

**ASSESSMENT OF IMPLEMENTATION OF COLLECTION DEVELOPMENT POLICY
ON LIBRARY COLLECTION IN TWO PUBLIC UNIVERSITIES IN KOGI STATE**

By
Charles Bala Ocheje

Abstract

This study examined the assessment of implementation of collection development policies on library collection in two public universities in Kogi State. The study population was twenty four (24) librarians which were used for the study. Five research questions were designed for the study and data was collected through questionnaire and analyzed using the mean rating on four point rating scale. The findings of the study show that Federal University, Lokoja and Kogi State University, Anyigba have functional written collection development policies. It was also found out that there are problems in implementing the policy which are; limited number of librarians, inadequate funds, lack of commitment to work, and negative staff attitudes. The study recommended that: the libraries should involve library committees, seek the opinions of students and lecturers especially in the selection of information materials, and the libraries should seek alternative funding.

Introduction

Collection development is a broad term which encompasses areas such as policy formulation, selection, acquisitions, maintenance and weeding of library materials. Collection development is one of the fundamental functions of any library. It is the process through which library professionals engage in developing and maintaining library resources. It also means the planned and systematic -building of the library collections to meet the needs of the users.

In the view of Ozioko and Ekere (2011), collection development as either building a collection from the scratch (ab-initio) or working on an already existing collection. Kolo 2010) opined that collection development is basic to librarianship and that it is the essence and cornerstone of librarianship. It is necessary for academic libraries in general, to acquire current and relevant information resources necessary for sustaining the objectives that academic libraries are known for. Owolabi and Akintola (2010) noted that "the major indicator of a good library is the quality and quantity of its collections". In support of the above quotation, academic libraries are

to maintain standards for selecting relevant information resources necessary for learning in their various institutions.

Singh (2004), viewed collection development as involving the identification, selection, acquisition and evaluation of library resources (e.g print and electronic resources) for a community of users. Pryterch (2009) described collection development as the process of planning a stock acquisition e not simply to cater for immediate needs, but to build a coherent and cohesive collection over a number of years to support the objectives of the parent organization. From the foregoing, it can be concluded that collection development is concerned with planning for acquisition through user's needs assessment and formulation of collection development policy, selection and acquisition of information resources to meet the needs of the user community. Similarly, Edward (2010), saw collection development as the process of building the library stock to meet the information needs of the users in a timely and economical manner using information products locally held as well as from other organisations.

The American Library Association ALA (2013), described collection development policy as documents which define the scope of a library's existing collections, plan for the continuing development of resources, identify collection strengths and outline the relationship between selections philosophy and the institution's goals, general selection principles and intellectual freedom. According to Arizona State Library. Archives and Public Records (2003), in Adomi (2011), a collection development policy is a written statement of a library's intention for building its collection, describing the collection strengths and weaknesses and provides for the staff.

From the foregoing therefore, collection development policy is a tool for selection resource. In addition to describing current collections, it compels the staff involved to reconsider

the aims and objectives of the organisation both on long and short term and the priorities to be attached to different activities, it assists with budgeting, serves as communication channel within a library, supports co-operative collection development prevents censorship and assist in overall collection management activities including the handling of gifts and deselection of materials. (Ifla, 2008). In view of the above, Ozioko and Ekere (2011), asserted that collection development policy is a written document representing a plan of action and information -ring selection and acquisition of library materials and which proves very useful in Dinting out subject areas that need emphasis.

In order to achieve a balanced collection of information resources in all areas of the library's specialization, a collection development policy is designed to guide the selection of library materials. Ozioko and Ekere (2011), asserted that collection development policy is a written document representing a plan, of action and information during selection and acquisition of library materials and which proves very useful in pointing out subject areas that need emphasis.

The core of the library is the collection. Its pivotal place is enshrined in the basic mandate of the library to stock information materials to meet the needs of users. Thus, the collection composed of the information resources, constitutes the basic instrument service of delivery in the library. Lending credence to this view, Ifidon (2010), states thus: Beautiful buildings, well-trained staff and modern information storage and retrieval systems can only be appreciated if excellent services are rendered to users. These services cannot be given without live collections". The significance of the above submission is that effective service in the library is closely related to the availability of an adequate library collection.

Statement of the Problem

Collection development practice is an important component in the library profession. A good library is judged by the type of collections it holds for users. The collections measure how a particular library meets the goals, objectives and vision of the library and its parent institution. In the collection process, there should be a collection development policy to guide in the collection in order to build a strong and balanced collection. Collection development policy helps an academic library' in actualizing the vision and mission of the institution.

It appears that collections in many academic libraries are not meeting user's demand. This also goes to affect learning, teaching and research in the academic environment which Federal University. Lokoja and Kogi State University are no exception. On account of this, it could be deduced that any library that is not able to build a strong and balanced collections will not be able to achieve the objectives for which it established.

The problem of this study can therefore be put in the form of a question: What is state of implementation of collection development policy on collections in Federal University. Lokoja and Kogi State University, Anyigba?

Purpose of the Study

The study was aimed at assess the implementation of collection development policy on library collections in two public universities in Kogi State with these laid out objectives;

1. Determine whether there are functional collection development policies in the libraries.
2. Assess the state of collection development policy in the libraries.
3. Find out the improvement brought about by implementation of the collection development policies in the libraries.

4. Identify the challenges associated with effective implementation of collection development policies in the libraries.
5. Determine the strategies for enhancing implementation of collection development policies in the libraries.

Literature Review

Concept of Collection Development

According to Johnson (2014), Collection development is seen as the process of making sure that the information needs of the users are met in a timely and economic manner using information resources that have been produced both within and without the organization. He went further to state that collection development is a process of planning stocking to cater for the immediate needs while building a strong and balanced collection over a number of years to meet the objectives of the parent institution.

The crucial function of building the library collection has been variously termed ordering, acquisition, and collection development depending on the prevailing understanding of the scope of the function. Ordering appears limited to purchasing as a method of bringing books into the library. However, Welch (2013), noted the gradual replacement of the term 'order' in libraries with acquisition which in his view embraces other sources of library resources such as gifts and exchanges. Collection development is conceptualized by Ojebode (2010), as comprising a great number of library activities including selection of resources, acquisition of those materials selected, the development of plans for sharing resources between libraries, the maintenance of resources acquired, weeding and evaluation.

According to ALA in Ram (2015), posited that collection development is a term which encompasses a number of activities related to the development of the library collection, including the determination and co-ordination of selection policy, assessment of needs of users and potential users, collection use studies, collection evaluation, identification of collection needs, selection of materials, planning for resource sharing, collection maintenance and weeding. Ram went further to state that library collection will contain all types of registered information including printed materials of all formats, audio-visual materials, visual materials, materials used with computers, graphs and three-dimensional materials and ways to access electronic information. Harold Library Glossary in Ram (2015), also stressed that collection development is a process of planning a stock acquisition programme not simply to cater for the immediate needs but to build a current and reliable collection over a number of years to meet the objectives of the services. These definitions clearly indicate the need of collection development in information growing age.

In the views of Khan (2012), collection development is all activities encompassing all plans formulated for the systematic and rational building of a collection. Like in Ram (2015), the term includes a group of activities. That is, assessing the users' needs, evaluating the present collection, determining selection policy, coordinating the choice of items, re-evaluating and storing parts of the collection and planning for resource sharing.

Concept of Collection Development Policy

According to Johnson (2014), Collection development policy is a plan or procedure through which a library carries out its collection development; they are documents that provide a framework for coordinated collection development programme. Backhand as cited in Ojoade

(2010), observed that all library operations that primarily facilitate the exploitation of the collections and those directly consumed by the end users of the library have their roots in the collections development policy just as no group of activities can succeed without proper planning, collection development of any academic library cannot succeed without a proper collection development policy. The American Library Association (ALA) (2015), describes collection development policy as documents which definite the scope of a library's existing collections, plan for the continuing development of resource identify collection strengths and outline the relationship between selections philosophy and the institution's goals, general selection principles and intellectual freedom.

According to Arizona State Library, Archives and Public Records (2003), in Adomi (2011) a collection development policy is a written statement of a library's intention for building its collection, describing the collection strengths and weaknesses and provides guidelines for the staff. From the foregoing therefore, collection development policy is a tool for selection of resources. In addition to describing current collections, it compels the staff involved to reconsider the aims and objectives of the organisation both on long and short term and the priorities to be attached to different activities. It assists with budgeting, serves as communication channel within a library, supports co-operative collection development, prevents censorship and assist in overall collection management activities including the handling of gifts and deselection of materials. (Ifila, 2011). Ozioko and Ekere (2011), asserted that collection development policy is a written document representing a plan of action and information during selection and acquisition of library materials and which proves very useful in pointing out subject areas that need emphasis.

In the opinion of Nkem (2009), viewed collection development policy as a vehicle through which the goals of its reader's services are achieved; in fact, collection development policy is a necessary planning document. Although the value of collection development policies are not universally accounted for because of the prevailing views among library professionals that collection development policy is a necessary tool leading to consistent and informed decision. The ideal collection development policy is a living documents reviewed and revised regularly that organizes, guides the processes of acquiring access to material and information sources, integrate these into E collection, managing their growth and maintenance, making decision about preservation withdrawal and weeding. In order to achieve a balanced collection of information resources in all areas of the library is specialization, a collection development policy is designed to guide the selection of library materials. Ozioko and Ekere (2011), noted that collection development policy is a written document representing a plan of action and information during selection and acquisition of library materials and which proves very useful in pointing out subject areas that need emphasis.

Collection development is guided in most libraries by the collection development policy it is necessary to have the collection development policy written to make for objectivity in developing the library collection. A collection development policy is essential for a balanced and robust collection. It specifies the scope of the collection, authority for selection, criteria for allocation of funds and for selection of various types of materials, priorities in selection and criteria for weeding (Kumar et al, 2010). In spite of its importance, some libraries do not have comprehensive collection development policies. Similarly, Adewuvi (2015), reported that most

of the libraries studied in his survey of collection management practices in Nigerian university libraries lack documented weeding policy.

According to Khan (2012), a collection development policy is a plan required in every library which ensures efficient collection development by identifying and correcting collection weaknesses while maintaining its strengths. He saw collection development policy as a document that represents a plan of action and information which is used to guide the staff's thinking and decision making. The staff specifically consults the collection development policy while considering which subject area is to be augmented and this determines how much emphasis is to be given to each area. He stated further that collection development policy should be seen as a means of communication with the library's service population and funding body. He stressed further that a collection development policy should provide answers to the following questions:

- Who has the responsibility for seeing that a policy is set up and regularly implemented?
- Who should have final authority for directing and controlling the distribution of both funds?
- What materials should be acquired?
- Who should participate in the selection?

The University of Louisville Libraries (2011), stressed that a collection development policy guides the development and management of library collections. Various writers have also provided their views on these policies. Ozioko and Ekere (2011), maintained that, collection development policy is a written statement of that plan to assess the strengths and weaknesses of a collection with a view to create a plan to correct the weaknesses

and maintain the strengths of a collection. This means that a collection development policy is a guide to librarians representing a plan of action and information to be used during selection and acquisition of library materials.

Collection development policy differs from library to library out there. According to Anyawusu (2012), there are basically two types of collection development policies which are "written and unwritten collection development policy". A written collection development policy came in form of a document, with the policy written in it. It acts as a guide to the library and ensures that adequate materials are provided for the library. A written collection development policy is seen as a contract between libraries and their users, and helps to know what to expect from the library. Written collection development policy has several merits, it can be easily understood since it can be read and re-read as needed. Written policies are easier to distribute or exchange, it can be more equated, analyzed, or interpreted in training or orientation consistency of action is more likely with a written policy. The written policy is more likely to prevent inappropriate or undue community pressure or even pressure from influential people. Unwritten collection development policy is not written down on any paper but only exist in the librarian mind, the unwritten collection development policy is easier to defend but every librarian should bear in mind that a good policy deals with an important aspect of library. It is based upon a thoughtful analysis of the parent institutions' goals and objectives.

Biblarz (2010) stressed that the main reason for having a written or unwritten collection development policy can be put under four broad headings: selection, planning, public

relation, and wider content. Biblarz (2010) contended that a written collection development policy usually consist of the following:

Introduction: Here the rationale for the policy is explained, providing general background formation concerning the library.

Philosophy and Goals: The philosophy, aims, objectives and goals of the library are stated,

Selection Policy: The criteria for selection of materials are stated clearly.

Acquisition Policy: Problem areas such as the issue of censorship, copyright, etc are considered.

Special Formats: Statement on what will be done to library materials that do not come in the form of normal books and periodicals is made.

A well planned collection development policy is made up of many components. Anyanwu (2012) listed these components to include:

Objective of the Institution: A good collection development policy reflects the objectives parent's institution. These objectives include the reason why the institution was set up what it hopes to achieve and also the need of the institution.

Subject Coverage: The subject area on which materials will be acquired are specific and in cases where the parent institution has interest in many subject area like academic library the percentage of materials that will be purchased will be stated.

Type and Forms of Materials: The type of materials to be acquired is clearly stated in the collection development policy it might be materials which include: journals, textbooks, map atlases etc. or non book materials like microfilm, micro fitches, cassettes, CD-Rom, video tapes etc.

Selection of Library Materials: The collection development policy specifically stated who or group of persons responsible for selecting materials to be acquired and also the criteria for selecting the materials are state.

Acquisition of Library Material: The channels of acquisition of the library material are sated. It may be through purchase, exchanges, legal deposit or gifts. It also states conditions which guide each channel of acquisition.

Source of Purchase: Collection development policy states whether the material will be purchased through foreign agencies, sub groups or through local vendors and agencies.

Mode of Payment: The policy shows who and where the supplier is paid in academic libraries. It is usually the bursary that prepares the payment; is it to be made with ones coupon, it is the duty of the bursary to purchase it for payment.

Revision of Collection: The policy has provision for revising already existing collection of the library in order to ascertain its relevance to the need of users. Also through this revision, materials that are no longer relevant are removed (weeded). The components mentioned above are not exhaustive as there are still other opinions on what should make up collection development policy.

The American Library Association (ALA) standard as discussed by Carter in Ojoade (2010) states that three elements are very important in a collection development policy they are: **General Overview:** This gives an introduction to the policy, and also a description of the community the library serves; **Detail Subject Analysis of 5th Collection:** This shows the type of materials to be acquired **Miscellaneous Section:** The policy must specify who is responsible for

selection, the methods of selection, treatment of gifts donations, weeding and collection assessment are also included.

Results and Discussions of the Findings

Functional Collection Development Policy and its format

Results of data analysis in respect of this research question revealed that the University Libraries have a functional collection development policy. The collection development policy in the institution studied is in written format. The researcher also found out that the collection development policy is effective. This is predicated on the finding that the library has a functional collection development policy and in a written format. This is in line with the responses from the respondents where the twenty four (24) librarians agreed to the existence of a functional collection development policy in the libraries where they agreed that the libraries have functional collection development policies.

State of Collection Development Policy

Results of data analysis in respect of this above indicated that collection development policy is written and covers the following: Selection 3.6, Selection criteria: 3.3, Donation/Free Materials: 3.6, Selection Procedure Statement: 3.4, De-Selection/Weeding: 3.6 and Collection Evaluation Methods 3.4 means score respectively. This is in consonance with the view of Udofot (2018), when he discussed the effects of collection development policy on library collection.

Improvements Brought about by the implementation of Collection Development Policy.

Results of data analysis in respect of this research question showed that collection development policy brought about improvement on the library collection. This is revealed in the

analysis of the responses shown below: Provision of relevant information materials required for the academic programmes of the parent institution, 3.6; provision of information resources for potential users and the university community, 3.6; provision of study environment in a useful variety of locations, 3.3; provision of protection and security for these materials, 3.3 and co-operation with other libraries at appropriate level for improved information services, 3.6 mean scores respectively. This is based on the finding that collection development policy helps to improve the library collection. This is in agreement with the assertion of Ram (2015), when he stated that great improvement have been brought about by the implementation of collection development policy on library collection.

Factors Associated with effective implementation of collection development policy in the library

Results of data analysis in respect of this research question indicated that the factors militating against the effective implementation of collection development policy in the libraries include: inadequate professional libraries, 3.3; inadequate funds, 3.6; lack of commitment to work, 3.6; and negative staff attitudes/indifference, 3.5 mean scores respectively. This is in agreement with the views of Ozioko and Ekere (2011) in which they listed and discussed the problems associated with the implementation of collection development policy in the libraries.

Strategies for enhancing effective implementation of collection development policy.

Results of data analysis in respect of this research question showed that the strategies for enhancing effective implementation of collection development policy include: recruitment of qualified professional librarians by the parent institution, 3.9; cordial relationship between the librarians and the parent institution, 3.5; provision of sufficient funds for running the library, 3.6;

librarians' change of attitudes towards public work, 3.6; library staff should adapt to the changing environment, 3.9; and training and re-training of library staff by the management, 3.6 mean scores respectively. These are in agreement with the views of Ram (2015), when he identified the measures for effective implementation of collection development policy in libraries.

Recommendations

Based on the findings of the study, the following recommendations were made:

1. For effective implementation of collection development policy, the library should involve the library committee, seek the input of students and other lecturers especially in the selection of information materials.
2. The library should make efforts for internal generation of revenue, liase with the parent institution to seek fund from relevant bodies like TETFund, donor agencies and philanthropic organizations/ individuals for more fund.
3. The parent institution should work hand in hand with relevant authorities to employ more librarians for effective service delivery especially in the implementation of collection development policy.
4. Despite their qualifications, the library staff should be regularly trained by attending seminars, workshops, symposia among others to equip them with relevant knowledge on the effective implementation of collection development.
5. There is need for good working relationship between the parent institution and the librarian to make the former support the library in the areas of finding, employment of

qualified staff among others which will go a long way in helping the library in the effective service delivery and implementation of collection development policy in particular.

Conclusion

The research was intended to assess implementation of collection development policy in the library collection development in Federal University, Lokoja. The researcher set the research objectives/questions which serve as a guide to the study. The researcher also reviewed related literature, followed by the methodology for data collection and presentation of results. The major findings were discussed, followed by recommendation and conclusion.

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