



KLE SOCIETY'S USM-KLE INTERNATIONAL MEDICAL PROGRAMME COLLEGE LIBRARY: SUCCESSFUL JOURNEY TOWARDS MQA

Dr. Atmanand G Holeyannavar

Librarian, USM-KLE International Medical Programme, Belagavi

ABSTRACT The Education plays a vital role in the development of any nation. Medical education is a plays to the society. There is an accreditation from Malaysia: Malaysia Qualifying Agency (MQA). It defines best practices as an application of procedures to yield superior results which means, way of doing things in particular organization as guidelines for good practices. The present paper presents the case study on the best practices experienced in K.L.E. Society's USM-KLE International Medical Programme college library its successful journey towards MQA.

KEYWORDS : USM-KLE International Medical Programme College, MQA, best practices

1. INTRODUCTION:

Generally, speaking that library is the center of any academic setting. While the classroom teaching provides a glimpse of knowledge, the libraries disseminate a wide range of knowledge, which are required to attain intellectual heights. Libraries supplement the instructional work of classrooms and carry forward the ideals of education. Real education can only be achieved through the libraries. In colleges information gathering is an activity of an individual, which is undertaken to identify a message that can satisfy a perceived need.

With the changing time, libraries have witnessed many internal changes along with the environmental ones. Earlier libraries were mere collections of books, Journals and other documents. Then the emphasis shifted to techniques such as classification, Cataloguing, abstracting and indexing helping in arranging and retrieving the documents. Then the focus moved to readers or users.

The focus on readers or the users is influencing the library scenario in a number of ways. It has brought in a marketing sense it has made libraries quality conscious and above all it has made librarians plan carefully and meticulously.

2. What is Best Practice?

Best practice is considered as to describe the process of developing and following a standard way of doing things that multiple organizations can use. Best practices are used to maintain quality. They are considered as reliable benchmarks of organization standards of quality. It leads to development of an understanding of the fundamentals that lead to success.

2.1 Definition:

ODLIS (Online Dictionary of Information Science) describes best practice as follows: "In the application of theory to real-life situations, procedures that, when properly, applied consistently yield superior results and are therefore used as reference points in evolution of the effectiveness of alternative methods of accomplishing the same task. Best practices are identified examining empirical evidence of success."

Oxford Advanced Learners Dictionary describes 'best practices as quality of high standard, excellence, highly improved, outstanding, par excellence service. It means way of doing something that is usual or expected way in a particular organization or situation, guidelines for good practices. In this process of developing best practices we take action rather than good ideas, and we improve our skills.

3. Strategy for Application of Best Practices:

The successful application of the best practices can be achieved by adopting the following five- stage strategy:

- Identification of Best Practices
- Implementation of Best Practices
- Institutionalization of Best Practices
- Internalization of Best Practices
- Dissemination of Best Practice

The MQA has listed the following best practices to be followed for Medical libraries are grouped into:-

- Management and administration of library
- Collection and services
- Extent of user services
- Use of technology

The following set if best practices which are really helped for the profession.

- Computerization of library with standard software.
- Providing information about the library in library Website
- Compiling student/teacher statistics visiting to the library (use statistics)
- newspaper clipping
- Internet facility to different user groups
- Two separate books kept in the library for Suggestion Book for Students and Staff
- Displaying new Arrivals
- Conduct book exhibition on different occasions
- Orientation for New Students.
- Library Committee

4. USM-KLE International Medical Programme College: An overview:

Karnataka Lingayath education society since its inception in 1916 is a keyword in India's educational spectrum. When seven blessed teachers fondly called "saptarishis" founded the K.L.E.Society in 1916, they meant to create an educational institution to provide basic literacy to the children of the farming community who were deprived of this basic right. KLE Society's USM-KLE IMP College committed to the cause of Medical education in India has traversed a journey with its own glory since 2010.

5. Library @ USM-KLE International Medical Programme College:

The present college library was established in 2010 with 400 volumes of books in a small room. Now the collection has risen to 3000 with 16 periodicals and magazines. Koha - Lib software is used for library management functions and OPAC facility is provided for students and staff at the entrance of the counter. The library is a member of Helnet consortia for Medical education. The library is kept open from 8.45 a. m. to 6.00 p. m. in the evening. The barcode facility is also provided. OPAC (online public access catalogue) search facility is provided to the students and staff to enable them for easy access to the resources of the library. Library provides references, photocopy and inter library loan facility to the students. The librarian ensures the purchasing of current titles in consultation with the respective departments HODs. The recommendation for the students is also taken in to consideration during acquisition of books. The students and staff have access to internet facility, Helnet consortia.

6. Best practices @ USM-KLE International Medical Programme college library:

In order to be able to provide effective and efficient to the users, the library adopts processes and practices which are considered to be the best in the scenario. An attempt is being made here to discuss and disseminated these processes and practices for the benefit of users. The library follows a set of standardized practices. Some of the practices are given below.

6.1 Collection Development:

A systematic developed collection gives rise to a healthier collection which can meet the needs of library users. A Well written collection development policy, a systematic plan of collection evaluation and regular stock verification policy are obligatory to assure the uniform growth of collection.

- The selection of reading materials is driven by the needs of faculty and students. The faculty suggests books and other reading materials forwarded through Head of the Departments.
- Student's demand of the needed book is also considered while acquiring the book to the Library. The register is kept inside in the Library, where the students are free to write the needed books in the register.
- The library maintains a list of approved vendors for the supply of book.

6.2 Collection Maintenance:

Collection in good condition requires proper handling of collection by both library staff and Students. For better use of the existing library collection, the books and other reading materials are shelved properly and promptly in its respective place. The students and staff are informed to take proper care while using the books.

6.3 Collection Promotion:

For effective utilization of library collection one should popularize the same. There are many different ways to make the users aware about the library collection.

- Displays of newly acquired books
- The book exhibitions were regularly conducted in month of November i.e National library Week.
- This practice motivates the user with moral values and builds his overall development of a personality. Directly and indirectly reflects on the values, mission and goals of the institution.
- Newspaper clipping in the library
- Reading Corner for students and staff

6.4 Use of Technology:

ICT changed the faces of libraries in every sector. Use of ICT is very common and information society is now fully aware of use of ICT its use.

- Koha software is used for Library automation and OPAC is provided for searching for students and staff.
- Email alert services for students and staff
- To minimize manual tasks, bar code facility is utilized.
- Transaction is done through Koha software.
- IN-OUT management installed in the library, Students and staffs are requested to show the ID card while visiting the library.

Displaying thoughts for the Day on TV to motivate the students and staff.

6.5.1 Best Practices based on Library Environment:

- The library is a knowledge center, welcomes the user by "Information Center".
- Circulation is one of the most important services of the colleges' libraries and over 80 to 100 loan transactions are carried out every day. Each student is provided identity card. Books are issued on fortnightly basis.
- The USM-KLE International Medical Programme college has excellent resources sharing (inter library loan) arrangements with a number of libraries and sister institutions.
- OPAC (online public access catalogue) for online search for students and staff.
- Library committee regularly meets quarterly and discuss about the library issues.
- Library orientation programme is conducted in the library premises.

CONCLUSION

The best practices will help for improving quality of library services. This will create best image of the library & library profession in the society. The best practices adopted should bridge the gap between library & user for maximum utilization of the resources. The web based services are essential for providing up-to-date information to all users. The development of any new research is based on the timely & accurate information given to the users, so the libraries must follow best practices.

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