Indian Library Association was founded on 12 September, 1933. The ILA Headquarters is in Delhi.

a) Objectives: ILA was formed with three fold objectives. In1935 two more objectives were added. An amendment to the constitution of the ILA in 1970 added another four objectives. Another amendment in 1987 added three more objectives which are:

i) Promoting library movement in the country,

ii) Developing Library and Information Science education,

iii) Training and research, advancement of library personnel,

iv) Cooperation at the national and international levels,

v) Promotion of standards, norms, services and guidelines, and

vi) Providing a forum for professionals and publication of materials.

b) Organization: The Council of the association acts as the governing body. The executive committee is constituted by the council in its very first meeting.

c) Functions and Activities

i) Acting as a catalyst: the ILA involves with state governments to promote the enactment of library legislation, aiming to improve the public library system."

ii) Development of the Profession: ILA has been pursuing issues pertaining to improved pay, grades, service conditions, and status for library professionals with the government, UGC, and other relevant agencies at all levels.

iii) Taking up initiatives or projects: "Union catalogue of Periodicals in the Libraries of South Asia" was put together by ILA. ILA was given two further projects by UNESCO. The two are called "Directory of Asian Periodicals" and "Rendering of Asian Names."

iv) Publication: Library Bulleting (1942-46), "Journal of Indian Library Association" (1955-64), ILA Bulletin, ILA Newsletter, etc. are among the publications of the ILA. ABGILA (1949-52), was another publication, which was an acronym, a confluence of three journals in one periodical that is Annals, Bulletin, Granthalaya of ILA.

v) Seminars, Conferences, Workshops and Training: ILA holds All India Library Conference Annually; in 1995 Regional Conferences were started. Besides, the Association also arranges lectures, round table discussion etc. mostly in Delhi. Several training programmes in computer application (in Delhi from 2nd - 7th June 1986), use of CDS/ISIS software etc. were also organized with support of NISSAT.

vi) Fellowships, Funds and Grants: Vedanayaki Fellowship for MLISc students; Dr. Umapati Fellowship for LIS students; P.V. Verghese Prize for the best article contribution of ILA Bulletin, etc. are some of the fellowship and award programmes of ILA for promoting librarianship.

vii) Cooperation: The ILA has cooperation with international organizations such as IFLA, UNESCO, COMLA, etc. It has also been

playing an important role in the JOCLAI, RRRLF, Good Office Committee (GOC), National Book Trust (NBC), etc.

6.6 INDIAN ASSOCIATION OF SPECIAL LIBRARIES AND INFORMATION CENTRES

Three leading librarians from Calcutta, J. Saha, A.K. Mukherjee and G.B. Ghosh convened a meeting of librarians and documentarist son June 25,1955 at Indian Museum, Calcutta. This meeting resulted in the formation of IASLIC<http://iaslic1955.org> on 3rd September 1955. Dr. Sunal Lal Hora was unanimously selected as its first president and Jibananda Saha was the general secretary. IASLIC headquarters is located at P-291, CIT Scheme No 6M, Kankurgachi, Kolkata - 700 054.

Objectives of IASLIC

i. Promotion of the quality of Library and Information Services: Coordinating the activities, and foster mutual cooperation and assistance among the special libraries, scientific, technological and research institutions, learned societies, commercial organizations, industrial research establishments as well as centres of studies in social sciences and humanities;

ii. Improving technical efficiency of the professionals;

iii. Act as a focus of research and studies in special librarianship as well as documentation techniques;

iv. Act as a core of information in scientific, technical and other related fields of LIS in pursuance of the previous objects.

Organization: The general body of the members of IASLIC biennially elects 14 office- bearers and 20 members of the Council, which is the highest organ to formulate the policies and programmes of work. The Council appoints from among its members the Executive and Finance Committee consisting of 8 office-bearers and 4 members to manage the regular activities. Six Divisions are also constituted by the Council for each term. They are

i. Documentation Services;

ii. Education;

iii. Publication & Publicity;

iv. Library Services;

v. Documentary Reproduction and Translation;

vi. Cooperation and Coordination of Libraries.

Membership: IASLIC is composed of four kinds of members, namely Honorary Membership, Donor Membership, and Institutional Membership, Individual Membership (Donor, Ordinary Membership, and Life Membership).

Functions and Activities

i. **JOCLAI:** IASLIC proposed the establishment of the Joint Council of Library Associations of India (JOCLAI) to foster collaboration and coordinated action on common interests, especially for associations at the national level. Meetings of JOCLAI take place in conjunction with the national conferences of IASLIC and ILA. Additionally, it produced a Code of Ethics for Indian librarians.

ii. **Documentation, Documentary Reproduction & Translation Services:** The IASLIC undertakes compilation of bibliographies and English translation of documents from Russian, German, French, Chinese, Japanese, etc. and also undertakes imaging of documents for archiving. All these services are provided on non-profit basis.

iii. **Library Consultancy Service:** The Association undertakes consultancy services like creation of computerized bibliographic databases, retrospective conversion of records, preservation & conservation of documents, cataloguing, classification and stock verification in public and private organizations on non-profit basis.

iv. **Publication:** Its publications include IASLIC Bulletin, IASLIC Newsletter, Different books, Monographs, Directory, IASLIC Proceedings, IASLIC Annual Report, etc.

v. **Seminars, Conferences, Workshops and Training:** The Association in its continuing education programmes conducts short term courses, workshops, round tables, seminars etc. It holds a biennial seminar and a conference in alternate years.

vi. **Mailing Lists and Forum:** IASLIC Council created Special Interest Groups(SIG) to bring together persons of common interests. SIG Group meetings are held during IASLIC Conference of common interests. The SIG includes SIGon Industrial Information; SIG on Social Science Information, SIG on Computer Application, SIG on Humanities Information, SIG on Informatics, and SIG on Library & Information Science Education.

vii. **Others:** The IASLIC conducts study circle meetings for discussion on various issues of interest concerning LIS. It also conducts Ranganathan Memorial Lecture which has been held since 1993 on any topic of Library, Information and Communication science by leading personalities of the line of work. Besides, it also hosts Annual Special Lecture and celebrates the Librarian's Day every year.



CHECK YOUR PROGRESS

Q 1) Find out the answer

a) When was the ALA founded?

b) Where is the headquarters of the ILA located?

c) When was IASLIC founded?



6.7 LET US SUM UP

The advancement of librarianship is greatly aided by library associations, providing support and advocacy for library professionals, and fostering the advancement of services and standards of libraries. National library associations, such as the "American Library Association" (ALA), the "Indian Library Association" (ILA), and the "Indian Association of Special Libraries and Information Centres" (IASLIC), each contribute uniquely to the library community.

The ALA, with its extensive history and broad influence, serves as a cornerstone for library specialist in the United States, offering resources, professional development, and a strong voice in advocating for library issues at a national level. The ILA, similarly, works towards the advancement of library services in India, promoting professional development, and encouraging collaboration among libraries to enhance information access and literacy across the nation. IASLIC focuses on all the special libraries and information centers, emphasizing the importance of in depth knowledge as well as resource sharing in these critical institutions.

Together, these associations exemplify the collective effort to support and advance the library profession. They provide a framework for collaboration, set professional standards, and advocate for the vital role libraries play in education, research, and community engagement. As the information landscape continues to evolve, the contributions of these library associations of national level will remain essential in shaping the future of LIS services.



6.8 ANSWERS TO CHECK YOUR PROGRESS

Ans to Q 1)

a) 1876 b) New Delhi c) 1955



6.9 FURTHER READINGS

- Chakrabarti, B. (1993). *Library and information society.* World Press.
- Kawatra, P. S. (1980). *Fundamentals of documentation: With special reference to India*. Sterling.
- Kumar, K. (1987). *Library organization*. Madhuban Educational Books.
- Kumar, P. S. G. (2004).*A student's manual of library and information science* (2nd ed.). B.R. Publishing Corporation.



6.10 MODEL QUESTIONS

1. Discuss the main objectives of the ILA
2. Highlight the importance of conferences and seminars organized by IASLIC
3. Outline the history and evolution of IASLIC since its inception
4. Provide a comprehensive overview of the organizational structure of the ALA and its influence on global librarianship.
5. Discuss in detail the various activities and programs undertaken by the ILA to promote library services in India.
6. Evaluate the role of IASLIC in enhancing the professional development of library and information science professionals in India.

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UNIT 7 STATE LIBRARY ASSOCIATIONS

UNIT STRUCTURE

7.1 Learning Objectives

7.2 Introduction

7.3 State library associations

- 7.3.1 Assam Library Association
- 7.3.2 Bengal Library Association
- 7.3.3 Madras Library Association

7.4 Local Library Association

- 7.4.1 Guwahati Library Association (GLA)

7.5 Let's Sum Up

7.6 Answers to Check Your Progress

7.7 Further Readings

7.8 Model Questions

7.1 LEARNING OBJECTIVES

After going through this unit, learner will be able to –

- Explain the different types of library associations in state level;
- Known the functions of ALA, BLA, MLA etc.

7.2 INTRODUCTION

In unit 5 and 6, we discussed about library association relating with international and national level. In this unit we will be discussed about state and local level library association. At the state level, prominent associations such as the Assam Library Association, Bengal Library Association, and Madras Library Association play a pivotal role in advancing the cause of libraries within their respective regions. These associations work tirelessly to enhance library infrastructure, advocate for better funding, and provide

professional development opportunities for librarians. The Assam Library Association, for instance, focuses on improving library services across Assam, promoting literacy, and fostering a love for reading among the public. Similarly, the Bengal Library Association is renowned for its efforts in preserving the rich literary heritage of Bengal and supporting the growth of public and private libraries. The Madras Library Association, one of the oldest and most influential library associations in India, has been instrumental in shaping library science education and library services in Tamil Nadu. On a more localized level, the Guwahati Library Association (GLA) serves as a key player in the library ecosystem of Guwahati. The GLA works to address the specific needs of libraries in the city, organizing events, workshops, and initiatives to promote reading and support the professional development of local librarians. Together, these associations form a crucial network that supports and sustains the library system in India, ensuring access to information and fostering a culture of reading and learning. In case of state level library association, Assam Library Association, Sadau Asom Gramya Puthibharal Santha, Gujarat Library Association (Gujarat Granthalaya-Seva Sangh - GGSS), Karnataka State Library Association, Kerala Library Association, Punjab Library Association, Uttar Pradesh Library Association, Bengal Library Association (Bangiya GranthagarParishad),etc are functioning regularly.Among the state level associations the Andhra Pradesh Library Association?s "Granthalaya sarvaswamu (1915)" is the oldest professional journal which is still in publication.

7.3 STATE LIBRARY ASSOCIATION

7.3.1 Assam Library Association

The Assam Library Association (Sadau Assam Puthibharal Sangha) was founded in 1938, largely due to the efforts of Shri Kumudeswar Borthakur (1893-1966), who dedicated his life to developing libraries in Assam. He received strong support from Lokapriya Gopinath Bardoloi and other political and social leaders.

With this association, Assam became the eighth state in India to establish a state-level library association. However, after an executive meeting on July 16, 1972, the association became inactive until 1996. It was revived on February 22, 1997, with a full executive council. The Association has been performing the following functions and activities

i) **Making People Aware:** After the birth of ALA an attempt was made for a wide publicity of the library movement through different avenues like Bihu festivals, public meeting, advertisement through the screen of Kelvin Cinema, Guwahati etc. With the help of daily newspapers and using the market places people were sought to be made aware of the library movement. Children were encouraged to demand books from their parents on the occasion of their birthday or as reward for good performance in examination. The lower income groups of people were approached for small contribution through "mustibhiksha", which was a unique way of collecting handful of grains and the money thus collected from the sale of the grains was to be spent on libraries.

ii) **Organization of Rural Libraries:** In the 1st conference of Assam Library Association in 1938 hardly 50 libraries were recorded to have been engaged in library work throughout the villages of Assam and during the span of 10 years (1938-1948) Barthakur organized 250 libraries. Between May-July, 1971 it established Goalpara, Tezpur, Jorhat, Nagaon,Nalbari, Barpeta, Dibrugarh, Mangoldoi, Guwahati Mahkuma Committee for carrying out its activities but in the subsequent years it did not give much fruitful result. The Association, further, at its "Granthalok"of 1972/73 listed1 69 rural libraries of Assam with detailed address (Granthalok:1973: 81-87) that were affiliated to ALA.

iii) **Draft Public Library Act:** At the 8th Conference of the All Assam Library Association in 1964, chaired by Pandit Dr. Maheswar Neog in Gauhati, Dr. S.R. Ranganathan prepared a Draft Public

Libraries Act for Assam. This draft was submitted to the government. The association reiterated its demand at the 9th Annual Conference held in Guwahati on April 9- 11, 1971, but no progress was made. The draft was published in the Assam Library Association's 1971 souvenir. Since 1998, continuous efforts have been made to pass library legislation in Assam. A government-appointed committee has submitted a draft of the Assam State Public Library and Information Bill, which is now in the process of being accepted.

iv) Publication: In connection with the 8th Annual conference of 1964 ALA published one

Souvenir; A Souvenir was also published by the reception committee with 9th Annual conference in 1971. At the 10th Annual Conference on 24th and 25th November, 1972 at Nagaon the half yearly official organ of the Association titled "Granthalok" took birth.In1972/73 it brought out another volume of "Granthalok". One newsletter was published in the year 1999.

v) Seminars, Conferences, Workshops and Training: The Assam Library Association (ALA) has worked to establish a voluntary village library system by organizing conferences in various districts. These efforts have helped gain public support and sympathy for public libraries. The ALA held its first conference in Dibrugarh in 1938, followed by conferences in Tezpur in 1952, Nagaon and Jorhat in 1953, Golaghat in 1955, Bokakhat in 1957, and Mangaldoi in 1959. The eighth conference took place in Guwahati on October 24-25, 1964. The ninth conference was also in Guwahati, held from April 9-11, 1971. The tenth annual conference was in Nagaon on November 24-25, 1972. Through these conferences, the ALA successfully raised awareness and support for the development of public libraries in Assam.

vi) Librarian's Day Celebration: In 1998 ALA celebrated Librarian?s Day with Guwahati Library Association (GLA) at Guwahati and in1999 with Jorhat Library Association. It observed its 12th annual

Conference on 12th August at Guwahati District Library Auditorium along with the Librarian?s Day which was also observed in association with the Department of Library and Information Science, Gauhati University and Guwahati Library Association.

Through a resolution passed in the 8th conference (1964), the All Assam Library Association had resolved to start a certificate course in Library Science but till now it has not been implemented. The Association, however, is passing into an inactive stage day by day. Unless some young and energetic librarians take the responsibility, the future of the Association doesn?t look promising.

7.3.2 Bengal Library Association

Bangiya Granthagar Parishad, formerly known as All Bengal Library Association, was established in 1925 under the presidentship of Poet Rabindranath Tagore. Presently, the Association is housed in its four-storied building accommodating its office, library, classrooms and computer room at P64, CIT Scheme 52, Kolkata - 700 014.

a) Objectives:

i) Propagating the importance of library and information services for individuals and for the society and developing awareness for the same.

ii) Suggesting measures for improvement and expansion services for all categories of libraries in the state;

iii) Organizing movement for the advancement of the service state as well as proper pay and position of the library workers;

iv) Organizing conferences and seminars to enlighten people about the various aspects of the library, movement and services

v) Organizing training courses, refresher courses, workshops etc. and publishing books, periodicals, reports etc pertaining to library science and library services.

b) Organization: The General Body, the Council and the Executive Committee form the organizational structure of BLA.

c) Membership: Anybody interested in the library advocacy or movement may become a member of the organizations. There are five categories of members i.e. Patron, Honorary Member, Donor Member, Life Member, Personal Member and Institutional Member.

d) Functions and Activities: The Association is performing the following functions and activities

i) Library Service: The Association has a library of its own with a collection of greater than 5 thousand books on library and information science and reference tools. The Library is open to all members and students.

ii) Publication: The first periodical on Library Science in Bengal was published by the Bengal Library Association in 1937 as "Bengal Library Association Bulletin - Bangiya Granthagar Parishad Patrika". Presently, the Association publishes among thlyjournalin Bengali with English Abstract named "Granthagar". Besides this, the Association also regularly publishes books on Library and Information Science and library services in English and Bengali. The English collection includes Research Methodology, Book Classification, Phanibhusan Roy Commemorative Volume, Library Movement in India, etc.

iii) Seminars, Conferences, Workshops and Training: Bengal Library Conference is a forum of the library users and workers where any person having interest in library services can participate.

iv) Course in LIS: It has been conducting a Certificate Course in Library Science since1937, Special Course on Computer Application in Library Services, and Refresher courses for working librarians.

7.3.3 Madras Library Associations (MALA)

MALA was established in 1928 by Mr. K.V. Krishnaswamy Aiyar and Dr. S. R. Ranganathan. MALA has above 400 members

and actively involved in promoting library movement in the state of Tamilnadu. It conducts workshops, conferences and seminars as well as training programmes for the advancement of of library profession and public library services. MALA Infozine is a newsletter of MALA. (malamanagedbiz.com)

MALA in collaboration with the Government Museum, Madras organized a three-day seminar on "Public Library Services and Information Networks? from 4-6 January 1988. Various issues related with the public libraries were discussed during the seminar. History During the early years the MALA launched many innovative programmes such as a mobile library service for the rural areas of Mannargudi and Cuddalore; hospital library service; publication of a collection of essays in English and South Indian languages on the "Library Movement" by several distinguished authors; compilation of bibliographical lists; promotion of school libraries and organising essay competitions among school children.

A programme for training librarians was started in 1929 which was handed over to the University of Madras in 1931. This later developed into a post graduate diploma course and eventually the full-fledged Bachelor's degree course.

Monographs on all aspects of library science such as Five Laws of Library Science, Colon Classification, Classified Catalogue Code and Library Administration were also published which gained international recognition.

These publications form the basic works for the training programmes conducted by library schools in India and abroad. It took over two decades of perseverance on the part of MALA for the Madras Public Libraries Act to be passed in 1948. This act, the first in the country, proved to be the model for the later acts. To widen the Association's activities and concentrate on college, research and industrial libraries, the need for a permanent abode of its own was felt. Its former president, the late S.R. Ranganathan had earmarked for the building fund a part of the proceeds of the royalties earned by

his books. These funds finally provided the MALA in 1976, with premises --- a wing of the Gokhale Shastri Institue in Mylapore.

Objectives

The main objectives of the Association were promotion of the library movement and creation of general awareness, especially among the rural public, of the benefits of using books and libraries. To achieve these, lectures, filmshows, exhibitions, and other activities were organised. The MALA's aims and activities were well received and appreciated both by the public and the government, and by the end of the first year its membership had reached 400, comprising mainly of the elites of Madras

Events/ Functions:

The MALA is continuously organizing education programmes, discussion groups, workshops, conferences and seminars. The Association maintains active liaison with academic and research institutions, book publishers, and many of its activities are planned in collaboration with local, national and international institutions.

7.4 LOCAL LIBRARY ASSOCIATIONS

Guwahati Library Association (GLA), Jorhat Library Association etc are very active local level library associations in India.

7.4.1 Guwahati Library Association (GLA)

The highly inactive Assam Library Association was behind the establishment of GLA on 8th February, 1993 by some enthusiastic library personnel at District Library, Guwahati. The first ad-hoc executive body meeting was held at the Department of Library & Information Science, Gauhati University on 2nd July 1993 and the first general body meeting was held on 6th December 1993. The Association carried out the following functions and activities

i) **Revival of ALA:** The GLA is behind the revival of ALA in 1996. In 1996 when it was observing the Librarians Day at Guwahati District

Library, in the afternoon session its platform was given to the living members of ALA for its revival and ultimately ALA got revived on 22nd February,1997at the11th Annual conference at Gauri Sadan, Guwahati.

ii) Publication: The GLA in connection with its first annual conference in 1995 brought out a souvenir titled "Librarianship in Assam: A Challenging profession". After that it published another 4 volumes of its souvenir and one Newsletter in 2001.

iii) Seminars, Conferences, Workshops and Training: The first annual conference of GLA was held at Assam Agricultural University Campus, Khanapara (1995) and since then its annual conferences are being held more or less regularly.

iv) Librarian's Day Celebration: Under the banner of Guwahati Library Association the Librarian?s Day was celebrated for the very first time in Assam on 12th August, 1994 at Lakhiram Barooah Sadan, Guwahati.

Within its own scope, the GLA is striving for the growth and development of the Library and Information Science profession in Assam.



CHECK YOUR PROGRESS

Q 1) Answer the following questions in one words

a) In which year ALA was revived?

b) In which year BLA established?

c) In which year MALA was established?



7.5 LET US SUM UP

In conclusion, state-level library associations such as the Assam Library Association, Bengal Library Association, and Madras Library

Association are vital in promoting and enhancing libraries in their regions. These associations work to improve library services, secure better funding, and provide professional development for librarians. The Assam Library Association promotes literacy and a love for reading, while the Bengal Library Association focuses on preserving Bengal?s literary heritage. The Madras Library Association, one of India's oldest, has significantly influenced library science education and services in Tamil Nadu. Local associations like the Guwahati Library Association address the needs of libraries in specific cities, organizing events and workshops to support reading and librarian development. Together, these associations create a strong network that sustains the library system in India, ensuring access to information and fostering a culture of reading and learning.



7.6 ANSWERS TO CHECK YOUR PROGRESS

Ans to Q 1)

a)1997 b) 1925 c) 1928



7.7 FURTHER READINGS

- Chakrabarti, B. (1993). *Library and information society*. World Press.
- Kawatra, P. S. (1980). *Fundamentals of documentation: With special reference to India.* Sterling.
- Kumar, K. (1987). *Library organization*. Madhuban Educational Books.
- Kumar, P. S. G. (2004).*A student's manual of library and information science* (2nd ed.). B.R. Publishing Corporation.



7.8 MODEL QUESTIONS

Q. 1. Describe the activities of Assam Library Association.

Q 2. Write a short note on Bengal Library Association.

Q 3. Describe the activities of GLA.

Q 4. Write the significances of state level library association.

Q 5. Write a descriptive note on Madras Library Association.

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UNIT 8: LIBRARY LEGISLATION

UNIT STRUCTURE

8.1 Learning Objective

8.2 Introduction

8.3 Need for Library Legislation

8.4 Components of Library legislation

8.5 Characteristics of Library Legislation

8.6 Role of Different Bodies in Enacting Library Legislation

8.7 Library Legislation in India

8.8 Let's Sum Up

8.9 Answers to Check Progress

8.10 Further Readings

8.11 Probable Questions

8.1 LEARNING OBJECTIVES

After going through this unit, learner will be able to –

- Know about the concept of library legislation;
- Explain the need of library legislation;
- Explain the essential features of library legislation;
- Know about the history of library legislation in India;

8.2 INTRODUCTION

The Library Act, as it relates to libraries, aims to provide legal provisions for the establishment of library systems, as well as for the upkeep, services, functions, rights, and management of such systems under state or federal government. Laws pertaining to libraries have the power to control many aspects of public library services. It is a tool for the planned growth of public libraries, ensuring that they are established, developed, and maintained in a consistent manner. It may assist in creating a feeling of

self-awareness in those who would otherwise feel compelled to utilize the library's resources. In Great Britain, the first library legislation was passed in 1850. Currently, the majority of nations mandate that public library services be used for free.

8.3 NEED FOR LIBRARY LEGISLATION

Providing public library services naturally aligns with democratic values. Free communication is vital for maintaining a free society and fostering creative culture. Public libraries expect users to invest time, not money, in utilizing their services. This raises the question of funding. Experience shows that effective public library services require legislation. Library legislation is necessary because it ensures proper funding, regulation, and support for public libraries.

i) A law aids in creating important situations under which public libraries can be established in the whole nation.

ii) In order put the public library on a healthy and sure financial state by way of levy of library tax.

iii) To protect the public library from political interference and to make it independent of subscriptions, gifts, and private donations.

iv) For a healthy administrative setup with permanent, uniform, efficient, balanced and coordinated library service as well as for right line of growth.

v) In order to end the problem of land, building, legacies, etc.

vi) In order to centralized various services like acquisition, processing, etc.

Public libraries are given financial support under library legislation; however, a clause that should be included in library legislation would depend upon the social, political and economic environment. The major ways for making finance provision of public libraries through library legislation are-

i) Yearly budget allocation by the state out of its total funds with capital grants from central government.

ii) Levying of library cess or tax with a matching grant from the state government.

8.4 COMPONENTS OF LIBRARY LEGISLATION

Dr. S. R. Ranganathan recognized the following components of public library act.

a) Preliminaries: This section of the Library Act contains a definition for each term used in the act as well as a brief summary of the act's title.

b) Top Management: It covers matters pertaining to the administration of the libraries that will be covered by the Act, including who will be in charge of the libraries. It is the second thing to think about.

c) Library Committee: A committee is to be formed to provide recommendations to the librarians and the library authorities, which includes upper management. The library act ought to specify precisely who will serve on these committees as well as their roles, responsibilities, privileges, and other details.

d) Finance: The Act should describe clearly-

i) Rate of local additional tax or surcharge; library cess rate;

ii) Items that are subject to taxes, such as real estate, automobiles, and houses, among others;

iii) The process of receiving the cess from the public;

iv) Using Cess to verify the money received;

v) Other sources of finance;

vi) The Library Act itself ought to include a provision requiring the maintenance of all accounting records and periodic audits. The Act should also address staff appointments, staff categories, pay scales, service conditions, and working hours.

vii) The Act needs to reference the laws, regulations, and bylaws.

8.5 CHARACTERISTICS OF LIBRARY LEGISLATION

Major characteristics of library legislation are-

i) Laws pertaining to libraries must be straightforward and broad. It should also permit expansion or alteration in the future.

ii) It should to be devoid of political sway or shifts.

iii) It must specify the obligations of the federal, state, and municipal governments.It must make the library service compulsory and free to one and all.

iv) It needs to provide an environment where libraries can thrive.

v) It must plan and oversee library operations while acknowledging that everyone has the right to unrestricted access to knowledge and information.

vi) The legislation should meet every interest of its reader.

vii) Depending on their areas of expertise, different types of libraries can be given varied responsibilities in order to provide the community with better services at the lowest possible cost.

viii) It needs take into account the other types of libraries also.

8.6 ROLE OF DIFFERENT BODIES IN ENACTING LIBRARY LEGISLATION

The following roles can be played by different bodies in the process of enacting the library legislation in respective states.

a) The local as well as the state and national levellibrary associations can lay down a strategy to get the public legislationpassed. They can utilize various media and platforms to propagatethe idea of library legislation. Members of the state assembly, especiallythe concerned ministers should be approached and be presented a strong case for library legislation. Indian Library legislation must provide all the support and guidance needed for the purpose.

b) Professionals in libraries ought to educate both the general public and the affluent about the important role that libraries may play. They ought to do so via the services they provide to the company where they work, follow by media outlets like radio, television, and newspapers.

c) **Elite Groups:** It is the elite's responsibility to formulate policies, procedures, etc. They have an unspoken duty to do their best to serve the people as the leaders of the society. As a result, given the potential role that the library can play, they should assume responsibility for educating the public about the resources, amenities, and services that the library offers.

d) **Political Leader and General Public:** In enacting library legislation, leaders who are significant in the decision-making process should receive particular consideration. Additionally, the general public should exert pressure to pass the library legislation.

8.7 LIBRARY LEGISLATION IN INDIA

a) Before Independence: prior to independence India demonstrates some of the key actions taken in putting library laws into practice. These can be summed up as follows.

i) The Press and Registration of Books Act (1867): For British India, the Press and Registration of Books Act was passed in 1867. This Act regulated printing presses and newspapers in order to preserve copies of books and newspapers published in India and to register those publications. It made it easier for some particular libraries to obtain free copies of books and to have an ongoing collection of the nation's first printed books. According to this Act, the publisher or printer of each book or newspaper was required to provide three copies: one to the Governor General in Council, one to the Secretary of State for India, and one to the local administration. Funds for the encouragement of literature (1898);

ii) **Imperial Library Act (1902);**

iii) **Model Library Act (1930).**

A "Model Library Act" drafted by Dr. S. R. Ranganathan was presented at the "All Asia Educational Conference" held at Banaras in 1930.In 1942 on the request of ILA, he drafted another bill called "The Model Public Library Bill?.

b) **After Independence:** The following are the main actions taken to

put library laws into effect in the post-independence era:

i) Imperial Library Act (1948): In 1948, the Imperial Library (changing of name) Act was passed by the Indian government. The National Library (of India) was established by this act, replacing the Imperial Library of Calcutta (Kolkata).Delivery of Books (Public Libraries Act) 1954: In 1954 Indian parliament passed Delivery of Books and Newspaper Act which was further amended as the Delivery of Books and Newspaper (Public Libraries) Amendment Act 1956 to include serials as well.

ii) Model Library Act / Bill (1963): Under the direction of Dr. D. M. Sen, a group also produced a library bill in 1963. The 1930 Model Library Act was then revised in 1972. The Planning Commission's library law subcommittee created another sample public library bill in 1966.

c) Present Status of Library Legislation in India: In India nineteen states haveenacted library legislation till now and the rest are providing libraryservices without legislation. The list of the 19 Acts is given are

i) "Andhra Pradesh (Hyderabad) Public Libraries Act, 1960"
ii) "Arunachal Pradesh Public Libraries Act, 2009"
iii) "Bihar Public Libraries Act, 2007"
iv) "Chattisgarh Public Libraries Act, 2007"
v) "Goa Public Libraries Act, 1993"
vi) "Gujarat Public Libraries Act, 2001"
vii) "Haryana Public Libraries Act, 1989"
viii) "Karnataka (Mysore) Public Libraries Act, 1965"
ix) "Kerala Public Libraries Act, 1989"
x) "Maharashtra Public Libraries Act, 1967"
xi) "Manipur Public Libraries Act, 1988"
xii) "Mizoram Public Libraries Act, 1993"
xiii) "Orissa Public Libraries Act, 2001"
xiv) "Pondichery Public Libraries Act, 2007"
xv) "Rajasthan Public Libraries Act, 2006"
xvi) "Tamil Nadu (Madras) Public Libraries Act, 1948"
xvii) "Uttar Pradesh Public Libraries Act, 2005"

xviii) "Uttarakhand (Uttaranchal) Public Libraries Act, 2005"

xix) "West Bengal Public Libraries Act, 1979."



CHECK YOUR PROGRESS

Q 1) Match the following:

a)	"Imperial Library Act"	a)	1954
b)	"Delivery of Book Act"	b)	1930
c)	"Model Library Act"	c)	1948
d)	"The Press and Act"	d)	1867 Registration of Books



8.8 LET US SUM UP

There isn't a single nation with library legislation that can offer fully functional and efficient library services. Even though most countries have revised their laws, all of them still have issues to some extent. Once more, a large number of nations lack formal legislation, but they nevertheless provide superior services to the public than do those with formal legislation.



8.9 ANSWERS TO CHECK YOUR PROGRESS

Ans to Q 1)

a)1948 b) 1954 c) 1930 d) 1867



8.10 FURTHER READINGS

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8.11 MODEL QUESTIONS

Q 1) Write on the need of having library legislation.

Q 2) Write about the patterns of library legislation.

Q 3) What are the different components of library legislation?

Q 4) What are the roles of different bodies in enacting library legislation?

Q 1) Write notes on library legislation in India after independence.

Q 2) Discuss the characteristics of library legislation.

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UNIT 9: LIBRARY LEGISLATION OF INDIA

UNIT STRUCTURE

9.1 Learning Objectives

9.2 Introduction

9.3 History of Library Legislation in India

9.4 Need of Library Legislation in India

9.5 Function of Library Legislation in India

9.6 Model Act of SR Ranganathan

9.7 Impact of Model Library Legislation

9.8 Different Library Legislation of India

9.9 Let us Sum Up

9.10 Answer to check your Progress

9.11 Further Reading

9.12 Model Questions

9.1 LEARNING OBJECTIVES

After going through this unit, you will be able to –

- Role, functions and need of library legislation,
- History and efforts made for library legislation in India.

9.2 INTRODUCTION

An important landmark in the history of public library services in India was made by Maharaja Sayaji Rao Gaekward by introducing free compulsory elementary education backed by libraries in 1883 in the district of Baroda and thus free public library services in India were introduced as a system in 1907. Bombay Government appointed the Library Development Committee under the Chairmanship of A. A. A. Fyzee in 1939. The committee recommended the establishment of different types of libraries in several stages to create library services to the people of all segments. After

independence number of significant developments has taken place for expansion of public library system in the country. The first step was towards the enactment of library legislation. The credit for providing first public libraries Act goes to S.R. Ranganathan and state of Madras.

9.3 HISTORY OF LIBRARY LEGISLATION

- The Public Libraries Act 1850 was an act of the United Kingdom Parliament which first gave local region the power to establish free public libraries.
- The first model public libraries acts was prepared by Dr. S.R. Ranganathan in 1930 and revised in 1957 and 1972.
- The credit of enacting a library act for the first time in India however goes to the Kolhapur Princely State (of the present Maharashtra), which is known as Kolhapur Public Libraries Act, 1945.
- The third attempt (first in 1931, second in 1935) of the Madras Library Association made in 1946 through the good offices of Ranganathan met with success in 1948.
- In 1948, the Indian government formed a committee to recommend the establishment of a National Central Library in New Delhi.
- The Union Government appointed Shri M.D. Sen as the chairman of an expert committee to draft a model public library bill..
- The Indian Library Association drafted the Indian Library Association's Model Libraries act, 1989, which was created by Dr. V. Venkatappaiah as a model public library act.
- The UNESCO Public Library Manifesto, 1972 is a model library legislation that was produced by UNESCO and is supported by the IFLA/UNESCO Public Library Manifesto 1994.

9.4 NEED OF LIBRARY LEGISLATION

Legislation pertaining to libraries is necessary to establish an appropriate body for oversight and administration, endowing it with executive authority; to establish a well-functioning, publicly accessible library system

at the state, district, and even village levels; to guarantee a consistent and long-term source of funding; and to uphold the integrity of library services. The main reasons behind the public library legislation are as follows:

- It offers recommendations for the public library system's organizational framework that are suitable for the region and relevant authorities.
- The public libraries are shielded from political and bureaucratic meddling, allowing the system to operate efficiently.
- It guarantees consistent and sufficient funding for the advancement of public libraries by providing various funding mechanisms such as government grants, library funds, and library cess.
- Legislation pertaining to libraries affords representatives of the public the chance to engage in the operation of public libraries at all levels.
- It indicates the government's role for the advancement of the public library system.
- The document embodies the constitution and roles of the library authority across many tiers, including national, state, district, and panchayat levels.

9.5 FUNCTION OF LIBRARY LEGISLATION

The Advisory Committee for Libraries2 constituted by the Government of India (1958) proposed the following five functions of library legislation:

- It should clearly define the government's responsibility in the matter of public libraries;
- Legislation should lay-down the constitution and functions of the library authority at national, state and district levels;
- Legislation should provide an assured basis for library finance.
- Legislation should lay-down the structure of the public library system; and
- Legislation should provide for participation of the representative of the public, in the work of the public libraries at all levels.

9.6 MODEL ACT OF SR RANGANATHAN

The Model Public Libraries Act was later revised by Dr. S.R. Ranganathan, who first proposed the Model Library Act as a conference paper during the All Asia Educational Conference in Banaras in 1930. This Model Act was attempted to be introduced in Madras in 1933 and West Bengal in 1931. But several mandatory clauses prevented it from being passed. The following list highlights the key components of this Model Act:

- The Act will give a system of Public Libraries for the city, rural as well as other areas.
- The State Library Authority will be headed by the Minister of Education (S L A). The State Library Authority will be responsible for ensuring that the State has sufficient library services.
- The State Library Authority will receive advice on all topics arising under the Act from a State Library Committees that has been established.
- The establishment of a Local Library Authority (L L A) in every city and district.
- The State Library Authority, the Government, and a Local Library Authority have the authority to increase library rates at a frequency and in a way that is periodically decided.

9.7 IMPACT OF THE MODEL ACTS

The Public Libraries Bill was attempted to be introduced in Madras and West Bengal, respectively. The Acts' mandatory financial provisions prevented them from being passed. Following independence, the public library acts were passed in West Bengal (1979), Andhra Pradesh (1960), Madras (1948), Hyderabad (1955), Karnataka (1963), Maharashtra (1965), and Andhra Pradesh (1960). These Acts have partially embraced the Dr. S.R. Ranganathan Model Act in their structural design. The Planning Commission's and the Ministry of Education's Model Bills have no bearing on the passage of Library Acts in these Indian states. The Model Act was distributed to every State by the ILA.

9.8 DIFFERENT LIBRARY LEGISLATIONS OF INDIA

According to RRRLF (Raja Rammohun Roy Library Foundation), In India there are 19 states who implemented library legislation.:

(i) Madras Public Libraries Act, 1948

The first library act in independent India was the Madras Public Libraries Act. The Connemara Public Library in Madras was recognized as Tamilnadu's state central library under this act. It provides provisions for creating a state library authority to advise the government on library-related issues and choose a director of public libraries.

(ii) Andhra Pradesh Public Libraries Act, 1960

To lead, oversee, and manage the public library system, it established the directorate of public libraries. Public libraries also receive grants-in-aid from the government and city/zila Granthalaya Santha, as per this legislation. Compared to previous library acts, this one is more functional.

(iii) Karnataka Public Libraries Act, 1965

It provides for the establishment of a separate public library department led by a professional. Additionally, it makes provisions for the formation of advisory committees for village and branch libraries.

(iv) Maharashtra Public Libraries Act, 1967

Create a state library council, a distinct library department, and appoint a qualified individual to serve as the department's director. Every year, the government will contribute to the library fund. Regarding anything related to the management of this act, the state government will receive advice from the state library council.

(v) West Bengal Public Libraries Act. 1979

This is essentially a copy of the Madras Act. The state government uses its exchequer to cover the cost of library maintenance. District librarians and district library officials in the districts may be appointed by the government. The act gives the state government funding in the form of yearly grants.

(vi) Manipur Public Libraries Act, 1988

This act suggests that a state library committee be established by the state government. In order to expand the state's library services, the state library committee established a library fund, mostly with funding from the state government.

(vii) Kerala Public Libraries Act, 1989

The Kerala Act differs significantly from the other acts, yet its democratic and more decentralized structure makes it special. All of the costs incurred by the State Library Council, District Library Councils, and Taluk Library Unions will be covered by the State Library Fund, which is managed by the state library council hall. The State Library Fund alone will be credited with the state library cess collected in the state as well as grants from the state and federal governments, etc.

(viii) Haryana Public Libraries Act, 1989

In addition to creating a state central library and district library committees for each district, this legislation also established the State Library Directorate, which will carry out the programs authorized by the State Library Authority. Additionally, this legislation provides for the State Library Authority to recognize cooperative institutions and State library associations.

(ix) Mizoram Public Libraries Act, 1993

This act aids in the formation of the State Library Council, which provides advice to the government on a wide range of library-related issues, including the growth and promotion of libraries within the State. Private libraries are not eligible for grant-in-aid.

(x) Goa Public Libraries Act, 1994

This legislation approved the creation of the state library directorate, which will oversee and manage the state's public library system. A private library grant-in- aid is available. The state's consolidated money will be used to pay for department upkeep expenses.

(xi) Gujrat Public Library Act, 2001

The highest authority within the library system is the Gujrat State Development Council. The administration of the act is committed to the director of public libraries. Established is the State Library Development

Fund, which is made up of grants, contributions, and gifts.

(xii) Orissa Public Library Act, 2001

The lack of a library cess in the Orissa Public Library Act suggests that the state government is responsible for funding the library. The act's administrators and goal achievers are the library authority.

(xiii) Uttar Pradesh Public Library Act, 2006

This act establishes a state library council, which will be led by the minister responsible for libraries. The absence of a clause imposing a library cess in the statute indicates government financial support.

(xiv) Uttarakhand Public Library Act, 2005

The statute creates a state library committee, whose member secretary is the director of school education and whose chairman is the minister in charge of education. Any public library may be inspected by the director of public libraries to make sure that policies and procedures are being followed. The statute specifies how a library charge will be applied.

(xv) Rajasthan Public Library Act, 2006

The Minister in charge of libraries is designated by this act as the chair of the State Library Council. Additionally, they suggested that advisory groups for libraries be formed in all public libraries. There are no provisions in this act that would impose a library cess.

(xvi) Chhattisgarh Public Library Act, 2008

The minister of the department of school education is in charge of this committee. The library cess is not covered. District library committees create and oversee district libraries.

(xvii) Bihar Public Library Act, 2008

A state library and information center authority is established by this statute. The statute does not contain measures for implementing a library cess and instead establishes a separate directorate.

(xviii) Arunachal Public Library Act, 2009

They established a library planning committee with the aid of this statute, and the minister in charge of the committee chaired it. There are no provisions in the statute for charging a library cess. The public's reading habits and library use are intended to be encouraged by this statute.

(xix) Telangana Public Library Act, 2015

The state minister of cultural affairs is in charge of this committee. I do not have a library cessation policy. Library committees develop and direct district libraries and rural libraries.

Detailed tables of state, enacted year and Library cess are

SL No.	State	Year	Library Cess
1	Madras (Tamil Nadu) Public Library Act	1948	Library cess (10%) on property tax
2	Andhra Pradesh Public Library Act	1960	Library cess(8%) on lands and buildings
3	Karnataka Public Library Act	1965	Library cess (6%) on lands, buildings, vehicles and profession
4	Maharashtra Public Library Act	1967	No Library cess
5	West Bengal Public Library Act	1979	No Library cess
6	Manipur Public Library Act	1988	No Library cess
7	Haryana Public Library Act	1989	Local bodies to levy cess
8	Kerala Public Library Act	1989	Library cess (5%) on property tax and not less than 1% of state expenditure on education
9	Goa Public Library Act	1993	Surcharge on IMFL @0.50 ps. Per ltr.
10	Mizoram Public Library Act	1993	No Library cess
11	Gujrat Public Library Act	2001	No Library cess
12	Orissa Public Library Act	2001	No Library cess
13	Uttar Pradesh Public Library Act	2006	No Library cess
14	Uttarakhand Public Library Act	2005	No Library cess
15	Rajasthan Public Library Act	2006	No Library cess
16	Chhattisgarh Public Library Act	2008	No Library cess
17	Bihar Public Library Act	2008	No Library cess
18	Arunachal Pradesh Public Library Act	2009	No Library cess
19	Telangana Public Library Act	2015	No Library cess



CHECK YOUR PROGRESS

A) Fill in the Blanks

a) Free public library services in India were introduced in _____

b) The first model public libraries act was prepared by _____ in _____

c) National Central Library was established in _____

d) Madras Public Libraries Act was enacted in _____

e) _____ has Library cess (10%) on property tax.

f) RRRLF stands for _____

B. Match the Followings

Column A	**Column B**
Madras (Tamil Nadu) Public Library Act	1967
Goa Public Library Act	1948
Telangana Public Library Act	2009
Uttarakhand Public Library Act	1993
Arunachal Pradesh Public Library Act	2015



9.9 LET US SUM UP

Legislation did not create the well-known public libraries at the federal or state levels; rather, they were granted ongoing funding and status as public institutions in order to provide equitable services to all members in the society. Only 19 states were able to pass public library laws, despite several attempts to include every state in the nation. The four southern Indian states of Tamil Nadu, Andhra Pradesh, Karnataka, and Kerala were among the first in the nation to enact laws pertaining to public libraries. The State Central Libraries must take the lead as they are the crown jewel of each state's public library system..



9.10 ANSWERS TO CHECK YOUR PROGRESS

A. Fill in the Blanks

a) 1907

b) Dr. S.R. Ranganathan, 1930

c) 1948

d) 1948

e) Madras

f) Raja Rammohun Roy Library Foundation

B. Match the Followings

Madras (Tamil Nadu) Public Library Act	1948
Goa Public Library Act	1993
Telangana Public Library Act	2015
Uttarakhand Public Library Act	2005
Arunachal Pradesh Public Library Act	2009



9.11 FURTHER READINGS

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5. Ranganathan, S R. Library development Plan, etc. New Delhi: Delhi University, 1950 (May 16). www.rrrlf.ac.in. rrrlf.ac.in



9.12 MODEL QUESTIONS

Q 1) List the helpful factors of library cess in the library

legislation.

Q b) Compare the criteria of public library acts.

Q c) Describe a comprehensive structure for governance of library legislation body.

Q d) State the sources of funds in the states which have a public library act.

*** *** ***

UNIT 10 INFORMATION ACTS AND POLICES

UNIT STRUCTURE

10.1 Learning Objective

10.2 Introduction

10.3 Intellectual Property Right (IPR)

10.4 Copyright

10.5 Censorship

10.6 The Delivery of Books and Newspapers (Public Libraries) Act, 1954

10.7 Right to Information (RTI) Act

10.8 Information Policy

10.9 National Knowledge Commission

10.10 Let's Sum Up

10.11 Further Readings

10.12 Answers to Check Your Progress

10.13 Probable Questions

10.1 LEARNING OBJECTIVES

After going through this unit, the learner will –

- Understand important acts like Delivery Of Books Acts; Press & Registration Act.
- Explore various issue in information dissemination like copyright

10.2 INTRODUCTION

Information access is fundamental right of citizen of country. With the of the shift of the industry based society to information based society there has significant change in the knowledge system. Various acts and policy has also been developed for regulating the vast information.

10.3 INTELLECTUAL PROPERTY RIGHT (IPR)

Intellectual property encompasses creations born from human intellect and cognitive abilities. Though predominantly intangible, it can also materialize in tangible forms. Owners of intellectual property also have the right to prevent the unauthorized use or sale of their property. The World Intellectual Property Organization (WIPO) defines intellectual property (IP) as creations originating from the human mind, including inventions, literary and artistic works, symbols, names, images, and designs utilized in trade and commerce. Intellectual property is divided into two categories:

i) Industrial property, which includes inventions (patents), trademarks, industrial designs, and geographic indications of source; and

ii) Literary Property, which includes literary and artistic works such as novels, poems, films, musical works, artistic works such as paintings, photographs, sculptures and architectural designs.

Emerging innovations across various fields of science and technology are products of human ingenuity, forms intellectual property. Safeguarding creativity is crucial for preventing unauthorized use. Patent rights shield inventions, while registering new designs ensures their protection; Trademarks safeguard logos and labels and Copyright law defends artistic, literary, and other works. Proper documentation is key to protecting these assets, ensuring that the fruits of intellectual labor remain rightfully attributed. It's crucial to protect intellectual property to ensure that others don't benefit unfairly from the efforts of creators. There are various methods for safeguarding intellectual property. Patents safeguard inventions, while new designs can be protected through registration. Trademarks shield logos and labels. Copyright law provides legal protection for works such as art, literature, films, music, and software. Geographical indications help protect biological and cultural heritage through proper documentation.

Government can acquire movable and immovable property for public purposes, it can also regulate intellectual property. This includes issuing compulsory licenses, granting licenses of right, and imposing restrictions for reasons like public health and morality.

The legislation covering intellectual property right in India are:

i) Communication: Communication Bill, 2000

ii) Copyright: The Copyright Act of 1957 (last amended in 1994)

iii) Designs: The Design Act 1911

iv) Information Technology: Information Technology Act 2000

v) Patent: The Patent Act 1970 (changes bought in 1994)

vi) Trade Mark: The Trade Merchandise Mark Act 1958, etc.

India signed the Berne convention in 1886 when it was part of the British Empire. India also signed the Universal Copyright convention in 1952 of its own choice as a free country. a) Intellectual Freedom: According to American Library Association, Every individual has the right to both seek and receive information from all points of view without restriction. It provides for free access to all expressions of ideas through which any and all sides of a question cause or movement may be explored. Intellectual freedom encompasses the freedom to hold, receive, and disseminate ideas. According to Canadian Library Association, the fundamental right is to have access to all expressions of knowledge, creativity and intellectual activity, and to express their thoughts publicly.



CHECK YOUR PROGRESS

Q1. _____ and _____are the two categories of intellectual property.

Q2. Full form of WIPO is _____.

10.4 COPYRIGHT

Copyright, along with related rights, constitutes a legal grant bestowed upon creators of literary, dramatic, musical, and artistic creations for a defined duration. The range include photographs, paintings, audio,

video, artifacts, programs and much more. This provision affords the originator of an authentic work exclusive privileges concerning its utilization and dissemination. Copyright safeguards authors against unauthorized exploitation of their creations. Notably, for a work to merit copyright protection, it must surpass the threshold of being merely an idea and demonstrate originality. Copyright is basically the individual right of an author to dispose of his / her work in return for remuneration. According to Christopher Scarles, ? subject to certain exception, it is ownership of and right of control over all possible ways of reproducing a work?.

According to The World Intellectual Property Organization (WIPO)– Copyright and related rights protect the rights of authors, performers, producers and broadcasters, and contribute to the cultural and economic development of nations. This protection fulfils a decisive role in articulating the contributions and rights of different stakeholders and the relation between them and the public. The purpose of copyright and the related rights is twofold: to encourage a dynamic creative culture, while returning value to creators so that they can lead a dignified economic existence, and to provide widespread, affordable access to content for the public.||

Limitation of copyright: i) Copyright does not protect ideas, facts, or methods, it only protects the specific expression of those ideas in fixed tangible forms.

ii) The exclusive right of the creation remains with the creator for a limited period of time after which it become open in public domain.

Public Domain: The creative works that are not protected by the copyright comes under Public Domain. All the knowledge that are considered to be common knowledge and no individual or group can get proprietary right. The public domain work can be copied, reused, shared, and derived in any form freely. Project Gutenburg's public domain digital books is example of the public domain work.

Creative Commons: Creative Commons (CC) is a non-profit organisation that provides licences internationally for the creators to utilize when making their work available to the public. The licenses enables creators to grant

permission for the others to use their work under specific conditions. The license

Copyleft: Copyleft is a licensing arrangement used primarily for software and other creative works. It allows users to freely distribute, modify, and share the work, as long as they distribute any derivative works under the same terms. In essence, copyleft ensures that the freedoms associated with the work are preserved and extended to all subsequent users. It is often associated with licenses used by the open-source software community.

Example: GNU General Public License (GPL) is a licence for software and is free.

Derivative work adapts or takes inspiration from the original work; it can be the extension or modification of the idea of the original form. But for derivation from someone's work, permission of the original creator is needed. The derivative work can have the copyright also, provided originality in the arrangement and selection of materials. Movies inspired by a novel, translation etc. are its examples.

Copyright and libraries: Copyright in libraries is a critical aspect of managing and providing access to information while respecting creators' rights. Libraries play a crucial role in society by facilitating access to knowledge, information, and culture. Libraries are authorized to create copies of copyrighted materials for the sake of preservation and substitution. Libraries have permission to reproduce copyrighted works for the purpose of preservation and replacement.

Libraries often hold a vast array of copyrighted materials, including books, journals, films, music recordings, and digital resources. These materials are subject to copyright protection, which grants exclusive rights to the creators or copyright holders. As such, libraries must obtain appropriate licenses or permissions to use copyrighted materials in their collections and services.

One essential concept in copyright law relevant to libraries is the principle of fair use or fair dealing. Fair use allows for the limited use of

copyrighted materials without permission from the copyright holder, typically for purposes such as research, teaching, criticism, or news reporting. Libraries often rely on fair use to provide services like lending materials, making copies for patrons, or digitizing collections for preservation and access.

Libraries also increasingly provide digital resources and services, including e-books, online databases, and multimedia content. Managing copyright in the digital environment presents unique challenges, such as licensing restrictions, digital rights management (DRM), and ensuring compliance with copyright laws across jurisdictions.

Fair Use: Fair use grants the privilege to utilize a copyrighted work under specific circumstances without seeking permission from the copyright holder. This principle safeguards against an overly strict interpretation of copyright law that could inhibit the creativity it aims to nurture. It enables individuals to utilize and expand upon existing works in a manner that doesn't unjustly impede previous copyright holders from controlling and profiting from their creations. Fair use permits the utilization of copyrighted material, for purposes such as criticism, commentary, news reporting, academic study, or research.

The benchmarks used for determining fair use can include:

- Purpose and character of the use is transformative, meaning it adds new expression or value to the original work. Nonprofit, educational, or transformative uses are more likely to be considered fair.
- Nature of the copyrighted work, research or study can be considered fair use.
- Amount and substantiality of the portion used examine both the quantity and quality of the portion used in relation to the copyrighted work as a whole. Using small or less significant portions of the work is considered fair use.
- Effect on the potential market when impacts use negatively for the original work. If the use serves as a substitute for the original work or could potentially harm its market, it may not be considered fair use.

10.5 CENSORSHIP

Censorship in general involves the deliberate action of a government, private entity, collective, or individual to restrict access to information, literature, or media deemed potentially threatening to governmental authority or detrimental to societal values.

The censorship can be exercised for the reasons such as political, religious, morals, security, age related, and social offence. The censorship can be applied on various forms of expressions- written work (eg. Books, articles, blogs,); video(films, public speeches), internet, programmes(radio or TV programme), digital content.

Definition of censorship given by American Library Association is– Censorship as the suppression of ideas and information that certain persons-individuals, groups or government officials-find objectionable or dangerous.||

Historically, censorship is characteristic of dictator for retaining power and subduing new ideology or revolution. It has been practiced from time immemorial by the religious groups, moralists, government to sustain the existing social status and interest.

The Censorship and librarian ethics gets in conflict always. As it restricts the freedom of publishing, it comes in between of the producer and the consumer of the knowledge. IFLA upholds the concept of intellectual freedom as fundamental duty of library and information professional. It also supports and promotes unrestricted access to information and freedom of expression, respecting the user privacy.

10.6 THE DELIVERY OF BOOKS AND NEWSPAPERS (PUBLIC LIBRARIES) ACT, 1954

The Delivery of Books (Public Libraries) Act, 1954 extends to the whole of India except the state of Jammu and Kashmir. According to this Act, the publisher of every book, newspaper or serial must deliver at his own expense a copy of the book within thirty days from the date of its publication to the National Library at Calcutta and one copy each to three

other public libraries specified by the Central Government. The Delivery of Books (Public Libraries) Act, 1954: No. 27 of 1954, amended by the Delivery of Books (Public Libraries) Amendment Act, 1956: No. 99 of 1956 and thus it became – The Delivery of Books ?and Newspapers' (Public Libraries) Act, 1954". The insertions ?and Newspapers – provided by the Delivery of Books (Public Libraries) Amendment Act, 1956: No. 99 of 1956 to includes serials as well.

i) Mode of Delivery: A copy of every book published by a publisher and the publisher of every newspaper, published in the territories to which this Act extends, shall deliver at his own expense one copy of each issue of such newspaper as soon as it is published, shall be delivered by him to the librarian of three public library either by registered post or through a special messenger. Under the Delivery of Books and Newspapers (Public Libraries) Act, 1954, the National Library, Calcutta (presently Kolkata) is entitled to receive a copy of every publication brought out by anyone anywhere in the country. The other copies should be delivered to the Connemera Public Library, Madras (Chennai), The Central Library, Town Hall, Bombay (Mumbai), and the Delhi Public Library. The copy to be delivered to the National Library, Kolkata should be the best of its kind.

ii) Receipt for Books Delivered: The person in charge of a public library (whether called a librarian or by any other name) or any other person authorised by him in this behalf to whom a copy of a book is delivered shall give to the publisher a receipt in writing and send it to the publisher by registered post and such receipt shall be conclusive proof of the fact that a copy of the book has been duly delivered to the public library of which he is the librarian.

iii) Benefit for the Publisher: The Indian National Bibliography is procured by all leading libraries and learned institutions throughout the English speaking world and much beyond. The books that are received by way of Delivery of Books (Public Libraries) Act 1954, 56 are included in the INB. Thus, the INB provides the publisher or the

author with an excellent and unique opportunity of using the forum of the Indian National Bibliography to give the widest possible publicity to their publications not only in India but virtually all over the world. So, Delivery of Books (Public Libraries) Act 1954, 56 also gives a commercial advantage of publicity to the publisher or authors.

iv) Penalty: Any publisher who contravenes any provision of this Act. or of any rule made hereunder shall be punishable with fine which may extend to fifty rupees and, ?if the contravention is in respect of a book, shall also be punishable with fine which shall be equivalent to? the value of the book, and the court trying the offence may direct that the whole or any part of the fine realised from him shall be paid, by way of compensation to the public library to which the book or ?newspaper?, as the case may be, ought to have been delivered.

10.7 RIGHT TO INFORMATION (RTI) ACT

The Right to Information Act enacted in the year 2005 by government of India is fundamental right of the citizen of India. It comes under Article 19 (1) of the Constitution of India. The Right to Information Act (RTI) is a potent tool for fostering transparency and accountability in governance. Enacted to empower citizens, RTI grants them the right to access information held by public authorities. It serves as a vital mechanism in promoting democratic principles by enabling citizens to participate more effectively in the decision-making processes of their governments. Widely utilized by both citizens and the media, it serves as a potent tool for unveiling instances of corruption, tracking progress in government initiatives, and accessing information regarding expenses, among other crucial matters.

The ambit of the act extends to all constitutional authorities, government agencies, and entities substantially funded or controlled by the government. Additionally, it mandates prompt responses from public authorities at the union or state level to citizens' requests for information. Certain categories of information, deemed to potentially compromise India's sovereignty and integrity, fall outside the scope of the RTI Act. This includes

details concerning internal security, foreign relations, intellectual property rights (IPR), as well as deliberations within the cabinet.

Objective of RTI

- It empowers citizens by providing them with the legal right to access information held by public authorities. This access enables individuals to make informed decisions and actively participate in democratic processes.
- Ensures transparency in the functioning of government institutions by requiring them to disclose information proactively and upon request. This transparency fosters trust between the government and its citizens and helps prevent corruption and misuse of power
- Promote accountability among public officials and institutions by allowing citizens to scrutinize their actions, decisions, and expenditures. Knowing that their actions are subject to public scrutiny encourages officials to act responsibly and ethically.
- Encourages citizen engagement and participation in the democratic process. By providing access to information, it enables citizens to actively engage in discussions, debates, and decision-making processes concerning issues that affect their lives and communities.

10.8 INFORMATION POLICY

Information Policy refers to the set of principles, guidelines that govern the creation, management, access, dissemination, use of information. It encompasses various aspects such as privacy protection, data security, intellectual property rights, access to information, and ethical considerations. Information policy aims to ensure that information is managed responsibly, ethically, and in a manner that serves the interests of stakeholders while upholding legal and societal norms. The policy operates at various levels, including national, state levels.

Information policy is a public policy that affects the way individuals and society as a whole make political, economic, and social decisions. It

guides institutions like libraries manage, organize, retrieve, and utilize information. Libraries are the instrumental in implementing the information policies.

National Information Policy

Information is vital for nation development so nations started to evolve national policy. Nations have realised the progress depends on the information generation and dissemination to the users. Lack of information can significantly hinder development.

Cost of information depends on how it's used or applied. Creating new information takes a lot of work, like research, gathering, processing, and storing data. The cost of gathering and processing this information is usually covered by the money spent on research and storing it. Because information can be expensive, it's important for countries to share it so everyone can benefit. This helps coordinate information activities within a nation.

National Data Sharing and Accessibility Policy (NDSAP) is the policy formulated by the Government of India in 2012 that facilitate the sharing of government data with various stakeholders while ensuring privacy, security and availability. Empowering citizens with access to valuable information.

International Information Policy

International public policy must consider the global transfer of information and trade in information-based services, necessitating international and regional cooperation. The transfer of information across national borders via global communication links raises concerns such as security, data ownership, and commercial interests. Addressing these issues requires collaboration and agreements on a global scale and implementation of international policies.

10.9 NATIONAL KNOWLEDGE COMMISSION

National Knowledge Commission was an advisory body constituted on June 13, 2008 for changing the landscape of the country, making it knowledge society. Its aim was to transform the existing system of knowledge

in the country and build new avenues to generate knowledge in more forms. NKC was tasked to advice on policy and steering reforms, with a particular emphasis on pivotal sectors such as education, science and technology, and e- governance.

In the commission the points to priorities were to facilitate knowledge accessibility, foster the creation and preservation of knowledge systems, ensure widespread dissemination of knowledge, and enhance knowledge services.

Purpose of the NKC was to

- Enhance educational standards to tackle the knowledge demands of the 21st century and elevate India's competitive edge across knowledge domains.
- Encourage the generation of knowledge within science and technology area.
- Enhance the administration of institutions involved in intellectual property rights.
- Foster the application of knowledge in agriculture and industry.
- Utilize knowledge capacities to make government more efficient, transparent, and accountable in serving citizens, and advocate for extensive knowledge sharing to maximize public welfare.

NKC in the period of three year and six months recommended about 300 suggestions for 27 fields of areas. The NKC has recommendation that society should have access to relevant and timely information for making informed decision and overcome provety of information. Libraries have the scope to bridge the gap of the information shortage among the society. The recommendation for development of libraries is:

- Setting up National Mission on libraries
- Conducting a National Census of all Libraries
- Renovating Library and Information Science education, training, and research facilities (e.g., Indian Institute of Library and Information Science)
- Reassessing library staffing

- Establishing a Central Library Fund
- Modernizing library management practices
- Encouraging increased community involvement in library management
- Promoting Information Communication Technology (ICT) applications in all libraries
- Facilitating the donation and upkeep of private collections
- Fostering public-private partnerships in the development of library and information services.



CHECK YOUR PROGRESS

Q3. NKC was formed on _____.

Q4. RTI act comes under _____of Constitution of India.



10.10 LET US SUM UP

Intellectual property rights and copyright laws seek to balance the interests of creators and the public, ensuring fair compensation while fostering innovation and access to knowledge. censorship represents a complex interplay between governmental authority, societal values, and individual freedoms. It manifests across various forms of expression, from written works to digital content, impacting the flow of information and the freedom of expression. The Right to Information (RTI) Act and information policies aim to promote transparency, accountability, and access to information, essential for democratic governance. The National Knowledge Commission's recommendations underscore the critical role of libraries in bridging information gaps and fostering knowledge dissemination for societal development. As society navigates the complexities of censorship, intellectual property, and information access, finding equilibrium between regulation and freedom remains paramount for fostering a dynamic and equitable knowledge ecosystem.



10.11 ANSWERS TO CHECK YOUR PROGRESS

Ans 1: Industrial property, literary property

Ans 2: World Intellectual Property Organization

Ans 3: June 13, 2008

Ans 4: Article 19 (1)



10.12 FURTHER READINGS

1. Kumar, P. S. G. (2004). *Information and Communication* (1st ed.) [English]. B. R. Publishing corporation.
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10.13 PROBABLE QUESTION

Q1. Define Censorship.

Q2. Fair use means.

Q3. Why is National Information policy important?

Q4. Write about RTI and its objective.

Q5. Write short note on Delivery of Books Act.

Q6. Discuss recommendations of National Knowledge Commission.

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UNIT 11 LIBRARIANSHIP AS A PROFESSION

UNIT STRUCTURE

11.1 Learning Outcome

11.2 Introduction

11.3 Profession

11.4 Library and Information Science Profesional

11.5 Library and Information Science as a Profession

11.6 Essential Skill for Librarians

11.7 Qualification of the Library Profession

11.8 Scope of LIS Employment

11.9 Challenges of LIS Professional

11.10 Scope of the Profession

11.11 Let Us Sum Up

11.12 Answers to Check Your Progress

11.13 Further Readings

11.14 Model Questions

11.1 LEARNING OBJECTIVES

- The unit aims to provide student with a comprehensive understanding of librarianship as a profession.
- It covers roles, responsibility, skills, ethics, challenges of librarians.

11.2 INTRODUCTION

In this unit we will learn aspects of the library professionals. Library in itself is an organization that need to be run by qualified professional. The professionals are trained and have necessary skills that makes this profession still standing.

11.3 PROFESSION

Profession is an occupation that requires specialized knowledge and training in a particular field. Professionals adhere to a code of ethics or professional standards and have regulatory bodies that govern their practice. Example of Professionals include lawyer, doctor, engineer, teacher, nurse.

According to Rescoe Pound "the term refers to a group of men pursuing a learned art as a common calling in the spirit of public service - no less a public service because it may incidentally be a means of livelihood". A member of a profession is termed a professional.

Websters Third New International Dictionary of the English language defines a profession as "a calling requiring specialized knowledge and often long and intensive preparation including instruction in skills and methods as well as in the scientific, historical or scholarly principles underlying such skills and methods, maintaining by force of organization or concerted opinion, high standard of achievement and conduct and committing its member to continued study and to a kind of work which has for its prime purpose the rendering of public service".

11.4 LIBRARY AND INFORMATION SCIENCE PROFESIONAL

Librarianship is an old reputed profession. The profession is often characterized as a role encompassing a breadth of knowledge but lacking in-depth expertise. Librarians, traditionally regarded as keeper of knowledge and were expected to have understanding of various subjects without necessarily delving deeply into each one. The librarian should be have the idea of the all the subject but is not expected to have in depth knowledge.

The job of librarian professional working at any level and the sole purpose of this profession is to connect the user with the information they are seeking, despite of the format. It is a serviced based profession. The information professionals should have a very good communication skill, capacity for judgment, a service-oriented mind that is ever willing to work

for the benefit of others, a user-friendly attitude, curiosity for the latest information in all relevant fields, and lastly adaptability for any situation. Along with the user's needs that change from time to time, the method and techniques employed for the dissemination of information also change and the librarian in particular should be able to adapt to these changes.

11.5 LIBRARY AND INFORMATION SCIENCE AS A PROFESSION

In modern usage, professions tend to have certain qualities in common. A profession of a person generally tells a person's occupation. Dalton E. Mc Farland in "Management Functions and Practices" mentions some characteristics of a profession. The characteristics and the necessary arguments to justify librarianship is a profession are -

a) Entrance is Competitive: All professions maintain rigid rules and high standard for selection of the students. As entrance into professions is highly competitive an entrant typically has to have above-average mental skills. At the senior professional level, the entry is by selection among the experienced professionals.

b) Body of Specialized Knowledge and Technical Skill: A specialized knowledge of the concerned field is needed by the professional. To practice librarianship one requires extensive knowledge and technical skill such as an extensive knowledge of classification or cataloguing without which one may find it difficult to work in a library.

c) Formal Training and Experience: Professions also require rigorous training and schooling beyond a basic college degree for acquiring the needed skill and methods to put the knowledge into work. With the growing literature everyday libraries requires trained and skilled the professionals to acquire specialized knowledge to deal with them.

d) An Ethical Code or Standard of Conduct: A set of principles, a social code or ethics is needed for the professional. Organizations codifies their conduct, often designated "code of ethics", and what they require for entry into their organization and how to remain in good standards. For example,

psychologists emphasize privacy of the patient and communications with another psychologist. In different parts of the world different professional bodies of Library and Information Science codified such rules. In India also Indian Association of Special Libraries and Information Centre (IASLIC) has evolved a code of conduct and ethics for special librarians in India.

e) A Commitment to Public Service: A professional needs to work with the prime purpose of rendering a public service rather than for monetary gain. Some professionals feel an obligation to society, beyond their client relationship. Doctors may not merely sell their service if a procedure is medically inappropriate and lawyers may refuse to take cases which seem to be mere exploitation of a law. The obligation of a library Professional is to educate the user through various services and products and can be seen as a key part of the definition. Librarianship is a service-oriented job and the user of a library is regarded a king.

f) Guarantees of the Service Rendered: The concepts of professionalism may be inferred from guarantees. But these are inferences only. The idea behind a guarantee is that the person offering the guarantee is accountable to the extent of damages that will be compensated. One thing these sources hold in common, implicit or explicit, is the idea of accountability. Those who are members of these organizations or professions are held accountable for what they do.

g) Formal Organization: An organization generally binds all the members of a group or vocation together for concerted opinion, to achieve high standard in performance, and to act as a force to achieve common goal. IFLA, ILA, ALA are organisations that can be looked for when seeking questions related to library and Information centres. Formal organization in librarianship started with the establishment of the American Library Association in 1876, now organisation work at different levels-international, National, Regional, State and local. Some specialized organisation includes Indian Association of Special Library and Information Centre (IASLIC), Indian Association of Teachers of Library and Information Science (IATLIS).

h) Licensing of Practitioners: Membership in a profession is usually restricted and regulated by a professional association. For example, lawyers

regulated through bar association and restrict membership through licensing and accreditation of law schools. Hence, professions also typically have a great deal of autonomy, setting rules and enforcing discipline themselves. Professions are also generally exclusive, which means that laymen are legally prohibited from practising the profession. For example, people are generally prohibited by law from practising medicine without a license.

Professional library jobs require an academic LIS degree as certification. In United States, the certification is given after Master's degree that is granted by an ALA-accredited institution. In UK, Library Association (LA) maintain the professional register of chartered librarians (professionally qualified members are known as chartered librarians and are of two categories i) Associates who are fully trained and professionally educated librarians and ii) Fellow (FLA) who have successfully completed additional work at an advanced level to prove their ability in special areas of library.



CHECK YOUR PROGRESS

Q1. Define profession.

Q2. State true or false- Librarian should essentially have in-depth knowledge of the subjects

11.6 ESSENTIAL SKILL FOR LIBRARIANS

Librarians are said to be information keeper from the ancient times, they are the ones responsible for the searching a piece of information required by the user from the ocean of the information. As the forms of generation and storage of information has evolved, the librarian has to also evolve along with it to be able to disseminate the information of different form and format. Some of basic skills that is essentials for a librarian of present age are following-

- Information organization and retrieval

Information Organization means to arrange the information in such a way that it is easily traced. There classification systems like DDC for

organizing categorizing books and e-books, that can also facilitate its retrieval.

- Digital information retrieval literacy

Information generation and storage has diverse format from books, e-books, online articles, to video and audio. Digital library can have all the digital forms of information, information retrieval technology enables efficient retrievaland utilization of resource.

- Communication and interpersonal skills

Librarians are the one to continuously provide service to the user, good communication skill is important to get to know the need and navigate them to the information.

- Customer service

A service named reference service is kin of customer service where the product is the information that the reference librarian provides to the user.

- Managerial skills

Library is a system consisting of various sections and have employees working at various levels. Librarian works as a manager to coordinate the work of different sections to provide service to user.

- Analyzing skill

The data of the users, usability of the resource of the library all the other data collected from different sections when analyzed can produce useful insights and better service can be provided according to the use trend.

11.7 QUALIFICATION OF THE LIBRARY PROFESSION

Libraries serve as vital social hubs, with librarianship being an essential component of the service sector. Central to its function is the support of education, research, self-study, and the preservation of societal knowledge, rendering the profession inherently distinct.

The career in this field at a high level necessitates a master's degree in Library and Information Science, with a robust academic foundation. Along

with degree professional should have sound knowledge in information technology and specialized areas like patent systems, knowledge management, or archival studies to enhances competence of the professionals.

Individuals targeting entry or mid-level roles in libraries can have a bachelor's degree, diploma, or equivalent in Library and Information Science, coupled with a strong academic track record and training to access promising career pathways.

The education imparted through various programmes include-

Certificate programme of six month,

Diploma program of one year,

Bachelor in Library and Information Science,

Master in Library and Information Science,

Ph. D. in Library and Information Science.

Employment Opportunities

The career opportunities for library and information professional include-

i) Public libraries: District library, State library, Rural libraries, etc.

ii) Academic libraries: University library, College library, School libraries, etc.

iii) Information centers: INFLIBNET center

iv) News agencies

v) Corporate: Company library, Information organisations, etc

vi) Museums

11.8 SCOPE OF LIS EMPLOYMENT

Employment prospects for library professionals span across various government sectors and industries. Through experience, librarians can progress into administrative roles like department heads, library directors.

Public Libraries: In India, public libraries encompass a range of establishments, including State Central Libraries, District Libraries and Rural/ Village Libraries. These institutions usually have staff across four categories: managerial (like librarian), professional (like assistant librarian), support (like

book arranger), and administrative (like finance officer). The Rural Knowledge Centers/Community Information Centers may primarily consist of professional and support staff, according to the respective sizes and needs.

Academic Libraries: The academic library sectors encompass university, college, and school libraries. University libraries typically feature positions such as Librarian, Deputy Librarian, and Assistant Librarian at the senior level. Middle-tier roles include Professional designations and supporting staff may hold titles like Library Attendant, which may also include multi- tasking responsibilities. College libraries mirror this structure, with the Librarian position equivalent to that of an Assistant Librarian in university libraries, alongside similar middle and supporting staff designations. School libraries typically house a librarian within the middle management tier and supporting staff, varying based on the library's size and needs.

Special libraries: Special libraries can have various designations including Librarian, Library and Information Officer, Scientists, Manager Library, and Manager-Knowledge Management. These positions typically correspond to officer grade-A or higher within the administrative staffing hierarchy. In scientific institutions such as CSIR, DRDO, ISRO, these roles are equivalent to different levels of scientists.

Corporate libraries: Corporate sector have wide variability in the employment opportunities. Companies deals with large amount of data and database management systems for knowing the market trend and needs. They employee Information scientists, Information managers, Database managers, Supervisors for managing data.

Library and Information mentor: Like any teacher or professor of subjects like history, zoology, mathematics, library and information science professionals can choose teaching as a profession. Number of university and college offering LIS education is increasing with the demand of LIS professional, ultimately increasing the scope for teachers.

11.9 CHALLENGES OF LIS PROFESSIONAL

- Legal issue in providing access to the information to all. It includes

Negotiating copyright laws and privacy regulations while promoting open access.

- Fast changing technology requiring continues upskilling to leverage new tools effective in library and information centers.
- LIS professionals perform multiple roles in library including manager, customer service provider, trouble shooter, mentoring in reference work.
- Limited fund in a library puts constraints on the professionals in providing best services.
- Bridging the gap between individuals having the access to technology and the ones with no access to technology.
- Information overload: Managing the vast amount of data and guiding user to the required information from the volume of information available.
- Safeguarding and digitizing valuable historical materials to ensure accessibility for the future generation.
- Upholding professional ethics and values like intellectual freedom and privacy in digital environment.



CHECK YOUR PROGRESS

Q3. High level LIS professionals need to have _____.

Q4. Customer Service is a skill required by the LIS professionals. True or False.

11.10 SCOPE OF THE PROFESSION

The role of librarians or information specialists continues to evolve, reflecting an ever- expanding scope. As long as information remains essential, the need for skilled information managers will persists. While the methods and formats may shift over time, the indispensable role of this profession remains unchanged.



11.11 LET US SUM UP

The field of librarianship represents a vital and evolving profession characterized by its commitment to public service and the facilitation of access to information. Rooted in a rich history, the profession has adapted to changing technological landscapes while upholding rigorous standards of knowledge and ethical conduct. The essential skills of librarians encompass information organization, digital literacy, communication, customer service, managerial prowess, and analytical acumen. Despite facing challenges such as legal complexities, technological advancements, budgetary constraints, and the need for ethical considerations, librarianship remains indispensable in preserving societal knowledge and bridging the digital divide. As the profession continues to evolve, its scope expands, ensuring its enduring relevance in serving the informational needs of individuals and communities.



11.12 ANSWERS TO CHECK YOUR PROGRESS

Ans 1: According to Rescoe Pound "the term refers to a group of men pursuing a learned art as a common calling in the spirit of public service - no less a public service because it may incidentally be a means of livelihood".

Ans 2: False

Ans 3: Master's degree in Library and Information Science Ans 4: True



11.13 FURTHER READINGS

1. Dhiman, A., & Sinha, S. C. (2002). *Academic libraries.* Ess Ess.
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3. Mahapatra, P. (1997). *Library management*. World Press.
4. Mittal, R. L. (1984). *Library administration: Theory and practice* (5th ed.). Metropolitan



11.14 MODEL QUESTION

Q1.How is the does librarian connect the user to its information. Q2. List the LIS education programs available.

Q2. Discuss the qualities of LIS professionals.

Q3. Who are library and Information Professionals. Long Questions

Q4. Write characteristics of librarianship.

Q5.Discuss the Challenges faced by the LIS professionals.

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UNIT 12: STAFFING PATTERN

UNIT STRUCTURE

12.1 Learning Objectives

12.2 Introduction

12.3 Library and Information Profession

12.3.1 Profession

12.3.2 Definition

12.3.3 Library and Information Science as a Profession

12.4 Staffing Pattern of the Library

12.4.1 Types of LIS Professional:

12.5 Activities of LIS Professionals

12.5.1 Activities of a Professional

12.5.2 Activities of a Para professional

12.5.3 Activities of Supporting Staff

12.6 Librarians in Different Types of Libraries

12.7 Duties and Responsibilities of the Librarian

12.8 Academic Status of a Librarian

12.9 Library Governance and Authority

12.10 Library Rules and Its Components

12.11 Let Us Sum Up

12.12 Further Readings

12.13 Answers to Check Your Progress

12.1 LEARNING OBJECTIVES

After going through this unit, you will be able to

- Know the staffing pattern of the library;
- Define library rules and their components;
- Explain the library authority and library governance;

12.2 INTRODUCTION

Every organization, including libraries, required a team to function efficiently. Like other organization library staff is made up of people with different academic backgrounds and experience, known as library staff or Library and Information Science (LIS) professionals. These professionals go by various names like librarian, curator, archivist, metadata architects, cataloguer, indexers, information broker, information architects, metadata managers, and more. Their role is to meet the needs of library users.

12.3 LIBRARY AND INFORMATION PROFESSION

12.3.1 Profession

A profession is a job that demands extensive training and expertise in a specific area. Typically, it involves belonging to a professional association, following an ethical code, and obtaining certification. Traditionally, only a few professions, like medicine and law, were recognized as such. However, as technology advanced and occupations specialized in the 19th century, other fields claimed professional status, including engineering, librarianship, education, and nursing. Nowadays, many occupational groups aspire to be seen as professionals, though this status can be debated.

12.3.2 Definition

According to **Rescoe Pound,** it generally refers to individuals in a learned field serving the public good, even if it's also their livelihood. A member of a profession is called a professional.

Webster's Third New International Dictionary defines a profession as a calling that requires specialized knowledge, thorough preparation, including skills, methods, and understanding of related principles. Professionals are held to high standards of achievement and conduct, and they commit to ongoing learning and work primarily aimed at serving the public.

12.3.3 Library and Information Science as a Profession

In today's world, professions share some common traits. A profession is something a person does to generating income. Dalton E. McFarland talks about what makes a profession in "Management Functions and Practices." Let's see if librarianship fits the criteria of being a profession. Firstly, a profession is always done by a person and is a way for that person to earn income. So, librarianship fits this part because librarians are people who work in libraries and get paid for it. Next, let's look at the arguments for why librarianship might or might not be a profession. These arguments are important because they help us decide if being a librarian counts as a profession.

a) Competitive Entrance:

For most professions, entering the field is competitive, with strict rules and high qualifications. In libraries, the entry level of junior professionals is direct and they usually receive training in system orientation, service, and ethics. Senior professionals are chosen based on experience.

b) Specialized Knowledge and Skills:

Professionals need specific knowledge and skills in their field. Those persons who are engaged in a library should have the required academic background. To practice librarianship also requires extensive knowledge and technical skill such as an extensive knowledge of classification or cataloguing.

c) Formal Training and Experience:

Professions also require rigorous training and schooling beyond a basic formal education for acquiring the needed skill and methods to put the knowledge into work.

d) An Ethical Code or Standard of Conduct:

A set of principles, a social code of ethics is needed for the professional. Many organizations have codified their conduct, often designated as "code of ethics". Some of these codes are quite

detailed and make strong emphasis on their particular area or expertise; In India, Indian Association of Special Libraries and Information Centre (IASLIC) has evolved a code of conduct and ethics for special librarians in India.

e) A Commitment to Public Service:

A professional need to work with the prime purpose of rendering a public service rather than for financial gain. Some professionals, beyond their client relationships, feel a responsibility to society. For example, doctors may refuse to perform a medically inappropriate procedure, even if the client insists on it, highlighting the importance of educating the client as a crucial aspect of their role. In librarianship, the focus is on providing service, and the library user is considered to be of utmost importance.

f) Guarantees of the Service Rendered:

Professionalism can be understood from guarantees, which imply responsibility for compensating damages. The common thread across these sources, whether implicit or explicit, is the notion of being accountable. Members of professional organizations or professions are held responsible for their actions.

g) Formal Organization:

A formal organization unites all its members, whether they're part of a group, profession to work together toward shared goals, uphold high standards of performance, and collectively strive to achieve a common objective. The formal organization of librarianship started with the establishment of the American Library Association in 1876. At modern times library association are there at different levels i.e. international, regional, national, state and local. Many associations covering specialized interest have also come into being. For example, Indian Association of Special Library and Information Centre (IASLIC), Medical Library Association of India (MLI), Indian Association of Teachers of Library and Information Science (IATLIS), etc.

h) Licensing of Practitioners:

Membership in a profession is typically regulated by a professional association. This is similar to how lawyers regulate themselves through a bar association, managing membership via licensing and accrediting law schools. Consequently, professions often enjoy a high level of independence, as they establish and enforce their own regulations. They are also usually exclusive, meaning that individuals without the required qualifications are legally prevented from practicing the profession. For instance, practicing medicine without a license is generally unlawful and would likely result in subpar care, given the specialized skills required of a physician.

Generally, professional library jobs require an academic LIS degree as certification. In the United States, the certification usually comes from a Master's degree granted by an ALA- accredited institution. In the United Kingdom, however, there have been moves to broaden the entry requirements to professional library posts, so that qualifications in, or experience of, a number of other disciplines have become more acceptable. Library Association(LA), UK maintain the professional register of chartered librarians (professionally qualified members are known as chartered librarians and are of two categories Associates who are fully trained and professionally educated librarians Fellow who have successfully completed additional work at an advanced level to prove their ability in special areas of librarians.

12.4 STAFFING PATTERN OF THE LIBRARY

Staffing involves assessing staff to ensure the library has competent personnel in

various categories and maximizes their potential. Evans defines staffing as the process through which a manager builds an organization by recruiting, selecting, and developing capable employees. In libraries, staffing encompasses individuals with diverse experience and expertise.

12.4.1 Types of LIS Professional

There are various types of LIS professional in general which can be grouped in to the following:

a) **Professional:** Professionals in the library field are typically responsible for administrative, managerial, and professional duties. They hold degrees in library and information science. This category includes roles such as Librarian, Deputy Librarian, Assistant Librarian, and Senior Library Assistants, regardless of their specific titles.

b) **Para Professional / Semi Professionals:** They are with diploma or certificate in LIS. Their designation may be library assistant, technical or professional assistant, junior cataloguer or equivalent. They usually perform the routine professional and technical job.

c) **Unskilled/Supporting Staff:** They are with the minimum educational background and are adequately experienced in doing a particular job or trade and usually have a non- library degree. The designation may be reprographic assistant, book-arranger, book binder, conversation assistant, typist and equivalent.

Besides the above categories of staff, some other staffs are also necessary. They include attendant, cleaner, peon, gardener, and sweeper. The staffing level of the library is determined by various factors such as the size of the service area, the number of departments or branches, the operating hours, the population and user base, the circulation volume, the demand for reference services, and the level of financial support provided.

12.5 ACTIVITIES OF LIS PROFESSIONALS

The different categories of library personnel are assigned specific public service activities, some of the functions may overlap while some of these can vary from library to library but in general these are of the following

types:

12.5.1 Activities of a Professional

a) General Activities: Establishes operating policy, assigns the personnel, public relations, general supervision, work with faculty.

b) Professional: Book selection, performing the book order; do classification and cataloguing, indexing etc. Selection of circulation system, non-routine registration,schedule staff. In case of Inter Library Loan determine inter library loan code.

c) Reference: Initial patron contact at the Reference Desk or Information Desk, gives general information and answers directional questions, interviews patrons and answers reference questions, searches computer databases, compiles bibliographies, explains the use of library catalogues and periodical indexes, recommends material for purchase.

d) Miscellaneous Activities: Establishes subject headings for vertical files, works on displays, bulletin boards and exhibits.

12.5.2 Activities of a Para professional

a) General: Assigns personnel, public relations, general supervision, and work with faculty.

b) Professional: Their job includes book ordering, accessioning and preparation of books for the shelves, physical verification of books, membership registration, to maintain files, deal with disputed fines. Supervise collection and catalogue. maintenance, circulation, stock verification, charge out and check in materials, accepting interlibrary loan requests, and bibliographic and location search, to identify overdue and carryout overdue procedures, collecting fines, re shelving, shelf reading, shifting materials on shelves, inventory.

c) Reference: Initial patron contact at Reference Desk or

Information Desk, to answer general information and directional questions, answer simple reference questions within limits established by the library, to interview patrons and answer reference questions, compile bibliographies, explain the use of library catalogues and periodical indexes, bibliographic work under librarian's direction, recommend material for purchase.

d) Miscellaneous Activities: Establishes subject headings for vertical files, upkeep of files and assign subject headings under librarian's direction, work on displays, bulletin boards, exhibits, demonstrates the use of audiovisual equipment and compiles statistics.

12.5.3 Activities of Supporting Staff

a) General: Public relations.

b) Professional: Typing and other clerical work, book binding, maintaining files, to receive and return different types of material other than document, reprography, operation of different types of apparatus, maintenance of fumigation chambers, de- acidification, lamination and other conservation processes.

c) Reference: Initial patron contacts at the Reference Desk or Information Desk, answering general information and directional questions, answering simple reference questions within limit established by the library, typing and other clerical work.

d) Miscellaneous Activities: Compiling statistics, upkeep of files and assigning subject headings under librarian's direction, work on displays, bulletin boards, museum exhibits, demonstrating the use of audio visual equipment.

12.6 LIBRARIANS IN DIFFERENT TYPES OF LIBRARIES

The librarians of different types of libraries have to perform work according to the library concerned. Following are the different types of libraries where librarian shave different types of work to perform

a) **School:** The school librarianship covers the library services for children in schools. In some regions, the local government may set the standards for the education and certification of the school librarians (who are often considered a special kind of teacher). School librarianship may also include issues of intellectual freedom, pedagogy, and how to build coordinated curriculum with the teaching staff.

b) **College and University:** The college / university librarianship covers the library services for colleges/universities. Issues of special importance to the field may include copyright technology, digital libraries, and digital repositories, academic freedom, open access to scholarly works and specialized knowledge of subject areas which are considered important to the institution. The librarian of a college/university library caters large number of user base and therefore, involves higher responsibilities than his counterpartying school library.

c) **Public:** The librarianship for public libraries covers issues such as cataloguing, collection development for a diverse community, information literacy, community standards, etc. It is a librarianship with focus on public service and serving a diverse community of adults, children, and teens, and therefore, deals with intellectual freedom, censorship and legal and budgeting issues.

d) **Special:** Special librarians include those who are involve with any other form of librarianship that serves in medical libraries (and hospitals or medical schools), corporations, news agency libraries, or other special collections. The issues in these libraries will be specific to the institutions/ industries they inhabit. But the librarians

in these libraries also include for their work such specialized functions as corporate financing, specialized collection development, and extensive self-promotion to potential patrons.

e) **Archives:** This covers the study required to maintain and build the archives of records intended for historical preservation. Special issues include physical preservation of materials and mass de-acidification, specialist catalogues; solo work, access, and appraisal. Many archivists are also trained historians specializing in the period covered by the archive.

12.7 DUTIES AND RESPONSIBILITIES OF THE LIBRARIAN

The main duties and responsibilities of the librarians are as follows

a) **Policy Formulation:** The librarian is to formulate and administer policies, rules and regulation for the purpose of securing the most complete use of the library and to participate in the formulation of educational policies of the parent organization.

b) **Ex Officio Member:** The librarian acts as an ex officio member of all the academic bodies of the parent organization.

c) **Library Budget:** The librarian has the responsibility to prepare and execute the annual budget of the library.

d) **Library Documents:** He is responsible for all the professional job related to selection, acquisition, classification, cataloguing and maintenance of the library documents.

e) **Library Service:** The librarian is also responsible for providing the various types of services such as CAS, SDI, Reference and also for creating reading habit.

f) **Secretary of Library Committee:** He acts as a secretary of the library committee where he/she is responsible in preparing the agenda for the committee meeting by giving facts of each item to issue the library committee meeting notice and to keep the minutes of the library committee meeting. The librarian is also responsible

for keeping the library committee well informed about the day to day happening of the library.

g) **Library Representative:** The librarian represents the library before the patrons of the library, the general public etc and act as the chief executive of the library.

12.8 ACADEMIC STATUS OF A LIBRARIAN

The status of a profession refers to its social position or rank in comparison to others, highlighting its relative importance. This status is influenced by various factors such as entry qualifications for newcomers, career prospects, required training levels, experience needed, position within the institution's administrative hierarchy, level of responsibilities, salary, tenure, voting privileges, leaves, retirement benefits, social privileges, and more. Currently, in India, the status of librarians is somewhat ambiguous and uncertain. However, certain academic librarians in colleges and universities are regarded as faculty members and hold similar academic ranks as professors. The following points will provide a clearer understanding of the librarian's overall position as an academician across different academic institutions.

a) **Entry Qualification:** At present the entry qualification for the post of librarian at college is on par with that of the lecturer i.e. Master degree with minimum of 55% marks in Library Studies, Library Science, Library and information Science and, in some cases, a Master's degree in another field, SLET/SET/NET and at university level.

b) **Rank in the Administrative Hierarchy:** librarian works at the top level of administrative hierarchy, next to the principal and vice principal at college level and along with the top administrator. In case of universities, the librarian is directly responsible to the vice chancellor of the university or in colleges to the principal. The librarian is also a member of a University's Academic Council.

c) **Responsibilities:** Librarians act as a chief executive and is responsible for all the administrative functions of the library. Besides,

librarian can be designated as the teacher of the self-education practice, who complements and supplements the classroom teaching.

d) **Salary and Grade:** The salary and grade of a qualified librarian is at par with the teaching staff of the respective institution. In college lecturer grade is given to the librarian, in Universities the grade of the librarian is equivalent to professors.

e) **Condition at Foreign Countries:** In the United States and Canada generally, the trend is to provide academic status to the librarians working in colleges and universities.

In India, in Karnataka, the Karnataka Government passed are solution for the librarian to be treated on par with a teacher on 21st July2006. Of course this is due to the efforts of the Karnataka State College Librarians' Association.

12.9 LIBRARY GOVERNANCE AND AUTHORITY

Library governance consists of the individuals, committees, or departments responsible for managing the library. These authorities have the power to make decisions and give orders regarding the library's operations.

Library Governance

a) **University Library:** University library is based on the statute sand ordinances adopted by the governing body of a university. The statutes made in accordance with the policy enunciated by the university act would determine the status of the librarian in the general set up of the university and provide for its organization and administration.

b) **Public Library:** The public library law enacted by a state legislature forms the legal basis for the establishment, maintenance and governance of the public library. In India, the public libraries were formerly under the ministry of education but no witis under the ministry of culture.

c) **Special Library:** In a special library run by a company or industry,

there may be no legal basis of library government. The library concerned may be their internal matter and the librarian may be at the mercy of the higher authorities of the concerned organization. There may be no prescribed rules, regulations, etc.

Library Authority

Authority refers to the power granted to an individual, typically derived from their position, character, or prestige, allowing them to perform specific tasks as authorized by a competent agency or governing body. This authority enables them to provide services through administrative processes.

a) **College Library:** In a college, the Board of Management is the authority and college librarian is directly answerable to the principal.

b) **University Library:** In Indian Universities, the Executive Council (EC) is the library authority. In actual practice, many powers are delegated by EC to the Vice Chancellor (VC). So, the librarian is directly answerable to the VC.

c) **Public Library:** In a public library, the library authority is usually the Directorate of Library Services, the Local or State Library Authority, or a library board. The librarian reports to this authority. If there is specific library legislation, it outlines who holds the library authority. However, in the absence of such legislation, the Director of Library Services assumes the role of the library authority.

d) **Special Library:** The Board of Director or Board of Trustees of the parent organization is the authority. The librarian is answerable to the competent authority.

Library Committee

A library authority often establishes a library committee, comprising individuals tasked with overseeing library operations. This committee is essential as it ensures that the responsibility of managing a large institution like a library is not solely on the librarian.

a) **Members of the Library Committee:** The library committee in a University includes head of the departments, the Vice-Chancellor, and the Librarian, here, Vice-Chancellor serving as the Chairman

and the Librarian as the Secretary. In a college library, the Principal is the Chairman, and the Librarian is the Secretary. For school libraries, a committee isn't necessary due to their small size, and the Librarian manages it independently. The committee should be limited to twenty members who are genuinely interested in the library's affairs.

b) **Types of Library Committee:** There are mainly two types of library committees

i) **The Executive Committee:** being the utmost powerful, holds full authority over matters delegated by the library authority, making its decisions final and mandatory without the need to report to the library authority.

ii) **Advisory or Recommendatory Committee:** It simply gives proposals which are subject to the approval of the library authority. Exploring the history of library committees reveals additional types beyond those previously mentioned.

iii) **Self-Perpetuating Committee:** These committees have the sole authority and independence as regards the control and management of the library under it. It does not have to report to any other higher body about its activities.

iv) **Adhoc Committee (Statutory Committee):** It has the advantage of being independent of politics. It takes decision expeditiously. This committee is more or less independent. The Madras Public Library Act of 1948 provides the appointment of such a committee. This type of committee serves as library authority.

v) **Nominated / Elected Committee:** A large committee or an authority nominates or elects a smaller body for looking after certain bodies under it. It delegates certain power to such smaller bodies or committees.

vi) **Recommending Committee:** It does not have any real power except that it simply gives certain proposals which are subject to the approval of the library authority.

vii) **Reporting Committee:** This committee has sufficient powers to decide the matters within certain limit. Such decision needs no confirmation of the supreme authority but the decision is to be reported to the latter for information.

c) Powers and Functions of Library Committee: The powers and functions of a library committee depend on its type. An Executive Committee has more extensive powers, functions, and responsibilities, while a recommending committee has more limited ones. Typically, the librarian, who usually serves as the committee's ex-officio secretary, presents most of the proposals for discussion at the committee meetings. Generally, library committees serve the following purposes.

i) **Library Building:** Library committee plays a great role in the construction of the library building and also makes necessary arrangement for the maintenance of the library building.

ii) **Library Furniture and Fittings:** Library committee ensures the availability of the adequate and proper standard furniture so that in future any number of identical articles may be added without any wastage of money or space.

iii) **Library Staff:** A library committee employs the qualified and adequate library staff or the library.

iv) **Library Rule:** It frames as e to library rules and keeps them up-to-date.

v) **Library Finance:** The librarian not being an elected representative of the people cannot successfully appeal for more fund allocation for the library. But the committee being a representative body of the people can successfully and convincingly appeal for more funds. The committee can also allocate the funds for the library.

vi) **Collection of Documents:** A library committee may appoint a sub-committee to serve as book selection committee so that the lists of books are thoroughly scrutinized to avoid the purchase of undesirable books.

vii) **Library Accounts and Audits:** A library committee provides the proper machinery for checking the library accounts. It may appoint an account sub-committee for auditing the accounts.

viii) **Standard Library Service:** A library committee put in its best efforts to secure full coverage and standard library services to the users.

ix) **Library co-operation:** A library committee finds out ways and means of securing co-operation between various branches within a locality and between other authorities.

x) **Supervision and Advice:** Public functions are best performed by a committee of persons who may be elected or nominate doubt by the people themselves as such the library committees also supervise and advise the librarian in matters on which public participation is essential.

xi) **Buffer Agency:** The committee serves as a buffer agency and an interpreter of the needs of the library to the community, controlling and guiding the library activities. In the absence of a library committee the librarian would find himself defenseless and unprotected.

12.10 LIBRARY RULES AND ITS COMPONENTS

Library rules outline the rights and responsibilities of members to ensure clarity and avoid confusion. They provide guidelines for interacting with the public, which is essential for effectively meeting user needs. It's important to remember that library rules can differ from one library to another. This section gives an overview of some common rules and regulations typically found in libraries.

a) **About the Library:** A brief description about the library, its history, aims and objectives.

b) **Library Hours, Holidays:** The library will be open every day except on national holidays, unless the library committee decides otherwise. The issue counter will close one hour before the library closes.

c) **Library Collection:** The reference collection, rare books, thesis, periodicals may not be issued out.

d) **Library Services / Facilities:** Circulation, reservation, reprography, inter library loan, bibliographical services can be considered as a must in every kind of library.

e) **Membership Eligibility:** To become a member of the library, individuals must fill out and sign a membership form. Membership categories may include faculty, research scholars, students/learners, staff and temporary member.

f) **Admission to the Library:** Admission is only for regular library members. Non- members need a special permit from the authority to enter. Members must show their membership card at the counter when asked and write their name and membership number in the gate register.

g) **Property Counter:** belongings of patrons such as umbrellas, boxes, personal books and such other items should be left at the property counter.

h) **Membership Privileges:** Each member will receive as many reader's tickets as the number of books they are allowed to borrow at one time. Borrowers must check the physical condition of books before borrowing and will be responsible for any damage or mutilation found when returning the books. The terms of loan, including duration, overdue charges, renewal conditions, and consequences for lost tickets, are detailed in the membership privileges. If a ticket is lost, the borrower must report it in writing to the Librarian, pay a fee of Rs. 100 for a duplicate ticket, wait two weeks, and sign an indemnity bond. Violating the rules may result in the loss of borrowing privileges.

i) **Do's and don'ts:** Library rules cover the prevention of library resource misuse, maintaining silence, prohibiting spitting and smoking, mandating mobile phones to be on silent mode, and ensuring no damage or disfigurement of books or property. Violators must replace or pay for damaged items.

j) **Others:** The rules also include the scope for their modification. The cases of misbehaviour or discourtesy by the staff or unwillingness to provide service shall be reported to the librarian or his deputy during his absence.



CHECK YOUR PROGRESS

Q 1) Find out true of False

a) In India, IASLIC has evolved a code of conduct and ethics for special librarians in India.

b) American Library Association was established in 1876.

c) In case of university, the librarian is directly answerable to the VC.



12.11 LET US SUM UP

Librarianship has been around since books first appeared, but it started becoming more professional around 1876. That year was important because it saw the founding of the American Library Association, the beginning of the American Library Journal, and the release of the first editions of the Dewey Decimal Classification (DDC) and C. A. Cutter's Rules for Making a Dictionary Catalogue.



12.12 ANSWERS TO CHECK YOUR PROGRESS

Ans to Q 1) Find out True and False Sentences

a) True b) True c) True



12.13 FURTHER READINGS

1. Dhiman, A., & Sinha, S. C. (2002). *Academic libraries*. Ess Ess.

2. Krishan Kumar. (1987). *Library administration and management*. Vikas.
3. Mahapatra, P. (1997). *Library management*. World Press.
4. Mittal, R. L. (1984). *Library administration: Theory and practice* (5th ed.). Metropolitan.



12.14 MODEL QUESTION

1. Write the meaning of "profession"?
2. Describe the duties and responsibilities of a librarian.
3. Who are the members of a library committee?
4. Write the main components of library rules?
5. Describe the activities of different categories of staff found in the library.
6. Enunciate the role of librarians in different types of libraries.
7. Librarians are the academicians: put your views in favor of the statement.
8. Describe the library governance and authority for different categories of libraries.
9. Describe the functions of a library committee.

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UNIT 13: ETHICAL CONCERNS IN LIBRARIANSHIP

UNIT STRUCTURE

13.1 Learning Objective

13.2 Introduction

13.2.1 Definition

13.2.2 Ethics Vs. Value

13.3 Professional Ethics

13.4 Professional Ethics of Librarianship

13.5 Code of Ethics for Librarianship

13.6 Code of Ethics for LIS Professional in India

13.7 Issues and Challenges

13.8 Let Us Sum Up

13.9 Further Readings

13.10 Answers to Check Your Progress

13.11 Models Questions

13.1 LEARNING OBJECTIVES

After going through this unit, you will be able to

- understand the ethical dilemmas and face the challenges in playing the role of Librarian
- know the ethics of professionalism
- create awareness in the practice of librarianship
- establish the ethical value in librarianship

13.2 INTRODUCTION

This unit introduces the importance of ethical values, professionalism, and adherence to ethical norms in the field. It emphasizes

the significance of maintaining professional standards to ensure satisfaction of clients with the services offered by the professionals.

Moral values are the foundation of ethics. These values include accepted norms of behavior within particular groups or community. With the establishment of ethical standards that professionals must adhere to, professional associations have been eager to foster ethical principles. The traditional professions, such as medicine, education, law, and religion, among others, have long reviewed the necessity of ethical codes that establish basic performance requirements for their practitioners. However, the adoption of ethical codes in professional practice is a self-imposed problem primarily because professional practitioners cannot have these norms enforced against them by others.

Establishments between professionals and others, such as specialists and law enforcement officials, patients, and other professionals, are also impacted by these advancements and changes. Creating new problems and issues that regular conflict to set up in ethical standards. Though there are some codes like the USA and UK for the performance of the ethical standards in the true sense these are not essential for performance. In India, the Indian Library Association (ILA), and the Indian Association for Special Libraries and Information Centres (IASLIC) have some ethical codes for the activities of the library profession but these ethics is still to take root.

13.2.1 Definition

Oxford dictionary defines ethics as "moral principles that govern a person's behavior or the conducting of an activity: medical ethics also enter into the question"

According to encyclopedia Britannica ethics is "rules of behavior based on ideas about what is morally good and bad"

The study of morality and what is good and bad, fair and unfair, is the focus of the philosophical field of ethics. It has to do with the ideals and ideas that direct people's actions and decisions.

With the goal of determining how people and communities should behave and make decisions that promote the respect and well-being of all parties concerned, ethics investigates ideas like justice, virtue, duty, and the repercussions of acts.

13.2.2 Ethics Vs. Value

Ethics and values are set for the foundation of sustainable practice. Sometimes ethics and value are used synonymously; they are different, where the set of rules that govern the moral behavior of a person is referred to as ethics. Values are the persuasion that a person has a strong preference for.

Ethics is the guideline for conduction of addressing the questions about morality whereas value is principles and ideals that assist in making opinion what is more crucial. Ethics refers to the system of moral principles whereas values are the thoughts-provoking stimuli.

Ethics are uniform, but values differ from man to man. Ethics determines the extension of right and wrong of the given option whereas value refers to the level of importance.

As long as humans have existed, philosophy has studied and explored ethics in western ethical inquiry, there are three philosophical stances: pluralistic, relativistic, and monistic and values refer to significant and enduring concepts or beliefs based on the judgments of an individual's life.

Thus over the period, ethics are consistently applied and the same for all human beings but values differ from man to man and remain stable and relatively unchanged, but due to a significant emotional approach, it can be changed over time.

13.3 PROFESSIONAL ETHICS

The rules that guide an individual's or group's behavior in a business setting are known as professional ethics. Professional ethics, like values,

offer guidelines for how one should behave with other individuals and organizations in such a setting.

Professional ethical principles serve as the foundation for professional codes of conduct, which establish mandatory behavior requirements for members of a profession. They also aim to outline the standards that society and the profession hold for their members.

Frequently, we speak of someone's job as being of a very high caliber, which implies that their performance is almost flawless, they possess technical and/or intellectual proficiency, and they have a strong sense of duty and dedication to their clients. Professionals so typically have this kind of reputation, however occasionally they may also perform poorly.

For ensuring the continuation the societal recognition and optimal performance, nearly all professions endeavor to develop a set of professional conduct guidelines for their practitioners to follow.

A professional community adopts a set of principles known as professional ethics. The ethical code is very vital as it gives boundaries that anyone has to keep within the professional careers.

Many professional associations make list for several distinct components that make up their ethical stance which are honesty, integrity, transparency, accountability, confidentiality, objectivity, respectfulness and obedience to the law.

Ethics is a set of Principalthat guide a person's behavior while interacting with other people.

Examining morality, integrity, and ethical issues that may emerge in a company setting is the skill of business ethics. Ethics addresses the concerns pertaining to morality, ethics, obligations, and corporate governance that affect a business, as well as its workers, suppliers, clients, investors, government, and dealers. The famous Henry Kravis had to state about professional ethics: "If you don't have integrity, you have nothing. You can't buy accountability. You can have all the money in the world, but if you are not a moral and ethical person, you really have nothing."

Aside from human resource management, financial data, production, sales, and marketing, intellectual property knowledge and expertise,

international business, and economic systems, ethics are also closely linked to the fundamentals of management practices.

Managers in every organization should remember that fostering an ethical culture begins with setting a good example for others to follow. Hence, serving a constructive personal example is the most effective strategy to promote moral behavior. Ethical training for employees is not always effective. Thus Ethics are not only vital in business sector but also in other parts of life as it is essential in which a cultural and civilized society is built. Without an ethical code, a business or society is only headed in the direction of self-destruction.

13.4 PROFESSIONAL ETHICS OF LIBRARIANSHIP

Every profession needs a code of ethics, and librarianship is no different. In the field of librarianship, professional ethics are the moral standards and norms of behavior that direct librarian's actions and decision-making. Ethics in Librarianship are necessary for ensuring that librarians offer all the users unbiased, respectful and high-quality services. They build trust and credibility between librarians and users, uphold the integrity and reputation of the library profession and ensure fair and responsible treatment of all library users.

13.5 CODE OF ETHICS FOR LIBRARIANSHIP

It is required of library and information professionals to adhere to particular ethical standards, which are usually outlined in documents known as codes of ethics. These ethics provide a foundation for deciding ethically and applying integrity to LIS issues. Two important organizations that approve code of ethics in the field of librarianship are American Library Association (ALA) and International Federation of Library Associations and Institutions (IFLA).

ALA's Code of Ethics

The Committee on Professional Ethics (COPE) oversees the ALA Code of Ethics. The Code of Ethics serves as a framework for handling

ethical conflict situations for both individual members of the profession and other employees working in libraries. ALA code of ethics was adopted by the ALA Council at its 1939 Midwinter Meeting; revised four times on June 30, 1981, June 28, 1995, January 22, 2008, and June 29, 2021.

- **Highest level of services for the users:** ALA's code of ethics suggests providing the best possible services to all the library users with appropriate and arranged resources, equitable service polices, granting equitable access and accurate, impartial and professional answers to their quarries
- **Intellectual Freedom:** Protecting the values of intellectual freedom; a major area of conflict within libraries and oppose any attempts to restrict access to library materials.
- **Privacy and confidentiality:** To protect every library user's rights to privacy and confidentiality regarding information needed or obtained as well as library resources examined, borrowed, purchased or sent.
- **Intellectual property Rights:** To respect and uphold the rights of intellectual property and promote harmony between the information seekers or users and the rights holders.
- **Respecting fellow library employees:** To show respect, justice, and good faith toward coworkers and other colleagues. We should also support employment policies that protect the rights and well-being of all workers at the institutions.
- **Segregation of Individual Interest:** To give more importance to the interests of library users, colleagues, or the employing institutions than individual interests. Differentiating between commitments to one's career and private values: To make a distinction between our personal values and our official obligations, and don't let our opinions get in the way of our institutions' goals being fairly represented or people having access to their information resources.
- **Professional excellence:** To maintain and enhance our own knowledge and abilities, support our colleagues' professional growth,

and encourage the ambitions of future professionals in order to pursue excellence in the field.

- **Promoting Equity and inclusion in Libraries:** To respect each person's fundamental rights and dignity. Through awareness, advocacy, education, collaboration, services, and the allocation of resources and spaces, that we work to identify and eliminate systemic and individual biases; to confront injustice and oppression; to enhance diversity and inclusion; and to promote racial and social justice in our libraries, communities, profession, and associations.

IFLA Code of Ethics

This is presented by in two versions, a long and comprehensive version and the other one is a shorter version for quick reference. The key points are

- **Access to Information:** The goal of librarians and information professionals is to guarantee that everyone has access to information, encourage education, personal development, and democratic engagement, and oppose all types of censorship. They make an effort to provide free or little priced access to their services in order to guarantee inclusion for underprivileged people. They make sure users are aware of their availability by extensively promoting their collections and services. Additionally, they put accessibility first, making sure their websites are barrier-free and up to international standards.
- **Responsibilities towards Individuals and Society:** Information professionals, such as librarians, ensure that all people, regardless of background or personality traits, have access to information. They assist customers locate what they need and provide support when needed. They also respect linguistic minorities by providing information in their native languages. They encourage honesty and guard against misuse by teaching individuals how to locate and utilize informationeffectively and helping them become better readers. In addition, they guarantee that adults may still obtain the information they want while safeguarding minors.

- **Privacy, Secrecy and Transparency:** Librarians and information professionals safeguard shared personal information and respect individual privacy. They encourage openness so that the general public may examine commercial, administrative, and governmental operations. They also recognize that public interest in whistleblowing is important and that it is important to expose wrongdoing, corruption, and criminal activity.
- Open Access and Intellectual Property: The goal of information workers and librarians is to uphold the rights of authors and publishers while offering exceptional access to information in all media. Their mission is to protect the rights of both users and creators while promoting open source, open access, and open licensing. They argue that libraries should have the appropriate restrictions and exemptions. They also try to stop copyright periods from being unnecessarily extended.
- Neutrality, Personal Integrity and Professional Skills: Impartiality and neutrality are given top priority by librarians and information specialists. By avoiding personal prejudices, they seek to create fair services and balanced collections. Their commitment to professionalism is evident in their pursuit of quality and honesty in the face of corruption.
- Colleague and Employer/Employee Relationship: Librarians and Information workers support equity and dignity among themselves and oppose job discrimination based on a range of criteria. They support equal compensation for equivalent labor, irrespective of a worker's gender. They support their professional associations and impart their professional expertise to others.

13.6 CODE OF ETHICS FOR LIS PROFESSIONALS IN INDIA

Although there are several LIS professional bodies in India, the professionals in LIS field here doesn't have any Ethical Codes yet as no professional bodies have come up with Ethical codes for the LIS

professionals (Roy, 2019). The informal acceptance of the Five Laws of Library Science proposed by S R Ranganathan in 1931 as ethical codes is one of the reasons that no ethical codes was needed as stated by Munigal (2018). These Five laws are:

- Books are for use.
- Every reader his/her book.
- Every book its reader.
- Save the time of the reader.
- A library is a growing organism.

The establishment of an ethical code for LIS professionals is necessary in order to augment the LIS profession's societal acceptability in India. This is significant for a number of reasons:

- **LIS Profession:** ICT integration in the LIS area has given rise to ethical concerns including copyright laws and collection building. LIS practitioners need to put their work before their own interests, understand copyright regulations, and inform users of these restrictions. Libraries are essential for providing study rooms and safeguarding resources for future generations, particularly for underprivileged pupils. An ethical code guarantees objectivity and professionalism, improving the standing of the industry.
- **Users:** LIS professionals are required to uphold users' rights to confidentiality and privacy, offer excellent customer service, and instruct users on how to make the most of library resources. Given the diversity of India's people, professionals ought to have patience and empathy. In order to promote respect and a positive working relationship between users and experts, it is imperative that users get education on copyright laws and library property.
- **Organizations:** Recruiters of LIS professionals must to take into account non-merit- based considerations including responsibility, self-control, and lifelong learning. Promoting their libraries and collaborating with management to improve them are two things professionals should do. In schools and universities, one-person LIS positions should protect professionals' rights and welfare.

- LIS Professionals: Professionals required having good user communication skills and collection knowledge. They ought to keep a favorable reputation in the community via their employment. In addition to their professional tasks, they also have management and personal responsibilities. When choosing the correct staff and giving users the right information, ethics are quite important.

13.7 ISSUES AND CHALLENGES

Professional ethical issues and challenges in librarianship are well-documented and have been covered in a number of academic publications. Here are a few major Professional & Ethical challenges faced by the field:

- **Professional Image:** The library profession is not highly valued because it is seen as secondary to fields like education and business. Librarians are often seen as specialists within their organizations, rather than as independent professionals. Only a small segment of users who have received high-quality service appreciate the importance of libraries. This limited appreciation has not helped improve the overall image of the profession in society. Indian public libraries also have not achieved anything significant that would enhance their professional image nationally.
- **Professional Organizations:** There are several professional associations for librarians in several nations; each has its own aims and purposes, which often don't clash. Bekker states that in order to effectively handle ethical transgressions, there should ideally be a single national professional association, a single national code of ethics, membership requirements based on code compliance, licensing requirements based on membership, and a single national committee on conduct. Since everyone working in the sector is essentially a librarian or information worker, collaboration across professional groups is essential for developing a common code of ethics, even when a single central authority is not always practical.
- **Authority in Implementation:** Since professional ethical rules lack legal standing, it is not always possible to punish individuals who

break them, even in the presence of a central professional authority. Normally, sticking to ethical rules is a voluntary effort motivated by one's dedication to moral principles or personal convictions.

- **Increasing Dimensions:** In the latter part of the 20th century, librarians' roles have evolved dramatically, demanding new competencies and attracting people from beyond the conventional discipline. As a result, there are now difficulties in professional education and training since newcomers have a distinct viewpoint on the field. Other professions, like medicine, have a better established public image, but they also confront similar issues. Although it is difficult to forecast, librarians are predicted to have a different function in the future than they had in the past or in the present.
- **Professional Qualities:** In all fields, including information services and libraries, there is a strong emphasis on quality assurance. Users are requesting higher- qualityservices and are turning to consumer courts for legal protection. There is an increasing demand for quality assurance in the fields of library and information services since pricing is turning into a crucial concern.
- **New Participants:** People from a variety of professional and educational backgrounds have become attracted to the library and information sectors. As more people with diverse backgrounds and worldviews work in these professions, professional behavior and conduct are being influenced.



13.8 LET US SUM UP

The foundation of ethics is morality, which establishes standards for appropriate conduct in particular groups or occupations. This ethical basis is especially important for traditional sectors that have long struggled with the need for ethical guidelines to direct practitioners' behavior, such as education, law, medicine, and religion. Professional associations work hard to create standards of behavior and advance ethical concepts,

yet enforcement is still quite difficult. In contrast to formal rules, ethical standards are frequently self-imposed, which makes it challenging to guarantee compliance amongst practitioners. Ethical quandaries frequently arise from interactions between professionals and other stakeholders, such as experts, law enforcement officers, patients, and coworkers. These exchanges can give rise to disputes on the establishment and maintenance of moral principles, underscoring the difficulty of making moral decisions in a professional setting. Although they are occasionally used synonymously, ethics and values have different meanings. Values are personal opinions and preferences, while ethics refers to a system of laws guiding moral behavior. Ethics offer standards for differentiating between good and evil, but values establish the relative significance or order of certain principles. Values are largely personal and unchanging, but they can change over time as a result of experiences and emotional factors. In the realm of librarianship, impartial and superior services for users are contingent upon professional ethics. A foundation for moral behavior and decision-making among library professionals is provided by codes of ethics created by associations such as the International Federation of Library Associations and Institutions (IFLA) and the American Library Association (ALA).



CHECK YOUR PROGRESS

Q1. Fill in the blanks

a) IFLA stands for _____

b) ALA stands for _____

c) IASLIC stands for _____



13.9 FURTHER READINGS

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5) Professional Codes of Ethics for Librarians. (n.d.). *IFLA*. Retrieved May 17, 2024, from https://www.ifla.org/g/faife/professional-codes-of-ethics-for-librarians/

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13.10 ANSWERS TO CHECK YOUR PROGRESS

Ans to Q 1) International Federation of Library Association and Institutions.

b) American Library Association.

c) Indian Association of Special Libraries and Information Centres.



13.11 PROBABLE QUESTIONS

A. Short Answers Type Questions

a) Define ethics.

b) What are the differences between ethics and values?

c) Write the IFLA ethics for librarianship

d) Write the ALA ethics for librarianship.

B. Essay Type Questions

a) Why code of ethics is necessary in Librarianship? Discuss.

b) Discus the code of ethics suggested by ALA and IFLA.

c) Discuss the issues and challenges faced by libraries while designing professional ethical codes.

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UNIT 14: PUBLIC RELATION AND EXTENSION SERVICE

UNIT STRUCTURE

14.1 Learning Objectives

14.2 Introduction

14.3 Definition

14.4 Purpose of the Library Extension Service

14.5 Aim of Library Extension Service

14.6 Prerequisite of Library Extension Service

14.7 Need of Library Extension Service

14.8 Types of Library Extension Services

14.9 Publicity and LIS Centre as an Agency of Mass Communication

14.9.1 Definitions of Mass Communications

14.10 LIS Centre As an Agency of Mass Communication

14.11 Various Channels of Communication in the Library

14.11.1 Definitions

14.12 Channels of Communication in the Library

14.13 LIS Research in India

14.14 Trends of LIS Research in India from 1980-2019

14.14.1 Trends of LIS Research in India from 1980-2019

14.14.2 Major Themes of the Hundred Top Cited Papers

14.15 Let us Sum Up

14.16 Further Readings

14.17 Answers to Check Progress

14.18 Probable Questions

14.1 LEARNING OBJECTIVES

After going through this unit, you will be able to

- Library extension service, purpose, prerequisite, need and types of Library extension services.
- LIS centres and mass communication
- LIS research in India

14.2 INTRODUCTION

Public Relations consists of a daily endeavor to create an encouraging atmosphere in which the library can perform properly and deliver the optimal feasible service to the public. It encompasses the library's relationship with its users, non-users in the community, trustees or library committee, dealers, collectors, equipment salesmen, scholars, staff, and administrators for whom librarians work. Extension services are the undertakings that are conducted with the aim of reaching out to each and every person who otherwise might not be aware of the services and book collections offered by libraries. Extension programs offer a great alternative to traditional schooling, providing both young and adult learners with valuable hands-on experience to gain knowledge effectively. According to Throat, Extension education deals with practical items of information which is useful for people for people which solves their daily problems. Extension education is education for the betterment of people and for changing their behavior i. e. knowledge, skill and attitude. Library extension services strive to make the library a lively gathering place that inspires people to read more. Their main focus is on getting those who don't typically read interested in books and creating a community of readers. Even though just providing books might not reach everyone, extension services organize different activities to include as many people as possible, even those who are illiterate.

14.3 DEFINITION

Mc Colvin considers it as meaning "To Increase the number of readers and volumes of work and later to make the library more useful to more people"

ALA Glossary of Library and Information Science 1983 defines it as "The Provision by a library of materials and services (including advisory services) to individuals and organizations outside its regular service area, especially to an area in which library service is not otherwise available"

14.4 PURPOSE OF THE LIBRARY EXTENSION SERVICE

The reasons for library extension services are:

- To maximize the usages of books
- To excuse that every user have its book
- To become community information centre

14.5 AIM OF LIBRARY EXTENSION SERVICE

- Empower those who aren't yet part of our community to join us actively.
- Help those who haven't had the chance to learn to read, so they can enjoy the magic of words.
- Spark an interest in great books and stories that leave readers hungry for more.
- To provide the vital information and support people need.
- Create services that really connect with kids and young adults, making learning exciting.
- Keep learning opportunities open for adults too, because it's never too late to discover something new.

14.6 PREREQUISITE OF LIBRARY EXTENSION SERVICE

- The library should have a good collection to support all extension activities.
- The trained and experienced staff is obligatory.
- The library should have a lecture hall, an exhibition hall for holding meeting of different groups.
- The library should possess audio-video equipment i. e. LCD projector,

slide projector and mike arrangement.

14.7 NEED OF LIBRARY EXTENSION SERVICE

In today's world, institutions are like the backbone of society, organizing everything from how we work and stay healthy to how we learn, explore, and innovate. Libraries, in particular, are like treasure troves, gathering, sorting, and sharing all sorts of knowledge and information found in books and documents. Because knowledge is so vital for helping people grow and thrive, places like libraries are priceless.

The first law is that books are for use. It's really important to make sure that the books we carefully select and buy actually get read and enjoyed by the users. After all, libraries aren't just storage spaces for books-they're doorways to new worlds for everyone to step through. The second law, "Every reader his or her book" means. We all have different tastes, and there's a book out there for each of us. That's why it's so important to fight for everyone's right to read whatever they want, without censorship or unfair barriers getting in the way. Our job is to help people find the information they're looking for and make sure nothing's stopping them from getting it. .

The extensions services are to create and stimulate the desire for good reading. This can be done by bring by informing about resources and services of library as well as its importance to them. An effort of a library to increase the number of its users to make the maximum use of library material is called extension services.

14.8 TYPES OF LIBRARY EXTENSION SERVICES

Extension services can be categorized into two groups:

a) Conventional and b) Non- Conventional.

b) Conventional Extension Service

i) Adult Education

Adult education is an important aspect of extension service. It is needed in developing countries to remove poverty and illiteracy. The illiterate adults can be made to have the benefits of library services by instituting the

reading system. Arrangement should be made to have books read to them at stated hours.

ii) Book Display

The display of material is the most important technique to spread the news of library service. It is designed to bring together: · Secondary subjects ignored by classifiers in favor of primary subjects; ·Subjects normally separated but which are temporarily linked by reason of topical interest; and · those subjects necessarily separated by the scheme of classification but which are normally associated. The purpose of display is to reveals the thought content of the documents on display.

iii) Book Exhibitions

Book Exhibitions Organizing a book exhibition in the library is also an extension service. Exhibitions are mostly arranged to publicize less known materials, encourage reading, promote interest in a specific field or group of subject fields, call attention to particular anniversary, encourages hobbies and many facilities provided for them in the library. Each exhibit should have a specific objective.

IV) Inter-Library Loan

Interlibrary loan is a service whereby a user of one library can borrow books, videos, DVDs, sound recordings, microfilms, or receive photocopies of articles in magazines that are owned by another library. Sometimes for a small fee, or possibly for no cost, a library that has the item will loan or copy it, and the item is transported to the requestor's library to be checked out or just used within the library.

v) Mobile Library Service

Mobile library is a stock of books kept in a vehicle with limited staff to providing in some cases, a house to house service in remote areas such as villages and hamlets. Mobile library also provides issue and return services for a certain period.

b) Non- Conventional Extension Service

i) Current Awareness Service

Service intended to meet the current approach is generally known as current awareness service. CAS is process of dissemination of current

information, which means the information contents of current published primary documents, for which the researchers have need.

ii) Institutional Repository (IR)

An Institutional Repository (IR) is an online locus for collecting and preserving in digital form, the intellectual output of an institution, particularly a research institution.For a university, this would include materials such as research journal articles before (preprints) and after (post prints) undergoing peer review, and digital versions of theses and dissertations, but it might also include other digital assets generated by normal academic life, such as administrative documents, course notes, or learning objects.

iii) Virtual Services

Virtual services such as Web pages, Virtual reference service, Internet searching, online databases, OPAC, Online Book Clubs etc. are also provided by libraries to its users.

14.9 PUBLICITY AND LIS CENTRE AS AN AGENCY OF MASS COMMUNICATION

In an era dominated by digital technology and rapid exchange of information, the role of traditional institutions such as libraries is often overlooked. However, libraries are still important for the dissemination of information and knowledge. They function not only as repositories of books and archives, but also as dynamic mass communication organizations. By facilitating access to diverse information and engaging communities, libraries play an important role in mass communication.

14.9.1 Definition of Mass Communication

Mass communication is a method of communicating information to a large audience through various media. This can include traditional media such as newspapers, television and radio, as well as digital channels such as social media and online platforms. The primary purpose of mass communication is to reach a large audience quickly and effectively by providing information,

education, entertainment, or propaganda. It involves complex interactions of technology, messaging, and audiences, with the goal of influencing public opinion, informing decisions, and shaping cultural norms.

According to Littlejohn and Foss "Mass Communication is the process whereby media organizations produce and transmit messages to large publics and the process by which those messages are sought, used, understood, and influenced by audience".

14.10 LIS CENTRE AS AN AGENCY OF MASS COMMUNICATION

a) Information Access and Dissemination

Libraries have long been sources of information. They collect, manage and provide access to a wide range of collections, including books, magazines, newspapers and digital media. In doing so, libraries help bridge the information gap for individuals who may not have direct access to these resources. Through lending services, interlibrary loans, and digital databases, libraries ensure greater dissemination of information, and reach a wider variety of audiences.

b) Community engagement and Public Initiatives

Modern libraries actively engage with their communities through public programs, workshops and events. These programs are designed to educate, inform and engage the public in a variety of cultural, educational and informational programs. For example, libraries often host author talks, reading groups, educational workshops, and exhibits that appeal to a wide audience. Such programs are powerful tools for public engagement, facilitating direct communication and interaction between libraries and communities.

c) Digital Libraries and Online Presence

With the advent of the Internet, libraries have expanded their work beyond physical boundaries through digital libraries and online

services. Digital libraries provide access to vast collections of e-books, textbooks, multimedia materials, and other digital resources. In addition, many libraries maintain an active online presence through websites and social media, where information, updates, and resources are shared. This digital transformation enables libraries to connect with and serve global audiences, effectively making them key players in mass communication.

d) Libraries as Media Literacy Advocacy

In a world where disinformation and misinformation abound, libraries play an important role in promoting media literacy. Libraries offer resources and programs that teach critical thinking, source analysis, and responsible media use. By teaching the public how to consult reliable information, libraries help shape an informed citizen who can navigate a complex information environment.

e) Preservation and Archiving of Information

Libraries are also essential for storing and preserving information. They protect historical records, local papers, government documents, and otherwise lost items. By preserving these resources, libraries ensure that vital information remains accessible to future generations, contributing to the continuity and longevity of mass communication.

f) Support for Academic and Research Activities

Academic libraries in particular support scholarly networking by providing access to research resources, facilitating academic publishing, and fostering institutional repositories they are integral to the research ecosystem, enabling scholars to their findings reach more people. Through partnerships with academic institutions and participation in open access systems, libraries contribute to the democratization of knowledge access.

14.11 VARIOUS CHANNELS OF COMMUNICATION IN THE LIBRARY

The word "communication" comes from the Latin word 'communis',

which means 'together', referring to a common understanding. It is recognized as the process of exchanging ideas, opinions, facts, feelings, etc. between individuals in order to establish a common understanding.

14.11.1 Definition

According to Harold Koontz and Heniz Weihrich, "Communication is transfer of information from the sender to the receiver with the information being understood by the receiver."

According to Louis Allen "Communication is the sum of all things one person does when he wants to create understanding in the mind of another. It involves systematic and continuous process of telling, listening and understanding."

14.12 CHANNELS OF COMMUNICATION IN THE LIBRARY

Channel means the medium through which the information flows. Channels of communication are of different types. These can be classified as

a) According to the Organization Structure
b) Flow of information
c) On the basis of medium of transmission

a) According to the Organization Structure

i) Formal Communication: Formal communication is based on formal organizational relationships. All have to follow the prescribed system only. In an library organization structure, for example, the Chief Librarian can communicate to Assistant Librarian only through his immediate superior say Deputy Librarian and not directly. This system of communication is called formal communication system.

Advantages of Formal Communication

- It helps maintain privacy.
- It locates the responsibility.
- It strengthens the authority-responsibility relationship.

Disadvantages of Formal Communications

- Decision making takes longer.
- It affects the quality of information presented at various levels.
- It makes delegating responsibilities difficult

iii) Informal Communication: Informal communication results from social interactions between people. It spreads information quickly and can lead to gossip, which travels quickly. This process is called the grapevine.

b) Communication Channels based on Flow of Information

i) Upward Communication: Often referred to as "bottom-up" communication. The flow of this communication moves from the lowest levels to progressively higher levels within the organization. Subordinates use upward communication to report their problems and performance to their superiors. Grievance Redressed System, Complaint and Suggestion Box, Job Satisfaction surveys etc. all help improving upward communication.

ii) Downward Communication: It is frequently called as "top-down" communication. In this communication channel normally instructions are issued to subordinates to carry out the work.

iii) Horizontal Communication: Horizontal communication is also called as "cross communication". It is the flow of information between persons of the same hierarchical level. Chief Librarian has to be in constant touch with Principal or Management Authority and communicate speedily and effectively about the plan of action and attain Library's organizational goals.

c) On the basis Medium of Communication

i) Oral Communication (Verbal Communication): Oral means by spoken words., i.e. by speech. Following are the ways of verbal communication:

- Face to face discussion
- Telephone, intercom. Mobile phone
- Meeting, conference
- Announcement

ii) Written Communications: It refers to information conveyed through written words. This will include correspondence, office memoranda,

flyers, reports, board reports, policies and procedures manuals, employee manuals and performance appraisals.

iii) Gestural Communications : This involves providing information through gestures or postures such as firm handshakes, hugs, and pats on the back, within the bounds of decency, that contribute to communication or motivation.

14.13 LIS RESEARCH IN INDIA

The first PhD in LIS India was awarded in 1957 to Mr. D.B. Krishna Rao, supervised by S.R. Ranganathan. Prior to this, Ranganathan had already published his seminal book, "Five Laws of Library Science," in 1931. He continued to contribute extensively to LIS literature through books, journal articles, and research monographs. Ranganathan also fostered the production of literature by organizing seminars and conferences and initiating the publication of journals within the discipline. The establishment of the Documentation Research and Training Centre (DRTC) for LIS research, another of Ranganathan's initiatives, further supported the growth of literature in the field. The second PhD in LIS was awarded in 1971, marking a significant gap, but interest in individual research and its reporting began to gain momentum afterward. Early research primarily focused on library classification and cataloging, documentation, and user studies. Later, literature expanded to include information systems, and services for libraries and information. In the late 1970s, professionals of LIS in India began applying ICT in libraries, and their experiences were documented in the literature. This area of study soon became dominant, surpassing other topics. Additionally, the application of management techniques in libraries became a significant focus in professional literature. Eventually, bibliometrics, scientometrics and webometrics emerged as prominent subjects, dominating much of the reported literature in the field.

14.14 TRENDS OF LIS RESEARCH IN INDIA FROM 1980-2019

1**980-89:** The top 100 articles which was published in 1981. It compiled 39 citations and through 95 national, regional and international journals on scientific output in middle level countries. Most of these journals did not contribute to the basic international research and did not attract citations.

1990-99: Among the top 100 articles, 13 were published during this decade and attracted a total of 810 citations. These articles focused on bibliometrics, infometrics, scientometrics, and librametrics. They studied various factors leading to the obsolescence of literature. Bibliometric tools such as co-authorship, co-inventorship, and co-word analysis were used to highlight publication trends across different fields' different determinants which influence research productivity of scientists.

2000-2009: Between 2000 and 2009, 51 articles garnered 3,176 citations, predominantly focusing on scientometric studies in various subject areas. These studies covered international collaboration, co-authorship, patent analysis, and co-word analysis. They also highlighted the relationship between R&D expenditure and the number of patents granted.

2009-2019: Out the top 100 articles, 35 were published in the fourth decade (2010- 2019) and received 2,085 citations. These articles explored the following themes: the field of scientometrics through text mining and co-word analysis. Word-co-word pairs were analyzed to understand the relationships between concepts and sub-concepts. A new indicator called the p-index (performance index) was used to rank the top 100 economists worldwide. The p- index balances quantity (total number of citations) and quality (citations per publication). Additionally, a mock H-index was introduced to complement the H-index and address its limitations, including researchers' self-citation tendencies.

14.14.1 Journals which Published top 100 Research Papers with Highest Numbers of Citations

Table 1: Journal with Top 100 Research Papers with Highest No. of Citations.

Source	No.of Publications
Scientometrics	20
Journal of Enterprise Information Management	8
Information Processing and Management	7
Information Technologies & International Development	7
International Journal of Information Management	7
Information and Management	5
Information Systems Research	5
Others	41
Total	100

14.14.2 Major Themes of the Hundred Top Cited Papers

Table 3: Major Themes of the Hundred Top Cited Papers

1980-89	1990-99	2000-2009	2019-2019
Scientometrics	Information Retrieval Digital Libraries Scientometrics	Use of Mobile Phones Knowledge Management E-Commerce ICT and their Applications in various Sections Digital Libraries Scientometrics	Sentiment Analysis Social Networking and E-Commerce Knowledge Management ICTs and their applications in various sectors Scientometrics Miscellaneous (Statistics/Inforr ti on Seeking)



CHECK YOUR PROGRESS

Q1. Fill in the blanks

a) Extension services are categorized into _____ and _____

b) _____ is a service where a client of one library can borrow books, Videos, DVDs, sound recordings, microfilms etc. or can receive photocopies or of articles in magazines of some other library.

c) _____ is a stock of books kept in a vehicle with limited staff to providing in some cases, a house to house service in remote areas such as villages and hamlets.

d) The word "communication" originated from the Latin word _____

e) The first PhD in India was awarded in 1957 to _____ supervised by _____



14.15 LET US SUM UP

Libraries are essential to mass communication because they facilitate knowledge sharing, foster community connections, promote media literacy, protect historical materials, and advance scholarly inquiry. Libraries are always extending their services and making adjustments in response to technology changes so that they remain at the forefront of public teaching, learning and information dissemination. Libraries empower the people they serve and promote the ideas of mass communication by bridging the knowledge gap between society and the library. The majority of Indian journals are the prime form via which research on Library and Information Science (LIS) in India is disseminated, indicating the preference of Indian LIS scholars for regional publications. This pattern indicates that domestic platforms are trusted. Nonetheless, Indian writers have a great chance to become more

visible in foreign periodicals. They can achieve this by raising the caliber of their research to meet worldwide standards and fostering fruitful partnerships with foreign organizations.



14.16 FURTHER READINGS

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14.17 ANSWERS TO CHECK YOUR PROGRESS

a) Conventional, Non-Conventional.
b) Interlibrary loan
c) Mobile library
d) Communis.
e) D.B. Krishna Rao,, S.R. Ranganathan



14.18 PROBABLE QUESTIONS

1. What do you mean by Library Extension Services?
2. Give one Definition of Library extension service?
3. Write two purpose of library extension service?
4. What are the Prerequisite of Library Extension Service?

5. Write briefly about various types of Conventional Extension Service?
6. Write briefly about different types of Non-Conventional Extension Service?
7. Discuss the Role of Library as an agency of mass-communication.?
8. Write one definitions of Communications?
9. What are the types of Communication according to organization structure?
10. Write two Advantages and disadvantages of formal Communication.
11. Discuss the types of Communication channel as per flow of information.
12. Discuss the types of Communication channel as per medium of communication?
13. Discuss the trends of LIS research in India from 1980-2019

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