Best Practices in Vishnu Institute of Technology Library: At A Glance

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ABSTRACT: The library plays a vital role in the Academic Institutions. But today it is very difficult to find the users to get the ultimate benefits of the library. We have to take few steps to encourage them to use the library sources and services. Library services and sources should be very attractive to attract the users. The library should adopt new methods and services to facilitate the learning and improve the information gathering. This paper discusses the best practices and innovative techniques of Vishnu Institute of Technology, Bhimavaram, Andhra Pradesh.

Keywords: NAAC; Best Practices; Vishnu Institute of Technology; Library Sources;Library Services; Digitisation; User Oriented Administration; Heuristic Approach.

INTRODUCTION

Information and Communication Technologies (ICT) have made a tremendous impact on the functions of the academic libraries and knowledge resource centers. The developments and changes in the ICT have changed the users' expectations from the academic libraries in different ways. The ways to build a library collection and offer services to the end users vary from the past. The Government of India, UGC and NAAC are seriously concerned as how to improve the standards of education and establish best practices in the Universities and Colleges and their libraries.

WHY BEST PRACTICES?

Best practices are an activity that leads to superior performance. Successful identification of best practices and their application can reduce cost and improve quality. These practices will help to inculcate good environment among the user community. Best practices are developed in the library for the following purposes.

- To maximize the utilization of library.
- To magnetize and meet the user demand.
- To market library sources and services.
- To execute the five Laws of Library Science.

ABOUT VISHNU INSTITUTE OF TECHNOLOGY

Vishnu Institute of Technology was established at Vishnupur, Bhimavaram, West Godavari District, Andhra Pradesh under the aegis of Sri Vishnu Educational Society in the year 2008. It is affiliated to the Jawaharlal Nehru Technological University Kakinada (JNTU-K), and approved by All India Council for Technical Education (AICTE), New Delhi.Four of its programmes in B. Tech (ECE, CSE, EEE and IT) were accredited by National Board of Accreditation (NBA). It has received NAAC Accreditation with a CGPA of 3.51. The College has been conferred autonomy for a period of ten years in 2019. The town of Bhimavaram, acclaimed to be the Second Bardoli, is the nucleus of intellectual fermentation and the VIT contributes significantly to this activity.

The College offers 9 Under-Graduate and 4 Post-Graduate Courses. The strength at the B. Tech Courses in Electronics and Communication Engineering-180; Computer Science and Engineering-180; Electrical and Electronics Engineering -60; Information Technology-180; Mechanical Engineering-60; Civil Engineering-60; Computer Science and Engineering (Artificial Intelligence and Data Structures)-120; Computer Science and Business Systems-60; Computer Science and Engineering (Artificial Intelligence and Machine Learning)-120. Every department has 10% Lateral Entry students at II B. Tech level.

The strength at the Post Graduate courses isas follows: Electrical & Power Engineering-18; Computer Science Engineering-18; Digital Electronics and Communication System-18; Advanced Manufacturing Systems-18.

ABOUT THE LIBRARY OF VISHNU INSTITUTE OF TECHNOLOGY

The library of Vishnu Institute of Technology is built to keep up International Standards. It is located in separate block – a new multi-storied building with a carpet area of 1878 sq. meters with sufficient area for stacks and reading space. It is fully computerized and furnished.It contains a large number of volumes, titles, journals, periodicals and newspapers. With the ambience provided by the facilities and atmosphere, it can be truly called a 'Knowledge Centre' and also a 'Learning Centre'.All the students and staff members find it conducive for constructive study.

The digital library is equipped with 160 computers with high-speed internet facility and a bandwidth of 60 Mbps. A digital library with an equal number of E-Resources like IEEE, (ASPP), ASME, N-LIST, DELNET and National Digital Library of India. Wi-Fi facility has been provided for users. The functions of the library such as Acquisition, Circulation Control, Cataloguing and Serials Control have been automated using Engineering College Automation Package (ECAP) integrated software.

Vishnu Institute of Technology library has a collection of 38,307 Volumes with 6,858 titles on Engineering, Science, Humanities and Management. The library Subscribes to 134 National and International printed Journals and 24 Printed Magazines. VIT Central Library is the institutional member of IEEE (ASPP), ASME, N-LIST, DELNET and National Digital Library of India.

BEST PRACTICES SUGGESTED BY THE NAAC FOR HIGHER EDUCATION LIBRARIES

The NAAC has suggested several practices that will enhance academic information environment and usability.
➢ Computerization of library with standard software.
➢ Inclusion of sufficient information about the library in the college prospectus.
➢ Compiling user (Students & Faculty) Statistics.
➢ Displaying newspaper clippings.
➢ Career / Employment information services.
➢ Internet facility to different user groups.
➢ Information of Literacy programmes.
➢ Suggestion Box.
➢ Display of new arrivals.
➢ Book exhibitions on different occasions
➢ Organizing book talks.
➢ Instituting Annual Best User Award for students.
➢ Organizing competitions annually.
➢ Conducting user surveys periodically.

BEST PRACTICES FOLLWED BY THE LIBRARY OF VISHNU INSTITUTE OF TECHNOLOGY

Some of the best practices adopted by the library of Vishnu Institute of Technology Library with respect to the users are given below:

➢ Automation: Vishnu Institute of Technology Automatedthe entire library operations with Engineering Campus Automation Package (ECAP).
➢ Web-OPAC: Searching the books and journals using OPAC and Web-OPAC through ECAP Software. Web OPAC is the library retrieval tool OPAC on the Web for wider access. It is worldwide and all time accessible.
➢ College Prospectus: The sources and services of complete information are printed in the college prospectus and also put on the college website.
➢ Gate Register: The College maintains separate gate registers for the Staff and Students at the entrance of the Library.
➢ Library Timings: Vishnu Institute of Technology Library works from 7.30 AM to 10.30 PM on all working days and from 9.00 AM to 1.00 PM. on Sundays. Library timings are displayedat the entrance gate of the library.
➢ Newspaper Clippings: The library Maintains Newspaper clipping file in the library. After COVID, the important news in the daily newspapers related to academics through Whatsapp VIT Library Group to facilitate the users.
➢ Career and Development Cell: A Career Development Cell has been created in the Academy to assist students in understanding their strengths and interests and to help them identify their career. The aim is also to guide them towards getting MS seats in Foreign Universities.
➢ Wi-Fi Connection: There is24X7 access to e-resources. As a well-organized library it provides an un-interrupted world-wide access to the library resources from anywhere, anytime, by anyone. Without user ID and Password, users can use and download the information through Wi-Fi in the VIT Library.
➢ Library Orientation Programme: VIT library conducts Orientation Programme for the fresher's every year at the beginning of the academic year.
➢ Suggestion Box: VIT Library maintains suggestion box in the library. A suggestion box encourages students to ventilate their grievances and to get them redressed.
➢ New Arrivals: The VIT library provides a list of new additions on library notice board and college website. It also circulates the list to HODs through e-mail. The newly arrived books are displayed at the new arrivals display, First Floor, Reference Section.
➢ Book exhibition: VIT library organises a book exhibition during National Library Week Celebrations from 14th to 20th November every year.
➢ Organisation Book Talks: VIT library organises book talks during National Library Week Celebrations day every year.
➢ Best User Award: To encourage the users in using the library resources and services to the extent possible, the library has the provision to confer 'Annual Best user Award' which is being selected based on his/her regular visit to the library, behaviour and interaction with the library staff, suggestion for betterment and library usage. Every year VIT library announces "Annual Best User Award" at the time of National Library Week Celebrations.
➢ Literary events: VIT celebrates the National Library Week (from 14th to 20thNovember) and Librarian's day on 12th August every year. On such occasions, various literary events like Oral Presentation, Picture Interpretation, Group Debate, Fetch the Book, Coding Contest, GK Kahoot!, Game Quiz, Essay Writing, Reverse Reading is conducted for the students.
➢ Earn While You Learn Programme: The students are financially supportedin studies.They gain practical experience which would stand by them in their career. The earn-while you -learn programme provides opportunities to the students to earn while they are learning through part-time jobs.The entrepreneurial projects are thus preparing them to shoulder professional assignments with relative ease.
➢ Book Bank Scheme for SC & ST Students: In order to provide an incentive to the SC and ST students to pursue higher education, central government has started the book bank scheme. The aim of establishing such book banks is to provide effective tools to those ST/SC students, who cannot afford expensive educational books while pursuing higher education. The VIT Library has 5678 volumes under SC & ST Book Bank Collection.
➢ Inter Library Loan: Networking with DELNET, the Vishnu Educational Society College Libraries avail services.
➢ Provision CAS / SDI services to the different user groups.
➢ Taking feedback from the library users.

- Following open access system.
- Arrangement of books in the Dewey Decimal Classification Scheme.
- Maintenance of the Institutional Repositories for articles, question papers, courseware etc.
- A Separate wing for the competitive examinations.
- Circulating the PDF of e-books, magazines through their respective Whatsapp groups.
- Remote access of E-resources like IEEE, ASME, DELNET, N-LIST.
- One Audio-Visible room with capacity of thirty members for German Class, MOOCs, and video presentations.
- Seven Discussion Rooms for the placements and group discussions purposes.
- Up-to-date library information in the college website from time to time about the library sources and services and other necessary information to the users.
- Strict implementation of Library hour for the students as per the Academic schedule.
- Provision for talks on book in the library. English Club members conduct activities like book talks, group discussions, JAM, Reverse Reading in the VIT Libraryevery Wednesday.

CONCLUSION

The Best practices implemented by the Vishnu Institute of Technology Library are very useful in providing support to users (Staff and Students). The best practices will help improving quality of our effective library sources and services. The technology based services are essential for providing up-to-date information to user community. The effective implementations of the best practice make significant change in enhancing the use of information sources & services and users satisfaction level. All of the highlighted practices here are experimented in the library in optimizing the use of libraries for users' development practices. The main aim of the library is to attend to the needs of different users and train the students in the use of modern gadgets. It should also try to make the students fully blossom with a heuristic approach.

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