



## Where we are: Best Practices Adopted in the Nmims Deemed University's, Mukesh Patel School of Technology Management & Engineering Library, Mumbai

### KEYWORDS

Best practices, Academic library, Engineering library, Management Library, NMIMS, Mumbai.

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**ABSTRACT** *This study presents the best practices adopted in the management and engineering institutes. Best practices are very important for any kind of the library to reach its destiny. In library and information centre user is the final destiny. These best practises will help the library users to identify the right information at right time.*

#### Introduction:

According to Heraclitus "The only thing constant in life is Change". The information and communication technology (ICT) has changed the functions and requirements of library and information centre. Today, patrons can access the library resources in finger tips. It is very important for the library professionals to adopt best practices in library to reach maximum user at minimum cost it may be money or time.

According to the Oxford online dictionary, best practices are "commercial or professional procedures that are accepted or prescribed as being correct or most effective." NAAC says on best practices in Academic Libraries as "Best Practices may be innovative and be a philosophy, policy and strategy program, process or practice that solves a problem or create new opportunities and positively impact on organizations." NAAC developed a set of best practices followed in academic libraries and prescribed in four broad areas they are, Management of Library and Information Services, Collection and Services Provided to Users, Extent of the Use of Services and Use of Technology (Raut &Kokate).

#### Importance of Best practices:

The birth of digital environment and implications in the library and information centre, best practices offer a structured approach to transitioning library professionals and organisations from their existing state to a desired future state by addressing the library professionals to provide ideal service to its users and fulfil the objectives of the parent organisation. The importance of best practices are:

- Best practices, procedures, and standards are integrated with and communicated to IT and library functions.
- Best practices are helps to reduce financial crunch in the library and information system.
- Best practices are an ongoing process and incorporating change management and post change review processes may provide continuous benefits to professionals and library services.

#### MPSTME Library:

Mukesh Patel School of Technology Management & Engineering (MPSTME) is one of the best institute ofSVKM's NMIMS' Deemed University with vision of 'Transcending Horizons' MPSTME leverages the capabilities inherent in

the university, in both engineering and management domains to make this unique contribution possible. MPSTME campus in Mumbai stands tall as a shining metaphor of India's progress in the field of education.MPSTME is equipped with world-class library, which has an impressive collection of books and journals to cater to the needs of the library users. It is fast transforming itself into a digital library with e-models, e-catalogues and an online database with web-opac which helps students check the library's resourcesfromacrosstheworld.

#### New challenges for Library:

Library is growing organism and changes in technologies are creates the new challenges for the library and even professionals also. Following are the some of the growing challenges faced by the academic libraries.

1. Redeveloping library professionals to intensify the use of library sources and services.
2. Identification and procurement of best resources for the library.
3. Keeping up new technologies to disseminate current information.
4. How to manage and reap the big data in library.
5. Changes in users behaviours.
6. Marketing of library resources.

#### Best practices adopted in the library:

##### 1. Library Management:

Library is fully automated with Libsys software. All modules are working properly to handle housekeeping operations of the library. Users can access the WEB-OPAC to find out the real-time availability of library resources from their own computer terminals. Faculty and students can reserve required resources that are on loan. Faculty and students are also encouraged to send request for new acquisition in the Library through the WEB-OPAC.

##### 2. Orientation programme for faculty members:

One of the best practices is to create awareness among faculty members of the organisation, about the library resources and services in order to enhance the use of library resources and services. It also helps to spread the awareness among students community.

##### 3. User education:

User education is to create awareness among the students about library resources, services, good reading habits and

activities for maximum utilization of the library. In other words enlighten the fresh students at the beginning of each academic year about the importance of the library, thereby exposing the students to its various sections of the library, the library resources and the various library services.

#### 4. Showcase:

Library arrange every week book display on theme wise. This will help library users identify the different resources available on particular subject in the library.

#### 5. Current title service:

Our prime aim is to disseminate library resources to its end users. Through mailer library inform our library users about current resources received in the library.

#### 6. TOC:

Our library motto is to provide current information to its user. TOC is a current content service which provides awareness about current information published in the subscribed national or international print journals through email.

#### 7. Collection development policy:

Collection development policy is one of the best practice in our library to purchase standard library resources. Library has local library committee to evaluate library resources recommended by the faculty members. The main aim of the committee is to provide the best resources to the maximum users of the library.

#### 8. Marketing of library resources:

Marketing of library products and services is very important for maximum utilization. We are practicing Flex and Printed Brochures as a marketing tool for online database subscribed by the library.

#### 9. Library staff training:

Library is organising training programme to its staff members to keep abreast the staff and the users about the latest developments and trends in library principles and practices, thereby bridging the gap between the staff and the users.

#### 10. E-resources:

Our library is providing access to number of e-resources on full-text journals, bibliographical database, statistical database, full-text e-book database. These database are very much required for teaching, learning and research purpose.

#### Conclusion:

UGC, AICTE, NBA and NAAC are forcing to the educational institutes to adopt best practices in higher education to provide standardised education to the next generation. In library and information centre building, information resources (print or electronic), library automation, qualified library professionals are the basic requirements to provide best services to the end users. Vays suggested in his study that, the best practices followed in British Libraries and American Center Libraries should have been taken into account. There are areas which Indian library have not been able to find out as best practices.

#### REFERENCE

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