

**"SOME ACADEMIC LIBRARIES IN BHAKTAPUR DISTRICT:
A COMPARATIVE STUDY OF TECHNICAL AND NON-TECHNICAL
COLLEGE LIBRARIES OF BHAKTAPUR DISTRICT
WITH REFERENCE TO LIBRARY SERVICE."**



**A Thesis
Submitted to the
Central Department of Library and Information Science in Partial
Fulfillment of the Requirements for the Master's Degree in
Library and Information Science**



02

By

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LETTER OF RECOMMENDATION

This thesis entitled "SOME ACADEMIC LIBRARIES IN BHAKTAPUR DISTRICT: A COMPARATIVE STUDY OF TECHNICAL AND NON-TECHNICAL COLLEGE LIBRARIES OF BHAKTAPUR DISTRICT WITH REFERENCE TO LIBRARY SERVICE" has been prepared by **Ms. Dipta Karmacharya** under my supervision. I here by recommend this thesis for examination as a partial fulfillment of the requirements for the Degree of MASTER OF LIBRARY AND INFORMATION SCIENCE.

Date: 29th Sept. 2005

Ms. Nirmala Shrestha

Thesis Supervisor



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LETTER OF ACCEPTANCE

We certify that this thesis entitled " SOME ACADEMIC LIBRARIES IN BHAKTAPUR DISTRICT: A COMPARATIVE STUDY OF TECHNICAL AND NON-TECHNICAL COLLEGE LIBRARIES OF BHAKTAPUR DISTRICT WITH REFERENCE TO LIBRARY SERVICE" by Ms. Dipta Karmacharya to the Central Department of Library and Information Science, Faculty of Humanities and Social Science, Tribhuvan University, in partial fulfillment of the requirement for the Degree of MASTER OF LIBRARY AND INFORMATION SCIENCE has been found satisfactory. Therefore, this thesis as a part of the said Degree has been accepted.

Ms. Nirmala Shrestha

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Bhim Dhoj Shrestha

External Examiner

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Thesis Supervisor

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I have done my best to explore the original information. Even then, I take full responsibility for the mistakes that may have occurred in this study.

- 14 Ashwin 2062

- Dipta Karmacharya (Maskey)

Abstract

The main objectives of this study were to examine and analysis the present existing situation, condition, sources & services of library and problem facing by college libraries of Bhaktapur district. It was also aimed to receive the view & opinion about needs and requirements of students of targeted groups. A comparison was done between seven technical and non-technical college libraries of Bhaktapur district. Random sampling method was adopted in order to select sample size after determining the total population. Descriptive method of analysis was used to analysis the data obtained from field survey. The main tool of this study was a well knitted structured, mixed questionnaire.

The analysis of this study includes 92 respondents which was 79.91% of questionnaires distributed. The questionnaires were distributed to 20% of total population. The total population in this study was 597 students. Among 92 respondents, 8 respondents belong to technical college and 84 respondents belong to non-technical college. Among 8 respondents of technical college, 5 respondents belong to Khwopa Engineering College studying in Bachelor level first year in Architecture faculty and 3 respondents belong to Nepal Engineering College studying in Bachelor level first year in Architecture faculty. Among 84 respondents of non-technical colleges, 39 respondents belong to Bhaktapur Multiple Campus studying in Bachelor level first year in Humanities and Social Science faculty, 13 respondents belong to Khowpa College studying in Bachelor level first year in science faculty, 5 respondents belong to Nicholson College studying in Bachelor level first year in Management faculty. Navadurga Multiple Campus students did not returned back the questionnaires and 27 respondents belong to Sanothimi Campus studying in Bachelor level first year in Education faculty.

The questionnaires were distributed to the members of library of respected colleges in the ratio of 20% of the total number of targeted students. Most of the respondents visit the library to borrow the text books. Most of the respondents of non-

technical college have fairly adequate collection whereas technical college libraries have 50% fairly adequate and 50% inadequate collection was reported. Most of respondents reported the necessity of catalogue. All the students of the technical college reported the necessity of catalogue where as in non-technical college 84.52% of students reported the necessity of catalogue. Most of technical college students were satisfied with duration of loan period whereas most of non-technical college students were unsatisfied with duration of loan period. Technical college libraries & other private libraries have adequate budget and also Khowpa College has adequate budget but T.U. constituent college libraries have inadequate budget.

Among seven technical & non-technical college libraries, Nepal Engineering College is well equipped and organized library. NEC has computerised catalogue. The collection of library creates into database using CDS/ISIS software package. Most of other college libraries do not have minimum requirements of library. They do not follow any standard classification scheme, catalogue system and do not have professional man power.

Financial resource is one of the most important things for the development of library in order to provide efficient library service, library must have sufficient space, professional librarian, standard classification scheme, standard cataloguing system as well as various type of library aid equipments of modern age are required. As the demand of time, an automation system is indispensable in library for its effective and efficient service.

Among seven college libraries two are technical college libraries and five are non-technical college libraries. NEC has two professional librarians whereas KhEC has no professional librarian but only B.A. studying person acts as librarian. Both T.U. constituent college libraries have professional librarians. Where as other private college libraries do not have professional librarians.

Dedication

This thesis is dedicated
to
Respected Teachers
and
My beloved Family.

Preface

This Thesis has been prepared for the partial fulfillment of Master's Degree of Library and Information Science. We are the first batch of Master's Degree of Library and Information Science.

In the present world of information explosion it is quite difficult to be equipped with all available information on each subject field. It is almost impossible for poor country like Nepal to develop well equipped library strictly says that the libraries in Nepal is still in underdeveloped. Lack of efficient trained manpower and government policy about library is main and common problem to develop the library. Most of college libraries of Bhaktapur district have not technical library librarian and trained manpower.

Perhaps this is very first study on college libraries of Bhaktapur district. The main objectives of this study is to draw the present existing situation, condition, sources and services of library, and problem facing by college libraries of Bhaktapur district. Also the view and opinions of users and comparison between 7 college libraries. In the age of information technology computer is indispensable tool in library. Efficient and effective use of huge quantity of information; in the age of information explosion; is only possible by using computers. The researcher has recommended the implication of automation system for improvement of information services in the library.

To present the real facts, figures and the data, this study is organized in 6 chapters the first chapter has dealt with introduction which included introduction of study, statement of the problems, objectives of the study, scope and limitation of the study, significance of the study and definition of terms and organization of the study.

The second chapter has presented with relevant studies that is review of literature.

The third chapter has dealt with background information on the technical and non-technical college libraries of Bhaktapur district.

The fourth chapter has dealt with Research Methodology which includes Research Design, Population, Sampling procedure, Data collection procedure and Data analysis procedure.

The fifth chapter has dealt with analysis and presentation of this study.

The sixth chapter has dealt with finding and recommendations for the future improvement of the college libraries.

Dipta Karmacharya
M.Lib.Sc (First Batch)

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Preliminary Pages

Recommendation Letter	i
Approval Letter	ii
Acknowledgement	iii
Abstract	vi
Dedication	viii.
Preface	ix
Catalogue of Thesis	xi
Table of Contents	xiv
List of Tables	xviii
List of Appendix	xix
List of Abbreviations	xx

Table of Contents

Chapter 1

Introduction	1
1.1 Introduction of the study	1
1.2 Statement of the problems	11
1.3 Objectives of the study	11
1.4 Scope and limitation of the study	12
1.5 Signification of the study	12
1.6 Definition of Terms/Glossary	13
1.7 Organization of the study	16

Chapter 2

Review of Literature	17
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Chapter 3

BACKGROUND INFORMATION ON TECHNICAL AND NON-TECHNICAL COLLEGE LIBRARIES OF BHAKTAPUR DISTRICT	24
Profile of Colleges of Bhaktapur District	28
3.1 Bhaktapur Multiple Campus	
3.1.1 Introduction of Bhaktapur Multiple Campus	28
3.1.2 Education level	29
3.1.3 Size of collection and Budget	30
3.1.4 Personal staffs	31
3.1.5 Service	31
3.1.6 Library hours	31
3.1.7 Members of the library	32
3.1.8 Loan Privileges	32
3.2 Khowpa College	32
3.2.1 Introduction of Khowpa College	32
3.2.2 Education level	34
3.2.3 Size of collection and Budget	35
3.2.4 Personal Staffs	35
3.2.5 Service	36
3.2.6 Library hours	36
3.2.7 Members of the library	37
3.2.8 Loan privileges	37
3.3 Khowpa engineering College	38
3.3.1 Introduction of Khowpa Engineering College	38
3.3.2 Education level	39
3.3.3 Sizes of Books, Periodicals and Budget	40
3.3.4 Personal staffs	41
3.3.5 Services	41

3.3.6 Library hours	41
3.3.7 Members of the library	41
3.3.8 Loan Privileges	42
3.4 Navadurga Multiple Campus	42
3.4.1 Introduction of Navadurga Multiple Campus	42
3.4.2 Education level	43
3.4.3 Sizes of Books, Periodicals and Budget	44
3.4.4 Personal staffs	45
3.4.5 Services	45
3.4.6 Library hours	45
3.4.7 Members of the library	45
3.4.8 Loan Privileges	46
3.5 Nepal Engineering College	46
3.5.1 Introduction of Nepal Engineering College	46
3.5.2 Education level	48
3.5.3 Sizes of Books, Periodicals and Budget	49
3.5.4 Personal staffs	50
3.5.5 Services	50
3.5.6 Library hours	50
3.5.7 Members of the library	51
3.5.8 Loan Privileges	51
3.6 Nicholson College	51
3.6.1 Introduction of Nicholson College	51
3.6.2 Education level	52
3.6.3 Sizes of Books, Periodicals and Budget	53
3.6.4 Personal staffs	53
3.6.5 Services	54

3.6.6 Library hours	54
3.6.7 Members of the library	54
3.6.8 Loan Privileges	54
3.7 Sanothimi Campus	55
3.7.1 Introduction of Sanothimi Campus	55
3.7.2 Education level	56
3.7.3 Sizes of Books, Periodicals and Budget	57
3.7.4 Personal staffs	57
3.7.5 Services	57
3.7.6 Library hours	58
3.7.7 Members of the library	58
3.7.8 Loan Privileges	58
<u>Chapter 4</u>	
Research Methodology	
4.1 Research Design	59
4.2 Sources of data	59
4.3 Population	60
4.4 Sampling	60
4.5 Research procedure	61
4.6 Data collection procedure	62
4.7 Data analysis procedure	62
<u>Chapter 5</u>	
Presentation and Interpretation	63
<u>Chapter 6</u>	
Summary, Conclusion and Recommendation	77

List of table

Table 1:	Literacy rate of Bhaktapur district	26
Table 2:	Higher Education Institution (college) in Bhaktapur district	27
Table 3:	Education level of Bhaktapur Multiple College	30
Table 4:	Education level of Khowpa College	35
Table 5:	Education level of Khowpa Engineering College	40
Table 6:	Education level of Navadurga Multiple College	44
Table 7:	Education level of Nepal Engineering College	49
Table 8:	Education level of Nicholson College	53
Table 9:	Education level of Sanothimi College	56
Table 10:	Number of questionnaire distributed and returned by college library students	63
Table 11:	Number of questionnaire distributed and returned by technical and non-technical college students.	64
Table 12:	Purpose of visit the library	65
Table 13:	Frequency of visit by students	66
Table 14:	Source of Information about college library	67
Table 15:	Adequacy of collection	68
Table 16:	Method used by students to search the information	69
Table 17:	Most required information sources	70
Table 18(a):	Information about the cataloguing	71
Table 18(b):	Necessity of catalogue	72
Table 19:	Satisfaction with duration of issue time	73
Table 20:	Facilities of college libraries	74
Table 21:	Budget obtained for 1 fiscal year	75
Table 22:	Librarian and staffs.	75

List of Appendixes

Appendix 1, Questionnaire	83
Appendix 2, Questionnaire	88
Appendix 3, Bio-data	93
Appendix 4, Bibliography	94
Appendix 5, Photo Gallery	99

Abbreviations

AACR 2	: Anglo-American Cataloguing Rules 2
BBS	: Bachelor of Business Studies
BE	: Bachelor of Engineering
BGL	: Bhai Gurdas Library
BMC	: Bhaktapur Multiple Campus
CAS	: Current Awareness Services
CBS	: Central Bureau of Statistics
CDS/ISIS	: Computerized Development Services/Integrated Set of Information System
CTEVT	: Council of Technical & Vocational Training
DDC	: District Development Committee
DDC scheme	: Dewey Decimal Classification Scheme
HSEB	: Higher Secondary Education Board
KC	: Khowpa College
KhEC	: Khowpa Engineering College
METU	: Middle East Technical University
NC	: Nicholson College
NEC	: Nepal Engineering College
NMC	: Navadurga Multiple College
NVTC	: National Vocational Training Centre
PDHE	: Professional Development in Higher Education
RSS	: Rastriya Samachar Samiti
SC	: Sanothimi Campus
SDI	: Selective Dissemination of Information
TU	: Tribhuvan University
UGC	: University Grants Commission
VDC	: Village Development Committee

CHAPTER 1

Introduction

1.1 Introduction of the Study :

A library is an organization which provides information to its users to meet their needs to help solve their problem. Nowadays information is considered as 'Power'. Libraries and information centers are 'power house', where information is stored, generated and transferred to fulfill needs of nations. The growth and development of the nation depends on the supply of right information to the right person in the right form at the right time.

Information may be recorded in documents which are in the forms of books, periodical, magazines, journal, pamphlets, newspaper, radio, television, microfilm, microfiche, audio tape, video tape, laser disk, compact disk, computer network, satellite system.

Education is a power of learning, understanding, applying and utilizing knowledge for betterment of oneself, other individuals and the society as a whole. It helps to lead better quality of life. According to International Bureau of Education (UNESCO), "-----a man who is illiterate cannot participate fully in social and economic life; he is likely to be less healthy, poorer and die sooner than his literate brother". So education is a process for thinking, connection and acquisition of knowledge. The human society since inception has credited, gathered, stored and disseminated knowledge through a variety of media. Libraries act as harbingers of this knowledge gathering disseminating information for acquiring self-education. Libraries, particularly academic libraries are centers for self education and self learning.¹

¹ Indra Gandhi National Open University School of social science. "Role of Academic Library in Education" . -IGNOU, 2002. p-7.

Realizing the importance of libraries in the fulfillment of the objectives of higher education, the University Education Commission of India says, "The library is the heart of all the University's work; directly so as regard its research work and indirectly as regard its educational work which derives life research work. Scientific research needs and library as well as its laboratories, while for humanities research the library is both library and labarotary in one.

Information is vital and powerful resource for over all development of a society as well as nation. The students receive their education/information through classroom lectures. But the books of one or more subjects taught in class rooms are simply text book which gives but a glimpse of knowledge.² It is just like a drop in the ocean of knowledge. As such for widening the frontiers of knowledge and to attain intellectual height, a student needs to read a variety of books and journals on numerous subjects. A modern library of today is undoubtedly recognized as 'the foundation of knowledge and serve of mass education.' It has also been recognized as teaching instrument. An educational system can't be implemented successfully without having supplemented available reading material in a library. The basic function of a library is education. It is not merely store house of documents. But it functions as a dynamic instrument of education, to feed the intellect if the student, encourage the researchers of the faculty and invite all who enter the library to partake fully of its intellectual and cultural contents.

The library must have a thorough knowledge of the users needs. Without knowing the information needs of its users it is difficult to provide effective and efficient service to them. It is also impossible to collect the documents without knowing the information needs of its readers. Normally all libraries activities are designed to develop a system based on a string service to be provided to the users upto their at most satisfaction. The information service is provided to meet the needs of users. Information services include personal assistance provided to users in pursuit of information. The character and extent of such services will vary with kind of

² Ramchandra, M. "college library organization and service". *ILM*, 2001.p-7.

library or information centers, the type of users. The information services are to be developed not only to meet user needs and to improve present services but also to anticipate users' needs in the future. The effectiveness of any information service depends upon the satisfaction of the information needs of its users. The efficiency of an information service can be measured only by the degree to which its resources are utilized.³

Among various types of library, academic library is one. Academic library is an integral part of an institution of higher education. A library in school, college, university and all other institution of higher learning is known as Academic Library. The fundamental role of academic library is educational that may give a dynamic instrument of education. It provides facilities to students, faculty members/teachers, schools, researchers, etc. to enhance their knowledge.

The academic library is divided in three basic categories i.e. school library, college library, university library. The school, college and university are the institutions which impart formal education to the students: These academic institutions are supposed to have rich libraries to feed the students, teachers and research scholars in meeting their day to day needs related to study and research and to supplement the class room teaching. The academic library is always linked with the objectives of academic institutions as a whole. The students receive their education through class room lectures that are supposed to a glimpse of the knowledge. So the academic library must provide sufficient service to fulfill the needs of the users and to utilize the collected information more effectively.

School Library :

The library is a part and parcel of a school set up. It exists to serve the objectives of its parent organization. The aim of a good school is to become a force for educational excellence. Education is a life long process. A student learns through

³ Shrestha, Nirmala. "Information needs and pattern of information use of University faculty ... - A Thesis. Philippines University", 1983. p-6.

formal education in the classroom but he can learn far more by using the library. Once he is able to form the habit of using the library, there is a great probability that he could continue the same throughout the life. A school library acts as a initiator for library habits and reading habits more than text books.

Most of the government schools in Nepal are lacking library facilities. Private schools have started to establish libraries in recent years for providing better education than the government schools. In most of the school, where libraries exist, do not have a period for the library in their time tables. The children do not get chance to see the library. The collection of school library should be purchased keeping in view the curriculum of the schools. The library should also have books for the purpose of recreational and inspirational reading of the students. It may include children's encyclopedia, dictionaries, at least two daily newspapers, globes, maps, story books, fiction. It should provide text maps books for the teacher for class room teaching. It should also provide drawing competition, film shows, exhibition etc. to attract the students towards the library.

In Nepal, most of the schools do not have library facilities in real sense of the term. If they have, in most of the cases, they are in name only. Books received under donation or gifts by HMG, they were kept idle. But unfortunately the word "library" is ambiguous in connotation both as a collection of books and as the place in which they are kept.⁴ The school libraries need to have books for children. Such collection should be intended to encourage children must acquire love for reading when they are in school. Once the children acquires a taste for reading books and love for them, they are the main avenues by which they can explore for amassing wealth of human experience and knowledge.

⁴ Shrestha, Nirmala. "Survey Report on Secondary School Libraries in Kathmandu Valley with special reference to Science and Technology. A survey, 1998.p-43.

College Library :

The higher education is depended upon the libraries for successfully implementation of its academic programmes. The primary aim of the education is to impart specialized and advanced knowledge to the students and enable them to acquire competence and skill in various fields of human activity. It helps them to develop their sound personality.

A college is regarded as an institution of higher learning after school leading to bachelor's degree. A college library is an integral part of a college. It plays an important role in the educational process. The college library is always linked with the objectives of college as a whole. Thus the basic function of a college library is to assist its parent body to carry out its programme. A college library has been regarded as the heart of the institution which circulates the lifeblood to the whole college by dissemination of knowledge to the students, faculty members and the administrative staff. The readers of a college library are faculty member/teacher, student and administrative staff.

The main objectives of the college library are

- To provide information sources and services to the students faculty members and the staff.
- To aid the teachers to be abreast of the latest development in their area of specification.
- To develop the reading habit among the students and sharpen their intellectual curiosity.⁵

A country can only develop if the people are educated. The library is best way to educate, individuals society and nation. Thus to provide library service to individual, society and nation need to encourage the library upgrade from every sector. For instance India Ambassador to Nepal Shiv Shankar Mukherjee has laid the

⁵ Singh, Gurdev. "Use of College Libraries by faculty members of University of Delhi." *Library Herald*, vol 40, no.4, Dec. 2002

foundation stone of a library to be built at Birendra Multiple Campus, Bharatpur. The library is being constructed with assistance of Rs. 14.4 million of the government of India.⁶ The library is expected to be completed in 18 months and the first installment of Rs. 3,610,000 has already been sanctioned for the same. The library to be constructed in 13,000 sq. feet of land will have 50 rooms for various departments and 200 students will be able to study at one time. Thus such aid must be appreciated to upgrade the library service.

The collection of a college library should be a line one. It should adequately take care of the curriculum and extra curriculum materials as well as recreational reading materials. However, in practice many college libraries merely provide curriculum and co-curriculum materials. This may be due to lack of financial resources. The fundamental function of the college library is to support and assist its parent organization to carry out its programme successfully, which is only possible if adequate library resources facilities and services are made available. It also needs adequate staff, need basic collection and sufficient funds. Finance is essential for running a library. The amount of funds made available towards library resources and personal is depend upon the quality of library resource and services provided by it.

The services provided by college library may be lending service; instruction in the use of the library; Assistance in the location of documents or use of library categories or understanding of reference books etc.; Inter library loan, list of additions; Reservation of documents. The aim of library services is to assist the user in the most effective use of resources and services by providing specific, exhausted and prompt information. In practice, college libraries provide lending service, reference service and other services are often found missing.

University library :

University library considered as a power house of information and knowledge and acts as a transformer and transmits this power to students, scholars, teachers and

⁶ RSS. "India to help on Education." *The Rising Nepal*, 2005.p-6

researchers. A university library is a part of a university set up. Therefore it exists to serve the objectives of its parent organization.

According to Wilson.L.R and Tauber M.F. the University functions as the conservator of knowledge and ideas, teaching, research, publication extension and services and interpretation.⁷ The most distinctive difference between college and university is found in the latter's emphasis on research. Through the methods of research work and the laboratories and libraries became indispensable aids in an activity which is directed at the expansion of man's source of knowledge.

A librarian in a university library is supposed to perform a variety of functions than college and school branches. The functions carried out by a university librarian include book selection; classification and cataloguing; orientation courses and lectures; consultancy services; conduct of research etc.⁸ A librarian should be active and well qualified with sound personality.

The collection should be dynamic and capable of meeting the needs of teachers, students and researchers, scholars adequately and meet the demands of the present and future anticipation. The collection should be a live, balanced and up-to-date one with regard to subject context and the kinds of context material and the areas of specialization and special interest should be covered in depth.

The university library should provide lending service; library orientation; Bibliography services; indexing and abstracting services; literature search; reservation of documents; inter-library loan; holding library exhibition including display of new addition of the library; Maintains of clippings; reprographic services; Translation service; reference services; current awareness service(CAS); Selecting dissemination of information (SDI) service to user for abreast with the current information about their interest subjects. The intrinsic value if library lies in achieving user satisfaction.⁹ This can be achieved by speedy procurement of documents, their processing in good time and dissemination the information.

⁷ Venkataramana, V. Pattern and development of University Libraries. -New Delhi: ESS ESS, 1995.p-62

⁸ Krishna Kumar. Library organization. -New Delhi: Vikas, 1987.p-48

⁹ Varalakshmi, R.S.R. "University Library Services Free or Fee Based". *ILA Bulletin*, vol.32, no.3-4, 1997. p62

In the era of Information Technology, any activity in any sector is affected by IT. The term Information Technology (IT) is a generic term used to denote activities having computer based processing, storage and transfer of information connection. Its composition includes computers, electronic media, satellites, telecommunications and storage device. Thus IT technology is the study or use of process, especially computers, telecommunications, e-mails, internet, online searching, fax, for storing, retrieving and disseminating information of all kinds.

As the information explosion, generation of large amount of information is unavoidable hence the ability to collect, store and disseminate the data needs the application of new technology. IT is new technologies which should be applied in library. Information technology provides numerous benefits and advantages to library users they are speedy easy access to information; remote access to users; access to unlimited information from different sources; provides more up-to-date information; facilitates the reformatting and combining of data from different source; automation (online public catalogue, cataloguing, acquisition, periodicals control, circulation and reference) etc.

In application of information technologies introduced to have efficient control for information storage, processing and dissemination has changed the information environment in university library system. There is a growing use of IT at national and international level, which has increased access to wide range of scientific and technical databases, at a greater speed through information repackages. The commercial online information system provided integrated and faster information and facilities enhanced user satisfaction. Thus the university libraries should adopt these emerging technologies and provide a variety of internal information services and external access to global information.

The basic functions of an academic library are teaching and research. Accurate and fulfilling of these functions need accurate, reliable nascent, world wide, comprehensive and up-to-date information. This information is made available through the library attached to the academic institution. Therefore libraries play a

pivotal role in the universities, college and other academic research institution. The growth of information is multidimensional, continuous and exponential. The proliferation of information is increasing tremendously on one side and on the other hand, the demand for the utilization of information is also increasing. The main purpose of academic library is to provide information to the academic and research community pinpointedly, exhaustively and expeditiously. Thus academic libraries are in a crisis of information processing. The use of computers in libraries is becoming a significant factors in the evolution of library vitalization programme. Computers in libraries not only could save a great amount of time of academic and research community but also they search the information which may be more accessible than the records manually accessed.

This study concerned only with the technical and non-technical college libraries of Bhaktapur District. In Bhaktapur district, there are 12 well known colleges. But only 7 colleges are concerned in this study. Out of 7 colleges of Bhaktapur district 2 are technical and 5 are non-technical college.

1. Bhaktapur Multiple Campus (BMC): BMC is non-technical college. It was established in 2024 B.S. Under Tribhuvan University. It has humanity, science and management faculty. Along with BMC, library was also established. At the end of 061/002, it has 19956 collections. It offers certificate and bachelor level in humanities and science and only bachelor degree in management.
2. Khowpa College (KC): KC is non-technical college. It was established in 2001 along with library. KC conducts the humanities, science and commerce faculty. It offers certificate, Bachelor and Master Degree affiliated to T.U. At the end of the fiscal year 061/2, it has 7687 collections.
3. Khowpa Engineering College (KhEC): KhEC is technical college. It was established in 2058 along with library. It is affiliated to Purbanchal University. It conducts the Bachelor programmes in Electronic, computer, civil and architecture. It may conducts master degree in Earthquake and Conservation in near future. The library has 6500 collections at the end of the fiscal year 061/2.

Bhaktapur municipality gives financial supports to these two Colleges. Among 58 municipalities, only Bhaktapur municipality gives financial support to the educational sector that is one of the excellent remarkable models of its own. It gives quality education with cheapest and affordable fees.

4. Navadurga Multiple Campus (NMC): NMC is non-technical college. It was established in 2041 B.S. under TU. It has its own library with 1982 collections at the end of the fiscal year 061/2. It offers higher education secondary board (+2) in management and also offers certificate and bachelor level in management under T.U.
5. Nepal Engineering College (NEC): NEC is technical college It was established in 2050 under Pokhara University. Along with NEC, library was also established in 2050 B.S. At the end of 061/2. It has 20,000 volumes of collection in library. It offers bachelor's degree in Architecture, Civil Engineering, Computer Engineering and Information Technology and also offers master degree programs in Construction Management and National Resource Management.¹⁰
6. Nicholson College (NC): NC is non-technical college. It was established as +2 in 2005 B.S. But it has BBS program affiliated to T.U at present. It has library with approximate 2010 collections.
7. Sanothimi Campus (SC): SC is non-technical college. It was established in 2024 B.S. along with library. It has good collection of vocational subject. It offers certificate, one year bachelor and three year bachelor degree in educations faculty only. At the end of fiscal year 061/2, it has 18732 collections.

¹⁰ Prospectus 2005-NEC

1.2. Statement of the problem :

The college libraries of Bhaktapur district provide the library services to academic community to develop their education field. In developing country like Nepal, Colleges have the responsibilities for the social, economic, and educational development of individuals as well as society in general. Library occupies an important role in the modern educational system. So this study helps to know about the library services provided by the technical and non-technical college libraries of Bhaktapur district. To provide the fruitful services to the academic community, library should collect the information and provide the facilities that meet the user's needs and requirements. This study focused on the existing condition, library service, awareness about the rule and regulation of technical and non-technical college libraries of Bhaktapur district. Thus this study will be able to find out the answer of following questions.

- What is the existing condition of the college library in Bhaktapur?
- Are they satisfied by present service?
- Do they get the document in time?
- How much awareness do users have about rules and regulations?

1.3. Objectives of the study :

The main objective of this study is to examine and analyze the library services provided by technical and non technical college libraries. The major objectives of this study are following:

- To overview the college libraries of Bhaktapur district at a glance.
- To find out students requirements in the library.
- To know the students views about library services and rules and regulation.

- To make recommendation to improve the problem and suggestion for their future development on the basis of findings.

1.4. Scope and Limitation of the study :

As the principal focus of the study examine the library services provided by college of Bhaktapur district, the detailed field study is conducted in the technical and non technical college libraries of Bhaktapur district namely Bhaktapur Multiple Campus, Nicholson College, khowpa College, Khowpa Engineering College, Nepal Engineering College, Navadurga multiple Campus and Sanothimi Campus. This study is mainly an analytical and description study. In view of limited time, resources, and scope of the study, this study is limited to students of following groups:

- Bachelor level 1st year of Humanities of Bhaktapur Multiple Campus.
- Bachelor level 1st year of Science of Khowpa college.
- Bachelor level 1st year of Management of Navadurga Multiple Campus.
- Bachelor level 1st year of Management of Nicholson college.
- Bachelor level 1st year of Sanothimi Campus of Education
- Bachelor level 1st year of architecture of both Engineering College.

It does not envisage the view of other students groups. However, the librarian and may be Campus Chief of said libraries are included. The investigators try to collect all available data from college libraries of Bhaktapur district as much as possible.

1.5. Significance of the study :

The significance of the study is to highlight the role played by college libraries of Bhaktapur district. This is very first study on technical and non technical college libraries. So, this research study will be helpful to guide the librarian, staffs, planner and the authority of mentioned colleges, to know about the user information

requirement, library services and other viewers about libraries. It may also be helpful for all national and international researches who want to research about Nepal library system or Bhaktapur College library.

1.6. Definition of Terms/Glossary :

1. Academic Library:- An academic library is a library in school, college, University and all other institute of higher learning. It is a library which is an integral part of an institution of higher education.¹¹
2. Cataloguing:- All new acquisitions are cataloged to provide the reader with a record of the library stock. The catalog entry must show sufficient detail to identify a work; this usually means its author; title, date and publisher. More information such as nature of binding size and order of pagination may be required for rare works and a series number for certain types of documents such as patent specializations or atomic energy reports. The entry must also show the work's location in library, its classification number or shelf number; and number of copies and edition.¹²
3. Current Awareness Services:- According to Guha" A Current Awareness Services (CAS) is a device of the information promptly as soon as possible after publication but before absorption into the comprehension secondary sources, of current literature on a broad subject field or on an area in which a group of persons are interested, and presented in a manner, volume and rhythm intended to facilitate or cultivate current approach to information. In

¹¹ K.Khan. Academic libraries.-New Delhi: ESS ESS, 1998.

¹² Encyclopedia Britannica.-London: William Benton, 1970. Vol.13, p.1057.

the context of a library the time limit should be after the receipt of the publication but well before the receipt of the secondary publications containing them.¹³

4. Classification:-

The action of classifying or arranging in classes according to common characteristics or affinities; assignment to the proper class.¹⁴

5. Close access:-

Users are not allowed free access to stacks. They have to fill up a slip and request library staff to get the books for them from the stacks.¹⁵

6. Information:-

Information is a property of data resulting from or produced by a process that produced data.¹⁶

7. Information Service:-

Library information center process information-bearing documents and organizes them for use to those who seek it. A library makes both extensive and intensive efforts to inform the users what information is available in what document through its various bibliographical and documentation services.¹⁷

8. Information Technology:-

The application of computers and other technology to the acquisition, organization, storage, retrieval and dissemination of information.¹⁸

9. Open access:-

Open access provides for free access to the World of books. Users are allowed browsing amongst shelves without any hindrance. They would be able to select the

¹³ Guha, B. Documentation and information: Services, Techniques and Systems. - 2nd ed.- Calcutta, World press, 1993.p.76

¹⁴ The compact edition of the Oxford English Dictionary: Complete text reproduced micrographically.- Oxford, Oxford University Press,1971.p.427.

¹⁵ Krishna Kumar. Library Organization.- New Delhi: Vikas, 1997.p.7.

¹⁶ ALA World Encyclopedia of Library and Information Science.-Chicago: ALA, 1980. p.375

¹⁷ Prasher, R.G. Information and its communication. - New Delhi: Medallion Press, 1991.p.19.

¹⁸ Kemparaju, T.D. and Nyainboga, Constantine M. "Why 'IT' course in the curriculum of library and information science Education?." *SRELS Journal of Information Management*, vol.38.no. 3,2001.p.201.

book of their interest from shelves with greater ease in an open access.¹⁹

10. Orientation:-

Familiarization with and adaptation to a situation or environment.²⁰

11. Selective Dissemination Information:-

According to H.P. Luhn, Selective Dissemination of Information (SDI) is that service within an organization which concerns itself with the channeling of mine items of information, from whatever source, to those points within the organization where the probability of usefulness in connection with current work or interest is high.²¹

12. Satellite Communication:-

Satellite communication, with one of the stations, a satellite, orbiting the Earth; is an electronic device that is sent into space and move around the Earth or another planet is used for providing information and communicate by radio, television etc.²² Although in satellite transmission signals must travel in straight lines, the limitation imposed on distance by the curative of the Earth are reduced. In this way, satellite relays allow microwave signals to span continents and oceans with a single bounce.²³

13. Tele Communication:-

Which includes telephony, telegraphy and television, means communication at a distance.²⁴

¹⁹ Krishna Kumar. Library Organization.- New Delhi: Vikas,1997.p.7

²⁰ Webster's new twentieth century Dictionary Unabridged. - 2nd ed. - USA.- Collins World:1997.p.1261.

²¹ Oxford Advanced Learner's Dictionary of current English. - 7th ed. - Oxford: Oxford University.,2005.p.1346.

²² Furozan, Behrouza.A. Bussiness Data communications. - New Delhi: Tata Mc graw Hill, 2003.p.172.

²³ Ibid.p.3.

²⁴ Ibid.p.3.

1.7. Organization of the study :

The study will be organized as follows:

The first chapter deals with introduction which includes introduction of the study, statement of the problem, objectives of the study, scope and limitation of the study, significance of the study. Definition of terms and organization of the study.

The second chapter deals with relevant studies i.e. review of literature. The saying and opinions of the experts are coated in different places according to their relevancy.

The third chapter deals with Background information on technical and non-technical college libraries of Bhaktapur district.

The fourth chapter deals with research methodology which includes Research Design, population, sampling procedure, data collection produce and data analysis procedure.

The fifth chapter deals with analysis and presentation of the obtained facts, figures and data of respected technical and non-technical college libraries.

The sixth chapter deals with finding of the study and investigation, which are presented in summarized and concise form. With some concluding remarks the study has recommended certain points for the future improvement of the profession.

CHAPTER 2

Review of the Literature

The literature review is one of the most important aspects of any research. No study is possible without the review of literature. It is kind of tool, which provides a proper guideline and idea to the researchers in many studies. The following are the sources and whenever possible brief review is presented.

In 1963, Patricia B. Knapp,²⁵ many investigation have already demonstrated that use of college libraries by students is irregular, and the study have analyzed was concerned with the association between use and the objectives and teaching methods of Knox college, Galesburg, Illinois. The investigation was based on data collected from interviews and from statistics of issues. Among the factors emerging were that the subject field of any course has less bearing on the library use by students than has the size and level of the class; small advanced classes accounting for proportionately more use; that the library contributed to a selected minority of classes, thus indicating that one of the stated objectives of the college was not being carried out and that there was a lack of understanding on the part of college staff of the library's potential role. The suggestions are also mentioned in this article. The suggestions are orientation class for students for library use by library staff. The habit of librarians of encouraging recreational reading is considered to be a vain endeavor. The administration, the college faculty members and librarian should co-operate in assessing the role the role appropriate to the library for each course and appointed sufficient librarians.

²⁵ Knappa, Patricia B. "The role of library in college teaching." *Library Science Abstracts*, vol.16, no. 1(Sept. 1963).p.7-11.

William W. Bennett²⁶, in 1964 had written a article on The Middle East Technical University (METU), library which was founded in Ankara in 1956. In this article he has described firstly its purpose and function and some of its basic policies. There is a library committee, which is of centralization. The library is classified by LC and arranged on the open access principle and instruction in its use is given to students. In is temporally housed in the faculty of Architecture building and stock at the end if 1963 was 20,111 volumes. There is at present staffs of 23 assisted by students help. Loan during the last six months of the 1963-63 term totaled 22,591. Other services and the plans for a new building are briefly described.

In 1962, Patrick Barley²⁷, made a thirty-day study to determine the broad pattern of student use of the library of Eastern Illinois University. Another similar survey was undertakes in the full quarter of 1963. Both studies were reported on in a journal article in 1965. For both studies all call slips for books from the closed stack were saved for a period of third days in the middle of each quarter. The call slips were arranged by student identification number including each student's name, class standing, and sex and cumulative grade point average. Barley found that freshman borrowed more books per capita than did their older. There was a direct correlation between grade point average and the number of books charged out. The findings showed that 44% of the freshmen borrowed one or more books compared to 35 or 36% of the other academic classed.

In 1953, R.K. Chari²⁸ states that in the curriculum of college care must be taken to see that enough leisure is provided whereby the student is enabled to go to the library and supplementary his lectures with books. The inculcation of the reading habit among the students in the utmost duty of the teaching staff since it is not possible to give a comprehension average of any subject merely by lectures. The

²⁶ Bennett, William W. "The Middle East Technical University Library." *UNESCO Bulletin*, vol.18, no.6 (Nov-Dec 1964). p. 269-273.

²⁷ Barley Patrick. "Pattern of student use of college libraries." *College and researchers libraries*, vol.26(March 1965).p.115-118.

²⁸ Chari, R.K. "College libraries and their problems." *Indian librarian* (Sept,1953).p.60-62.

librarian of well organized library should be one possessed of scholarship and vision that would be in a position to guide the students and the professors to the proper choice of books. Author point out present solution of library and intension of government toward library. The practice of appointing a professor to be in charge of a college library must be departed but full time librarian with technical training and knowledge must be required. The librarian must also keep in touch with the latest developments in periodical literature audio-visual material so that any article which has learning on the topic that is discussed in class could be abstracted and kept on display. The issuing of books and the library hours should be convenient to students with the rules not rigid but flexible. It is general complaint in all college libraries that the professors take advantage of their position and make use of the books which are needed by the students. The librarian should therefore try to see that the issuing of books equitable the professors and the students.

B.U. Kannappanavar²⁹ states the librarians are generalist teachers. They strive hard to enhance the academic standards of both the teachers and the students by providing timely information in right proportion at various levels. But still, their services are not considered on par with the regular teachers. At attempt has been made here to trace the library of struggle of the librarians to gain academic status on par with of teachers in college and Universities. The suggestions and accommodation of various committees and commission have not helped the community much. Even the government's orders have not been implemented in many cases the struggle goes on.

P.N. Kaula³⁰ states that the growth of printed, near printed and non printed works to enable maintained to store, process and disseminate information and knowledge. Refers to the impact of electronic device in generating, recording and transmitting knowledge and information. Describe briefly the status of University and college libraries, the recommendation of Ranganathan Committee Report, the work of the second National review Committee on University and College libraries set up by

²⁹ Kannappanavar, B.U. "Academic status for college and University librarians in Karnatak: A study." *SRELS Journal of information Management*, vol. 39, no.2 (June 2002).p.203-210.

³⁰ Kaula, P.N "A Panoramic study of academic libraries." *Herald of library science*, vol. 39, no.1-2 (Jan-April 2000). p.58-65.

UGC, the recommendations relating to Academic libraries in National policy on library and information system and non implementation of its recommendations and other reports. He also discusses the development and impact of information and communication technology and the need for automation and networking of libraries. Present the achievement and limitation of INFLIBNET programme of UGC as observed by the Review Committees. Portrays the library of the future as a digital library distinct from print-based library. Points out some constraints of Higher Education Library System and need for concerted efforts to help in the transformation of academic libraries into digital libraries operating in knowledge base environment.

Dr. BS Biradar and BT. Sampath Kumar³¹ observed DVS polytechnic college library, Shinoga. Results shows that 37.5% students and 46.88% teachers are satisfied with leading service and 48.75% students and 50% of teachers respectively have good opinion about book bank facility of the college library.

Dr. R.S.R. Varalakshmi³² states that the contemporary academic information environment depends on University library system for the current and retrospective information services. Hence, the university library system ought to gear up its resources to provide access to information of quality and relevance, either through internal resources or through external online database. However, in India, the University library system is under the pressure of financial crunch. Its financial resources are exhausted for the acquisition of information source and less stress is being given to service aspect. It is high time, therefore, to review the existing situation and to take a decision on the possibilities of introducing fee-based services to improve the revenues and thus the services.

³¹ Biradar, BS and BT Sampath Kumar. 'Evaluation of information services and facilities offered by DVS Polytechnic College Library: A case study.' *Library Herald*, vol. 38, no.2 (July-sep, 2000). p.58-65.

³² Varalakshmi, R.S.R. 'University library services Free or Fee Based'. *ILA Bulletin*, vol.32, no.3-4 (Oct-1996-March-1997).p.11-13.

The study, carried out by Asif Fareed Siddiqui,³³ is a users' survey, regarding their opinion, on different aspects of adequacy of collection and its use, in the Jawaharlal Nehru University Library New Delhi. It also discusses the various problems being faced by the University library in this regard and draws conclusion concerning these problems, so that librarians may ensure maximum use of library collection within the available resources.

A survey was conducted, by Dr. Gurdev Singh³⁴ at the center for Professional Development in Higher education (PDHE), University of Delhi, during the refresher and orientation courses attended by faculty members. 44 faculty members of various colleges of University of Delhi responded to the questionnaire, also discusses the purpose and frequency of visit to the library. Examines opinion with regard to adequacy of collection and the types of source required by faculty members. Mentions suggestions given by the users about improvement of collection and service.

In this study Dr. Amritpal Kaur and Naresh Nandan³⁵ discuss the impact of new and emerging information technologies on Bhai Gurdas Library (BGL); Guru Nanak Dev University Amritsar. Provides current status of computerization of library activities. Describes the infrastructure created including hardware and software. Mentions about future plans of BGL regarding library automation. They suggest steps that need to be taken for full exploitation of technological advances for better arrangement of information sources and fruitful delivery of information services.

Dr. S.S Murthy³⁶ brings out the roles the electronics are playing in present day. This article discusses the scope of the term 'Information Technology' and its impact in libraries. Describes of the IT to libraries and lists its developments with reference to India. This chapter discusses about the formation of National Task Force on

³³ Siddiqui, Asif Fareed. "Use of library collection in the Jawaharlal Nehru University, New Delhi". *IASLIC Bulletin*, vol.46, no.4 (Dec.2001). p.184-196.

³⁴ Singh, Gurdev. "Use of college libraries by faculty members of University of Delhi." *Library Herald*, vol.40, no.4 (Dec 2002). p.263-270.

³⁵ Kaur, Amritpal and Naresh Nandan. "Impact of IT on University Libraries: A case study of Bhai Gurdas Library, GNDU, Amritsar." *Library Herald*, vol.38, no.1 (April-June2000). p.43-51.

³⁶ Murthy, S.S". Library and information services in the Electronic Information Era". *Journal of Library and Information Science*, vol.24, no.1 (June 1999). p.59-65.

IT by the Government of India. Hints at future developments and corresponding role of librarians in the utilization of IT.

Richard J. Brazillan and Connie Braun³⁷ state academic libraries must be constructed to facilitate the teaching of electronic research techniques. Brandon University's new library building, opened in 1993, provides a pleasant research environment, but it also integrates computer technology into its basic structure. Virtually every workstation, study space and information service point is equipped to provide access to the University's MONET information network.

John Vasi and Cherly Guardia³⁸ state the University of California (Santa Barbara) library, during a summer 1993 redesign, created an electronic Arcade (EIA). The arcade, located between the reference area and the information desk, houses public use online terminals and CD ROM terminals. A classroom next to the EIA provides a location for instructing patrons in the use of electronic information sources.

Bhawa Singha, Dr, S.R. Gupta³⁹ describes in brief the status of school libraries in NCT Delhi. Analyze the School Library as a statutory requirements, provisions for staff, finance, staffing, and infrastructure of a modern school library. They evaluate the image aims and objectives, functions, staffing, infrastructure of a modern school library. They designs and explain a new library system for the libraries of the Government schools in the NCT Delhi.

SL. Verma and Anil Singha⁴⁰, emphasis the role of libraries in school education, states the objectives of school libraries, describes the present situation of school libraries in India and briefs about the steps taken by various Educational Commission to improve the condition of school libraries.

³⁷ Brazillan, Richard J. and Braun Connie "Academic design: building a teaching instrument." *Infotrac Web: British council Journal database*. 14(2)(feb)1994.p.4.

³⁸ Vasi, John and la Guardia Cherly. "Creating a library electronic classroom" *Infotrac Web: British Council Journals database*, vol.18, no.5 (Sep-Oct1994) p.8.

³⁹ Singh, Bhawna and Gupta, S.R."SLISS: A system study of school libraries in GNCT Delhi". *Journal of Library and Information Science*, vol.27, no.2 (Dec.2002) .p.106-121.

⁴⁰ Verma, SL and Singh Anil. "Role of libraries in school Education and their present scenario in India". *ILA Bulletin*, vol.36, no.1 (April-June 2000). p .5-9.

B.S. Maheswarappa and P.G. Tadasad⁴¹ their study reports the findings of survey of financial resources of 500 and 70 of the 900 and 31 college libraries in Kanatak state. Based on the findings it proposes a model called "policy driven financial Management for college libraries in Transition"

Clyde Hendrick⁴², conveys his vision of what the University library should be like in the twenty first century. Three major topics are described: Librarianship as a scholarly discipline; politics and the University Library; the library as an active agent in the life of a University. This paper was presented at annual retreat of the Texas Tech library staff in September 1985.

⁴¹ Maheswarappa, B.S and Tadasad, P.G. "Financial Resources of College libraries in Karnatak State." *SRELS Journal of information Management*, vol.38, no.2 (June 2001). p.149-163.

⁴² Hendrick, Clyde. "The University library in the twentieth first century." *College and research libraries*, vol.14, no.2 (March 1986). p.139-131.

CHAPTER 3

Background Information on "technical and non-technical college libraries of Bhaktapur district."

Introduction of Bhaktapur :

Bhaktapur, a unique district of its own kind, can be described as a place of peculiarities. It is popularly known as the land of devotees who share a string faith in God. Bhaktapur is the smallest district in the whole kingdom of Nepal. It is a part of central Development Region and represents one of the eight districts that constitute Bagmati Zone. The external topographical outline of the city has often been compared with shape of a conch-shell.⁴³ Bhaktapur city, a purely Newar settlement, is situated about 13 kilometers east of the Kathmandu city. It has been surrounded by Astamatrikas namely Brahmayani, Maheswori, Kumari, Vaishnavi (Bhadrakali), Varahi, Indrayani, Mahakali, Mahalaxmi with mother goddess Tripurasundari in the center point for the protection of the evils and so on in the early medieval period⁴⁴. Its ancient retics, ancient temples and stupas, its intricate arts and excellent craftsmanship are the magnificent showpiece which occasionally remind us of the eternal glary of the Byzantium arts & architecture.

Because of its Byzantium arts and architecture the foreigners have commented about Bhaktpaur city in this ways:

"Bhaktpaur is, perhaps, still more superior to Kathmandu; for though doubtlessly the least considerable of the three, in point of size, being rated only at

⁴³ Karmacharya, Surendra Bir. Nagarkot Village Panchayat: Village profile. - Kath. 2045.p.1

⁴⁴ Mishra, Tritha Prasad, Shrestha, Tek Bhadur and Shrestha, Purushottam Lochan .The karmacharyas: religious secular role in Bhaktapur city. - Kath.: CNAS, 2004 p.2

twelve thousand houses, yet its palace and buildings, in general, are of more striking appearance, and its streets, if not much wider, are at all events much cleaner than those of the metropolis ..."

- Colonel William Kirkpatrick (1993)⁴⁵

"From the standpoints of the architect and the artist, Bhadgoan is a cave of Aladdin, It is a jumble of architectural fantasies, a vast storehouse of the treasures of Newar art. In the Durbar square alone are enough carving and statues to fill a score of great museums to overflowing. For here, in this forgotten valley, artist-priests, and mastercraftmen have been at work unceasingly for generation beyond reckoning. There the architectures of two great religions meet and mingle. Here have been concentrated the artistic energies of the nation ..."

- E. Alexander Powell⁴⁶

Other many foreigner have most highly acclaimed the excellent artistic beauty of the Bhaktapur city likewise, the arrangement of city development, supply of water, architectural rich temples in Bhaktapur district shows that Bhaktapur district was rich in literature long time ago where the other places had been still lacking the respect towards literature. No respect for literature means no construction of library. No library means less development. Thus it means development of any place depends upon the rich collection of literature that indicates library, the full proof has been Bhaktapur from many years ago.

The first library of Nepal was "Safu Kotha" located in Bhaktapur, which was private library of King Ranjeet Malla⁴⁷. "Safu Kotha" is derived from newari Language in which Safu means book and Kotha means room. It means the room of

⁴⁵ Vaidya, Tulsi Ram and Shrestha, Purushottam Lochan. Bhaktapur Rajdarbar. - Kath.: CNAS, 2002 p.115.

⁴⁶ Ibid., p.117

⁴⁷ Karmacharya, Dipta. "Rolamba, vol. 20, no. 3 and 4, 2000.p.2

books. Thus the concept of library was already prevailed in medieval period. In Safu Kotha, various subjects of books were stored like Tantra, Puran, Chemistry, religious, medicine (herbal/ Aurvedic) architecture etc. In the course of time the Safu Kotha was lost but all the books of this Safu Kotha were collected and established, in the name of Bir Shamsher, Bir Library. To make the recognition of Safu Kotha, a tole of Bhaktapur had been named after its name. As time passed, "Safu Kotha" was vulgarized as Sakotha and slowly this word come in use than "Safu Kotha" (the photos of Safu Kotha are attached in Appendix 5). It is a UNESCO awarded city. The total population of Bhaktapur district is 225461 according to census of 2058 B.S.. Among them 142151 are the literate populations. The literacy rate of Bhaktapur district is shown in below table.

Table - 1: Literacy rate of Bhaktapur district.

Total Population ⁴⁸			Literate Population ⁴⁹			Literacy rate% ⁵⁰		
Male	Female	Total	Male	Female	Total	Male	Female	Total
114798	110663	225461	83123	59028	142151	69.20	49.08	59.14

Source: DDC: Aawadhik Jilla Bikas Yogana and CBS

As a small district, it has only 2 municipalities namely Bhaktapur Municipality(BM) and Madhyapure Thimi Municipality(MTM). Bhaktapur district has 140 Primary Schools, 52 lower schools, 84 secondary school, 9 higher secondary school and 12 campuses⁵¹.

This study concerned about Bhaktapur district's colleges library. In Bhaktapur district there are 12 campuses. Among them 9 colleges lie in Bhaktapur municipality and remains 3 in Madhyapur Thimi municipality. The higher education (college) institutions in Bhaktapur district are listed below.

⁴⁸ CBS. Population of Nepal: village Development committees/Municipalities population census 2001. - Kath, 2002 p.67

⁴⁹ CBS "Population census 2001: National report." - Kath, 2002. p-142

⁵⁰ District Development Committe. Aawadhik Jilla Beekas Yogana . 2059/60 – 063/64. -Bkt. p.125

⁵¹ Ibid, p.125

Table - 2⁵²: Higher Education Institution (College) in Bhaktapur district.

Municipality	S.N.	Campus Name	Government/ Private	Level/subject
M.T.M	1	Adarsha M. Campus	Private	Certificate/humanities & management.
BM	2	Bhaktapur M.Campus	T.U	Certificate & Diploma/Humanities, Science & Management
BM	3	Birendra Sainik Awasiya Mahabidhyalaya		
MTM	4	Jana Adarsha Campus	Private	
B.M.	5	Khowpa College	Bhaktapur Municipality	+2, Diploma & master/Science, Management & Humanities
B.M.	6	Khwopa Engineering College	Bhaktapur Municipality	Bachelor/Civil, Architecture, Computer, Electronic and communication
B.M.	7	Navadurga M.Campus	Private	Certificate & Diploma / Management
B.M.	8	Nepal Engineering College	Private	BE/Civil, Architecture, computer, electronic and communication
B.M.	9	Nicholson College	Private	+2 & Diploma / Management
MTM	10	Sanothimi Campus	TU	Certificate & Diploma /Education
BM	11	Sarada Campus	Private	Certificate & Diploma / Education
BM	12	Sradha Nursing Campus	Private	Certificate/Nursing

Source: District Development Committee, Aawadhik Jilla Bikas Yojana.

⁵² Ibid, p.139

Profile of Colleges of Bhaktapur District.

Among these 12 colleges of Bhaktapur district this study is concerned with 7 colleges only namely they are

1. Bhaktapur M. Campus
2. Khowpa College
3. Khowpa Engineering College
4. Navadurga M. Campus
5. Nepal Engineering College
6. Nicholson College &
7. Sanothimi Campus

3.1. Bhaktapur Multiple Campus (BMC) -

3.1.1 Introduction of BMC :

Bhaktapur Multiple campus is first college in Bhaktapur district. It was established in 2018-07-19 B.S. at Dudhapati, Bhaktapur as the name of Bhaktapur College. It was private campus. On 2020 B.S. it came under Tribhuvan University and changed the name by Bhaktapur Multiple Campus (The Photos of BMC are attached in appendix 5).

At the beginning it opened with humanities and social science faculty only. Now it has Humanities, Science and Management Faculty. From 2061 B.S. the campus also conducts the Bachelor degree in Science. It conducts certificate and diploma levels in Humanities and science & only diploma level in management.

BMC provides double shift education programme, morning and day. In morning it conducts certificate and diploma level in Humanities and diploma level in management and in day it conducts certificate and diploma level in Science & diploma

level in Humanities and social science. From 2061 B.S. it began to conduct bachelor level in Science also. To conduct bachelor level in Science Bhaktapur municipality donated 30 Lakh Rupees to extend the laboratory & its equipments.

Along with Bhaktapur college, Library was established. At the beginning it had only one room library in college building. It had only 2438 documents and only one unqualified and ungraduate staff⁵³. Now it has separate two room building. This library has 19956 volume of documents upto financial year 2061/62. The library serves circulation, reprography and reference service. The library looks untidy and insufficient of light. It needs switch on light every time. The librarian is technical person with B.Com, B.libSc. But the library is not well organized & equipped library. But it has photocopy machine which can operated only by assistant librarian. The library is open access only for teachers and administrative staff but close access to students. In 042/44 the library was open access for students also but at that time the library was misused and a large number of books were lost. Then after 2 years the library was closed access for student till now. The teachers & staffs are also not aware with the library rule & regulation. They do not care about the library rules. The library staff requests them to follow the library rule & regulation but, they become angry and do not care. Some to teachers & staffs, not all, take their belonging within stack room. The library staff asked them to put the belonging in pigeon hole but they do not care it. The Students get their documents what they said. They can get the documents by title wise & subject as they asked.

BMC has 143 teachers and 36 administrative staffs. In 061/62 it has 2559 students. Students of campus may become the members of library. The membership granted after filling application form prescribed by library.

3.1.2 Education level :

BMC has three faculties conducted in double shift morning and day, they are Humanities, Science and Management. In Humanities it has two levels i.e.

⁵³ Karmacharya, Dipta. A case study of Bhaktapur M Campus library: a project work. T.U. Kath. 2054. p.5

Intermediate and Bachelor. In Science it has also two levels i.e. Intermediate & Bachelor. But in Management it has only Bachelor level.

In morning BMC conducts Humanities and Management. In intermediate of Art it has altogether 1005 students of both shifts. In Bachelor of Art it has altogether 762 students. In Intermediate of Science it has 86 students and in Bachelor of Science it has only 13 students. Because Bachelor of Science is running form only 061. It is the first batch of the first year. In management it conducts only Bachelor level, has 513 students. This study is concerned with BA first year students. There are 267 students but only 261 students have library memberships.

Table - 3: Education level of BMC

Faculty	Level	Shift
Humanities	Intermediate, Bachelor	Morning/Day
Science	Intermediate, Bachelor	Day
Management	Bachelor	Morning

Source : Field Survey

3.1.3 Size of Collection and Budget:

At the beginning it has 2438 documents but now it has 19956 though procurement & gift. As the objectives of parent body the Bhaktapur Multiple Campus library mostly collects the text books and some reference books to fulfilled users requirements. The library is able to subscribed only 'The Rising Nepal' and 'Gorkhapatra' daily newspapers.

The technical process is not done. Classification cataloguing is not done. The books are arranged is stack according to subject wise.

The library gets Rs. 50,000 budget for the books and Rs. 6500 for the newspapers. The budget is never sufficient to any library to fulfill the demand of users. As the budget raise as well as the demand of users is also raise.

3.1.4 Personal Staff :

BMC library is not well organized and equipped library because neither it has followed any classification scheme nor it has catalogue. It has only two staffs, they are assistant librarian and a book checker and peon who can not properly read & write. According to staffs of library, the person who are not fit in other department send to library by administrator. This is main drawback to growth of library. The staffs are

1. Assistant librarian with B.Lib.Sc. Degree who name is Purushotam Maskey
2. Book checker - 1
3. Peon is for day shift. And for morning Shift there are Book Checker - 1, Head assistant- 1, Peon - 1

Due to the deficiency of staff it could not organize the collection in scientific way. They just arrange the book in stack according to subject wise.

3.1.5 Service:

As the academic library its main service is to provide text book for reader. BMC library serves text book services, reference service, circulation service and reprographic service. Without classification scheme and cataloguing, it serves the books to users only by subject-wise and title-wise what the students say.

3.1.6. Library hours:

BMC has double shift educational programme in the morning and day. In the morning the campus is open from 6 am to 11 am. In day it is open from 10 am to 5 pm. So the library is open from 7 am to 5 pm. So opening hours is

Sunday to Friday

7:00 am to 5:00 pm

3.1.7. Members of the library:

The teachers and staffs of the library may be the members of library. As well as the students may become members of this library. The membership is granted after filling application form prescribed by the library for students only. The total number of member is 1693. But this is concerned with BA first year students. So total number of BA students are 261.

3.1.8. Loan Privileges:

The teachers, staffs and students belong to BMC may become the member of library. For each member the libraries give privilege the cards for issuing the books. They provide 8 cards for teachers for 1 month and 2 cards for staffs for 1 month. Each and every student will get 2 reader cards for 10 days.

Distribution of cards

Teacher	8 cards	for	1 month
Staff	2 cards	for	1 month
Students	2 cards	for	10 days

Book on loan may be recalled by the library at any time. The overdue charge is taken at the rate of 10 paise per day i.e., after 10 days. Lost book are replaced by the new books, if the book could not be replaced, one should pay thrice the cost of lost book. The membership cards are not transferable. The membership cards are to be returned to library to obtain a clearance certificate.

3.2. Khowpa College (KC)

3.2.1 Introduction of Khowpa College:

Khowpa College was established in 2001 A.D. KC is a community college. It conducts humanities, management and science faculty and offers certificate, bachelor and master degrees. Its educational programmes are affiliated from T.U. and HSEB.

But financial support is gained from Bhaktapur municipality. KC does not have its own building. Thus its educational programme is conducted in new Bhaktapur Municipality building in Chyamasingha. But the building of KC is under construction in Mahakalasthan. It also conducts +2 in science, commerce and humanities. The motto of Khowpa College is to produce independent and skilled graduates with sound knowledge base on the subject.

Along with KC, its library was established in 2001 A.D. KC library is only one room library. At the end of 061/062 fiscal year, it was 7687 collections. The library is single room with inadequate space but has good reference collection. Every 1 or 2 books from text book are taken as reference book and also other reference book like, Dictionary, Thesaurus, Encyclopedia Britannica, are collected (The Photos of KC are attached in appendix 5).

The classification process is done according to DDC 21st edition but books are not shelving on stack according to classification scheme. They are shelving according to subject-wise. Likewise, the library has photocopy of AACR-2 but the Cataloguing is not followed by AACR-2. It has title, author and subject catalogue. The subject heading is assigned according to DDC. The catalogue card prepared in KC library as:

T Aggrawal, Sarita
574 A text book of Biology Pant-1--Delhi,
AGG-T Vikas P.H.Pvt.:1995.
 Pg.608
 1. Biology I. Tittle

The library is close access system. The staffs provide documents/information to the students according to demands. They can get the documents according to titlewise as well as subjectwise as they require.

KC has 1600 students, 100 teachers and 28 staffs. Students of campus may become the member of library after completing the formalities prescribed by the library.

It has a computer which is used to create database of library holding but it is not in practice. The computer is also provided to students on demand. The library also provides internet service on demand of students.

3.2.2 Educational Level:

Khowpa College conducts their educational programme in Bhaktapur municipality building in Chyamasingha. KC conducts three faculties that are science, commerce and humanities. It conducts +2 level, Bachelor level and master level. In +2 levels it offers science, humanities, management. Likewise it offers Environment science and management in bachelor level; it also conducts Bachelor level of Art and Master Level of science only from 062. It conducts double shift educational programme morning and day. In morning it conducts +2 classes in science, commerce and humanities and Bachelor level of Business studies. In day it conducts Bachelor and Master Level of science. The college is planning to extend its existing Bachelor's Programs to incorporate major subject such as English, Mathematics, Physics, Information science etc. soon.⁵⁴ The college is also working an operating the Master degree in Environmental science and Business study.

KC has altogether approximately 1600 students in fiscal year 061/062. In +2 it has altogether 1231 student, in Bachelor level of Environment science first year it has 43 students, in second year it has 34 and in third year it has 16 students. In Bachelor level of management first year it has 120 students, in second year it has 90 and in third year it has 43 students. In Bachelor level of science first year has 35 students, in second year it has 17, in third year it has 17 students. In Bachelor level of Art first year it has 44 students only. This first batch so it has not other students. In master degree, that is first batch of science, has altogether 26 students.

⁵⁴ Prospectus- Khowpa College

Table - 4: Education level of Khowpa College

Faculty	Level	Shift	Affiliated
Science	+2, bachelor, Master	+2 morning	HSEB(+2)
Commerce	+2 Bachelor	Bachelor and Master in day	T.U
Humanities	+2, Bachelor		T.U

Source: field survey

3.2.3. Size of Books, Periodicals and Budget:

At established date it has approximately 1200 collections. Now it has 7687 collections through purchases and gifts. Its main collection is text books to fulfill the objectives of Khowpa College. It also collects good quantity of reference book. The reference books are dictionary, thesaurus, encyclopedia Britannica, etc. and one or two book from text book are collected as reference book. It subscribes more than 6 different titles of periodicals namely National Geographic, boss, science and future, business age international, making a difference personality, science reporter etc. It also subscribes 8 daily newspapers and few weekly newspapers. The daily newspapers subscribed by library are Kathmandu Post, Kantipur, Gorkhapatra, Rajdhani, Nepal Samacharpatra, The Rising Nepal and The Himalayan Times.

To achieve any thing tangible preparation of budget is must. For Procurement of books it gets 2 lakhs 20 thousand budget sanctioned by Bhaktapur municipality. For books it can expenses average 2 lakhs and for periodical it can expense 20,000.

3.2.4. Personal Staff:

The KC library is not well organized and equipped library. The collections are arranged in subjectwise not as classification number. But the books are classified as DDC scheme. It has also catalogue but not scientific. The subject heading is taken from DDC. It has a full set of DDC 21st edition and photocopy of AACR-2. KC library has 3 staff. 1 librarian with B.A. degree and library training and 2 are supporting staff without designation. They are:

1. Librarian with B.A. degree and 35 library training-1, whose name is Shyam Bd. Gaida.
2. Supporting staff - assistant librarian ungraduate second class

3.2.5. Services:

As the Academic library its main goal is to provide the text book to students. Its main services are circulation service, reference service, reprography service and binding service. It circulates the textbook what they say. They rarely used the catalogue cards.

The Newspaper like Gorkhapatra, The Rising Nepal is binding in one month and other weekly Newspapers are binding according to the thickness of papers.

KC library also provides the internet service, CD Rom, camera, photography of college functions on demand of students.

It has computer which is using to create database which is going on and also it is use for internet to student as demand. The software CDS/ISIS is used to create database.

3.2.6. Library hours:

The KC conducts their classes from the 6 o'clock in the morning to 5 o'clock in the evening. So the library is open from 6.30 am to 5.00 pm in summer and 7.00 am to 5.00 pm in winter.

Opening hours of KC library is

Saturday to Thursday

6.30 am-5.30 pm in summer

7.00 am-5.00 pm in winter

In KC Friday is holiday.

3.2.7. Member of the library:

The membership is granted after filling application form prescribed by library. With 20 rupees for students. For the teachers and staffs the Khowpa College no need to any formalities. Just they have bring 3 copies of photo. The total number of member of Khowpa College library is approximately 1528. This study is concerned with B.Sc. first year students. So that number of B.Sc. first year membership students are 65.

3.2.8. Loan Privileges:

The Students belong to KC can become member of library after filling the membership forms prescribed by library. The library gives the privileges the cards to borrow the books to each and every member of KC library. For the teachers and staff they provide 3 cards for 15 days and for students they provide 2 borrow cards and 1 reference card from 2 borrow cards they can borrow 2 books for 1 week. If they want to extend the due date, the library staff can extend the due date for one week again if other users do not search that.

Cards distributed to members

Teachers	:	3 cards for 15 days
Staffs	:	3 cards for 15 days
Students	:	2 borrow for 7 days
Students	:	1 reference cards for 1 day only for M.Sc.

The reference cards of the M.Sc. student can borrow the reference book for 1 day only. It is special rule for M.Sc. students only.

The overdue charge should be 1 rupees per day i.e. after 7 days due date. Unfortunately if book is lost it should be replaced by new book or photocopy of lost book. The membership card are not transferable the membership card is to be returned to library to obtained clearance certificate.

3.3. Khowpa Engineering College (KhEC):

3.3.1. Introduction of Khowpa Engineering College:

KhEC is established in 2058 along with library. It is engineering college which conducts four faculties that are Civil, Architecture, Computer and Electronic and communication in Bachelor level only. KhEC is affiliated from Purbanchal University. (The Photos of KhEC are attached in appendix 5). It gives quality education with cheapest fee. Khowpa Engineering College Nepal's first community Engineering College undertaken by a municipality embodies the concerned efforts of the people of Bhaktapur, who wish to see the overall socioeconomic development of this ancient city through education. With a distant vision of maintaining Bhaktapur's hard-won glory, the college aims to produce highly skilled architects and engineers that will have blends of both indigenous and modern day technologies.

Bhaktapur municipality is one of remarkable municipality among 58 municipalities. Bhaktapur municipality fully supports these two Khowpa College financially. Bhaktapur municipality has also donated 30 lakh rupees to Bhaktapur M. Campus to conducts B.Sc. level. Only Bhaktapur municipality gives financial support to the educational sector that is one of excellent remarkable model of its own.

Along with KhEC, library is established in 2058. It is one room library with 4 staffs. But now it is shifting to another building of KhEC which has 7 room apartments for their activities. At beginning it had 1200 documents but at the end of 061/062 it has 6500 documents. In one room library, it has reading room with 6 chairs and also has newspapers reading tables. Because of inadequate space of library new library building is going to construct in near by future.

The library is closed as well as open access. The books are issued to the students as their subject only. The books are issued to teacher and staff for 1 semester i.e. 6 months and 15 days for students. The reference card is distributed to student. With reference card student and teacher can borrow reference book for 2 days. The

reference books are two types one can issue to students and other can't. As the librarian is not technical person, the technical process is not done at all. The books are arranged in stock by subjectwise.

The source of Budget is Bhaktapur municipality. It provides 9 lakhs rupees for Books only. The books are purchased by administrator and overdue charge is collected to Bhaktapur municipality. It has computer, used to prepare database of collection. It is not in use but going to use in near future.

In KhEC it has 70 teachers, 32 administrative staffs and 540 students. The library has following members- teachers 70, students 540 and staff 32.

Thus this study is concerned with department of Architectures. The five year bachelor of Architecture (B.Arch.) program began in 2001 in KhEC. B.Arch. has 24 students capacity. The main objective of the college is to produce efficient technical manpower that can compete in the field of engineering.

3.3.2. Education level:

KhEC is technical college which conducts 4 faculties i.e. Civil, Architecture, Computer, Electronic and communication. It runs 4 years courses in Bachelor level in Civil, Computer and Electronic and communication and 5 years courses in Architecture. KhEC has 540 students in 061/062. In Civil faculty first year it has 48, in second year it has 47, in third year 40 and in fourth year 37. In Architecture first year it has 24 in second year it has 23, in third year it has 20, in fourth year it has 18, in fifth year it has 14. In Computer faculty first year it has 48, in second year it has 45, in third year it has 43, in fourth year it has 34. And in Electronic and communication faculty first year it has 48, in second year it has 46, in third year it has 46, and in fourth year it has 44.

This study is concerned with architecture 1st year students. There are 24 students. KhEC has proposed master level of science in Earthquake Engineering (2 years) and conservation and Urban Design (2 years).

Table - 5: Education level of KhEC

Faculty	Level	Academic program	Affiliated
Civil	B.E.	4 years	Purbanchal University
Computer	B.E.	4 years	Purbanchal University
Electronic and communicative	B.E.	4 years	Purbanchal University
Architecture	B.E.	5 years	Purbanchal University

Source : Field Survey

3.3.3 Size of Books, Periodical and Budget:

Technical college library has great responsibility to satisfy the users. All libraries has responsibility to satisfy the users, But in technical college library, in that sense, the technical documents, information are too expensive, not all the students can afford to buy the books, periodicals. So, most of students totally depend upon college library. Its foundational collection is 1200 documents and at the end of 061/062 fiscal year it has 6500 documents through purchases and gifts. Its main collection is text books as well as reference book and periodicals. The text books available in the library are in the ratio of 50% of the total student strength.⁵⁵ It subscribes the more than dozen of periodical namely: Architecture digest, record, Nepal journal of science and Technology, Dr. Dobb's journal, Technology review, computer applications in Civil Engineering: Accommodation News and views, NEC tribune, Bandha ra Bikash, Science and Technology, first south Asia water forum, Nepal construction Engineering and Architectural Directory, space etc.

In KhEC library reference books are categories into 2 different criteria: issued reference books and non issued reference book. The reference books are issued for 2 day for students and 1 week for staffs and teachers.

The budget for procurement of books and periodicals are sanctioned from Bhaktapur Municipality. Bhaktapur municipality provides 9 lakhs rupees only for books and for periodical provide 129000 and 25000 for binding.

⁵⁵ Prospectus 2004-KhEC

3.3.4. Personal staff :

Even KhEC is technical college, but the library is not well organized and equipped library. In simple context well organized means the documents are arranged in stack according to standard classification scheme. But KhEC library has organized the document according to subject-wise. Likewise well equipped library means, the library at least carry the library tool like classification scheme tool, cataloguing rules, subject heading books cutter table books or any other individualizing author table.

The library has 4 staffs personnel. The chief of library name is Jastana Koju with Bachelor of Art degree. She has status as non graduates 2nd class staff. Other 3 staffs are non-graduates first class staffs.

3.3.5. Services:

KhEC library provides the service as the goal of KhEC. Its main service is circulation service, reference service. They circulate the textbook as major subject of students. If they do not provides other subject book. It also circulates CD ROM and reference books on demand of students. The reference books are issued for 2 days only for students. The teacher can borrow the reference books for 1 week. The orientation class should be conducted in very beginning of college.

3.3.6. Library hours :

The KhEC runs the classes from 10 o'clock. But the library of KhEC is open at 9 o'clock. So library opens from morning 9 o'clock to 8 o'clock in the evening.

Opening hour of library is

Sunday to Friday

9am to 8pm.

3.3.7. Members of the library :

The students of this KhEC should be members when they bring the bill of administration with 6 copies of photos. The total number of membership of library is

658. But this study is concerned with Architecture first year group. So total number of Architecture first year students are 24.

3.3.8. Loan Privileges:

The teachers, staffs and students belong to KhEC who become member of library, they get cards to borrow the books. The library distributes the cards to each and every member of library. The library provides 7 cards to the teachers and staffs. Out of 7 cards 5 cards are used to borrow textbooks and 2 cards are used for reference book. Library provides 5 cards to students out of 5 cards 4 cards are for text books and 1 is for reference book. The reference can be borrowed by teachers and staffs for 1 week and by students for 2 days. The teachers and staffs can borrow 5 textbooks for 1 semester (6 month) and 2 reference books for 1 week. The students can borrow four text books for 1 semester.

The book on loan may be recalled by library at any time. The overdue charge takes 1 Rs. per day for text book and for the reference book the fine should be 2 Rs. per day. The reference books are issued for 2 days only. The lost book should be replaced by new book or photocopy. The membership card is not transferable. The membership cards are to be returned to library to obtain clearance certificate.

3.4. Navadurga Multiple campus (NMC)

3.4.1 Introduction of Navdurga Multiple campus

Navadurga Multiple Campus was established in 2041 at Navadurgasthan, Bhaktapur - 3. Navadurga Multiple campus has made a significant contribution to the pursuit of quality education in Bhaktapur. Currently, NMC, in affiliation with Tribhuvan University, offers certificate and bachelor level management courses and also +2 of HSEB in Management course under the roof of this campus. The main aim of NMC is to provide the local students with quality education at affordable fees so as

to help them to be prepaid for coping with the challenges of the 21st century⁵⁶. (The Photos of NMC are attached in appendix 5)

Even though the collage was established in 2041 B.S. the library was not established then. But as gradually the year passed the collage felt the absence of the library. So in 2057 B.S. library was established to fulfill the campus requirement and students demand.

The library is single room with inadequate space. At the end of 061/062 it has 1982 collection. At the beginning it was started with 1200 documents. It also collects reference books like Brinlanica Encyclopedia, World Encyclopedia, Legal Dictionary, Encyclopedia Chemistry, Ulrich Periodical Directory, Webster Dictionary, Thesainus, Dictionary of management, Dictionary of sociology, field report of BBS students and other reference books like each 2 copies of text books etc.

The classification process is done but not based on any standard classification scheme. The documents are classified as subjective and arranged in stock according to level wise for instance I.com 1st year, I.com 2nd year BBS first year, BBS 2nd year and BBS 3rd year. No other technical process is done. They serve just circulation and reference services. It is close access system. Every book can be seen from the counter or circulator desk. They can get the book according to title-wise as well as subject-wise as they require.

The library has computer but not for library use. It is used for administrative purpose. NMC has 460 students, 45 teachers and 6 staffs. Teacher, students, and staffs may become the members of the library after completing the formalities prescribed by the library.

3.4.2 Education level:

Navadurga Multiple campus conducts their educational programmed in morning from 6 am to 10 am. NMC offers only one faculty and conduct +2

⁵⁶ Prospectus-NMC

programme from Higher Secondary Education Board (HSEB) and certificate and Bachelor level of management under T.U.

NMC has altogether 460 students in fiscal year 061/062 in I.com 1st year it has 60 students, in 2nd year it has 110 students. This study concerned with BBS 1st year student. So the BBS 1st year it has 50 students, in BBS 2nd year it has 70 and in BBS 3rd year it has 30 students.

Table - 6: Education level of Navadurga Multiple Campus.

Faculty	Level	Affiliation
Management	+2, certificate, bachelor	HSEB, T.U

Source: Field Survey

3.4.3. Size of book, periodicals and budget:

At the beginning of library it has 1200 approx. documents. Now the library has 1982 documents through procurement and gift. Its main collection is text book, related reference book to fulfill the objectives of NMC. The reference books are Dictionary, Encyclopedia, Ulrich periodical Dictionary and subject wise text book. It is also able to prescribe 4 Daily Newspaper and weekly newspaper that are Gorkhapatra, Kantipur, Samacharpatra, Kathmandu post and weekly Nepal.

Budget is main backbone of any system. The Budget of NMC is Rs. 25000 which is expended in books only.

3.4.4 Personal Staff:

Navadurga Multiple Campus library is not well organized & equipped library. The collections are arranged in level-wise and subject-wise. NMC library has not particular library, staff library is run by sometimes staff, sometimes teachers and sometimes campus chief himself. So there is no particular staff. But even it has 2 non-professional staffs. One has master degree in history & one has Bachelor of art degree.

3.4.5 Services:

NMC library provides textbook to students. Its main services are circulation as well as reference service. But student do not use the reference service. They just borrow the text book. The library provides newspaper service also.

3.4.6 Library hour:

NMC conducts the classes from 6 O'clock to 10 O'clock in the morning. So library is open from 7 am to 9 am in the morning.

Opening hour of library is

Sunday – Friday

7:00 am – 9:00 am.

3.4.7 Members of the library:

The membership of library is granted after completing the formalities prescribed by the library. The library provides application forms. After filling application form with Photos the students become member of library. The teachers and students can only borrow the books not by staff. The study is concerned with BBS first year students. In BBS first year it has 50 students.

3.4.8 Loan Privileges:

The teachers & students belong to NMC who are the member of library can borrow the books from library. The library distributes the cards to each & every member of library. The library provides 5 cards to teachers & only one card for students. Both the library members can borrow the books for 7 days. The overdue charge is taken 1 rupee per day. Unfortunately, if the book is lost, lost book is replaced by new book or photocopy. The membership cards are not transferable. The membership cards are to be returned to obtained clearance certificate.

3.5. Nepal Engineering College (NEC)

3.5.1. Introduction of Nepal Engineering College:

Nepal Engineering College popularly known as NEC is the first college to be set up in the private sector. NEC was established in 2051 B.S. at Changunaryan VDC, Bhaktapur and has plenty of land available for further extension. NEC is a private college affiliated to Purbanchal University, with a view of offering quality technical education which would lead to a rapid development of the nation. It offers Bachelor degree programs in four areas: Architecture, Civil, Computer, Electronics and Communication and Information Technology (The photos of NEC are attached in appendix 5). It is also in the process of launching master degree programme in Electronics and communication, engineering from 2005-2006 session.⁵⁷ NEC also operates the graduate programmes, master degree programs in Construction management and Natural Resources management as well as the B.E.(Civil) from Imadol center.⁵⁸ The main objective of the NEC is to promote the development of all-round personality of the students by inculcating in them the virtues of character, leadership and awareness to societal obligation and environmental needs.

⁵⁷ Prospectus 2005 - NEC.

⁵⁸ Ibid.

The library of NEC established with NEC has separate building with ample space. The library has about 20,000 collections. The library has been organized to provide effective information services to the students and other learning resource development activities of NEC. The classification is done according to DDC scheme and arranged the document according to classification number. The library has no manual catalogue but the library has initiated computerized catalogue using the software computerized Development Services/Integrated set of Information system (CDS/ISIS) package of service. The cataloguing based on Anglo American Cataloguing rules 2 (AACR-2). The library is open access to users. Users can visit the library without any barrier. The library has reading room facility also. The students search their document themselves. If they do not get document than they asked to the staff of library, who assist to search their needs.

The computer is used in database creation, E-mail, internet and information retrieval. According to the librarian, NEC library is moving towards automation in near future.

Automation means automatic, as opposed to human, operation or control of a process equipment or a system⁵⁹. The library automation refers to the process of automating functions such as circulation, cataloguing or acquisition. With the advent of automation the human intervention is reduced to or great extent. The need for automation has several reasons like information explosions increase in users including economical and technological⁶⁰. With the advent of computer there is faster dissemination of information to all areas through telecommunication networking. It is accurate to a great extent. Increase in technology of storage devices made it possible to store huge amounts of information in a very small and compact media for the proper utilization of the space available.

Today context, the information communicated at a right time has its value, if not received in time may be useless or cause some mishap. To maximize the user's

⁵⁹ Library automation Glossary

⁶⁰ Satyanarayan N.R. A manual of computerization in libraries- New Delhi: Wishwa, 1995.p.35.

satisfaction by providing desired information efficiently and minimization of the user's time loss between setting up the query and retrieving the information which are chief objectives of information retrieval system⁶¹. This is possible only through automated system.

NEC has 80 teachers, 20 staffs and students 865 students. All the teachers, staffs and students can become the member of library after completing the formalities prescribed by the library.

3.5.2. Education Level:

At present, Nepal Engineering College runs the following Bachelro's degree programs in Architecture, civil, computer, electronics and communication engineering and information technology. The educational programme conducts in NEC is affiliated to Purbanchal University. An architecture faculty is five year degree program. In first year it has 26, second year has 17 and third year has 11 students in 2061/062.

Civil Engineering faculty is four year degree program. In first year civil engineering has 43, second year it has 43, third year 40 and fourth year it has 26 students.

Computer engineering faculty is four year degree program. In first year computer programme it has 86, in second year it has 63, in third year it has 38 and in fourth year it has 37 students.

Electronics and communication engineering faculty is four year degree program. In first year electronics and communication engineering it has 84, in second year it has 72, in third year it has 67 and in fourth year it has 66 students. In information technology the total students are 24. This study is concerned with Architecture Engineering first year students. But it has quota of 24 students in Architecture Engineering but at present the total number of student in first year is only thirteen.

⁶¹ Nair, R. Raman. Academic Library automation. - New Delhi: ESS ESS, 1995. p.33

Table - 7: Education level of NEC

Faculty	academic program	level
Architecture	5 years	Bachelor
Civil	4 years	Bachelor
Computer	4 years	Bachelor
Electronic and Communication	4 years	Bachelor
Information technology	2 years	Bachelor

Source: Field Survey and Prospectus.

3.5.3. Sizes of Books, Periodical and Budget:

NEC is technical college that has great responsibilities to satisfy the students, teachers and staffs requirements and demand. The library has been organized to provide effective information services to the students and other learning resource development activities of NEC.

At the end 061/062 fiscal year the library has about 20,000 collections. Among them 14212 are texts books through purchases and gifts. As academic library, NEC mostly collects the text books and relevant reference books. It has collected 20 titles of periodical, 3660 manuals, and 4941 reference books. Besides reference sources such as World Books, Encyclopedias, Handouts, study and performance reports, dictionary, directories etc, one book from each and every text books are used as reference book. The library is well organized and equipped library with experienced librarian with B.Lib.Sc degree.

The text books available in the library are in the ratio of 25% of the total student strength.⁶² The library is able to subscribe about a dozen of newspaper i.e, Gorkhapatra, The Rising Nepal, Kantipur, The Kathmandu Post, Samacharpatra, The Himalayan Times, Rajdhani, Annapurna Post, etc.

⁶² Prospectus 2005 - NEC.

The total budget of library is 3 lakhs and 70 thousand. NEC library has 2 lakhs 50 thousand rupees that expenses in text books and 1 lakh rupees for periodical and remaining 20 thousand for bindings the books. The library has always participate actively in the "Book Exhibitions" of Kathmandu.

3.5.4. Personal Staff:

The NEC library is well organized library among 7 observed college libraries. It has altogether 5 staffs, 2 are professional and 3 are semi-professional. The librarian name is Bishnu Lal Shakya who has B.Lib.Sc degree with first class officer designation. Other 1 staff has also B.Lib.Sc degree with third class officer designation (Assistant Librarian). Three other staffs have Bachelor degree with library and information science training.

3.5.5. Services given:

The library is open access to users of NEC that is scientific way to conducts library. The library provides the circulation service, reference service, reprographic services, binding, E-mail, internet services, automation services. The library automation refers to the process of automating functions such as circulation, cataloguing or acquisition. The members of library can search the document by themselves because of open access system. They search the document with the help of computerized catalogue. The computerized catalogue is creating using the CDS/ISIS software package.

3.5.6. Library Hours:

The students and other teachers and staffs may become member of the library, after completing the formalities prescribed by library. The members of library can used the library in working hours of library. The opening hour of the library is:

Sunday to Friday

7.30am to 3pm, in summer and

8.30am to 3pm in winter season.

3.5.7. Members of the library:

The students of NEC become members of the library. The membership is granted after filling application prescribed by the library. After completing formalities prescribed by the library the students, teachers and staffs, can issued the books, documents, etc. The library has altogether 965 members including 865 students, 80 teachers and 20 staffs. This study is concerned with Architecture first year students. There are 14 students in Architecture faculty.

3.5.8. Loan Privileges:

The teachers, staffs and students belong to NEC may become the member of library after completing formalities prescribed by library. For each member, the library distributed the cards for issuing the books. There are some different rules for card distribution. The library distributed 7 cards to teachers for 1 semester i.e. 6 months, 4 cards to staffs for 1 month and 5 cards to students of third, fourth, and fifth year student and 4 cards to students of first year and second year for 1 month. The library charges 1 Rs. as overdue change per day for a book after 1 month. The lost books are replaced by same book, if the book could not be substitute, one should pay double price of cost of that lost book. The membership cards are to be returned to obtained clearance certificate.

3.6. Nicholson College (NC)

3.6.1. Introduction of Nicholson College:

Nicholson College is named after Sir Charles Nicholson prominent contributor for the established in 2050 B.S. at Shrijnanagar, Sallaghari, Bhaktapur - 17 (The photos of NC are attached in appendix 5). NC conducts management and science educational program. It offers +2 level affiliated to HSEB in management and science, and Bachelor level in management affiliated to Tribhuvan University. NC conducts double shift educational programme i.e. morning and day shift. In the morning it conducts +2 and Bachelor level of management and in day it conducts only

+2 level but in management and science faculty. The classes begin from 6.30 am to 4 pm. NC emphasizes to become the center of learning for young dynamic and progressive students who are determined to face the challenges created by changing environment of the society.⁶³ Its goal is to guide students and make themselves confident, self-disciplined, and industrious and leader of the society.

Along with Nicholson College, the library is also established in 2056. The library has one room. It has 2010 documents up to fiscal year 061/062 with 2 staffs. The library serves circulation and reference services. The reference books are also issued to users on the demand. The classification and cataloguing is not done. The books are classified according to subject-wise. So there is no any scientific classification scheme. The books are arranged alphabetically subject-wise. The library is close access system. The library staffs provide the documents to the students, staffs and teachers according to their demands. They can get the document according to title-wise as well as subject-wise as they require.

NC has 45 teachers, 8 staffs and 275 students. Student of campus may become the member of the library after completing the formalities prescribed by the library. The library has computer to create database of collection and 'sea call plus' is software that is used to create database. The library has 328 members including teachers, staffs and students.

3.6.2. Educational level:

NC is non-technical college which conducts 2 faculties i.e. management and science. NC conducts +2 level and Bachelor level in management and science streams.

In +2 level, NC conducts management and science faculty and in Bachelor level NC conducts only management level. In +2 level of management NC has 172 students, in science faculty it has 23 students. In BBS 1st year NC has 24 students, in

⁶³ Prospectus-NC.

2nd year NC has 24, and in third year NC has 35 students. This study is concerned with 24 students of BBS first year.

Table - 8: Educational level of Nicholson College

Faculty	level	Shift	Affiliated
Science	+2	day	HSBE
Management	+2	morning and day	HSBE
Management	BBS	morning	TU

Source: Field survey and Prospectus

3.6.3. Sizes of Books Periodical and Budget:

The library has 2010 document upto fiscal year 061/062. As the objectives of NC, the library collects the textbooks and reference books to fulfill users requirement. The book are required through purchased and gifts. The library has 5 periodicals also. The reference book are about 315 books.

The library subscribes 7 title daily Newspapers and 1 weekly. They are Gorkhapatra, Rajdhani, Samacharpatra, The Rising Nepal, Kantipur and The Himalayan times.

The budget of library for document was 40,000 for fiscal year 061/062. The budget is gradually rising than previous years.

3.6.4. Personal Staff:

Nicholson college library is not well organized library. The staff of the library is not technical personnel. In library there are 2 staffs but not categories just staffs of library. Both of the staffs have Bachelor degree in art and commerce. The name of librarian is Jayaswori Shrestha with the office secretary designation.

3.6.5. Service Given:

The library services the circulation and reference service. The books can be issued for 15 days by the member of library. The reference books are also issued for 3 days as demanded by users.

3.6.6. Library Hours:

The students of the college may become members of the library. The members of library can use the library within 7am to 4pm. The opening hours of library is

Sunday to Friday

7am to 4pm

3.6.7. Members of the library:

The students of the campus may become members of the library. The membership is granted after filling application form prescribed by the library with 2 photos. The formalities of membership should not be practice by teachers and staffs. They just write their name and name of books. It has altogether 328 members. +2 NC has 195 students of both faculty science and management. In BBS 1st year it has 24 students, in 2nd year it has 24 and in 3rd year it has 35 students. This study is concerned with 24 students of 1st year BBS.

3.6.8. Loan Privileges:

The teachers, staffs and students belongs to the NC may become of library member. For each member, the library gives privilege the cards for issuing the books. The library distributes 2 cards for each member for 15 days. The teachers can borrow 2 books. The teachers do not need cards but can borrow 2 books only. They just write the name of teachers and books. The members of library can borrow the 2 books for 15 days. After 15 days overdue charge should be paid at the rate of 1 rupee per day. Lost books are replaced by book or photocopy of that lost book. The membership

cards are not transferable. The membership cards are to be returned to obtain a clearance certificate.

3.7. Sanothimi Campus (SC):

3.7.1. Introduction of Sanothimi Campus:

Sanothimi Campus is situated in Sanothimi. Sanothimi is located in middle part of Kathmandu valley. Therefore it is called Madhyapur. Madhyaur municipality declared in 2053, include 5-village development committee namely Chapacho, Balkumari, Nagadesh, Bode and Lokanthali.⁶⁴Thimi and bode are vulgar ungrammatical speech of 'Themringram' and 'Boshingram' which can be found in inscription of Lichhavi period.⁶⁵ Like Bhaktapur, Madhyapur thimi is a town of Newar people. Most of people are engaged in agriculture.

Sanothimi is well-known name for Examination Controller office, Janak Shichya Samagri Kendra, CTEVT, etc.

At the beginning sanothimi Campus was established as National Vocational Training Center. National Vocational Training Center, NVTC, was established in 2024 B.S.⁶⁶ in cooperation with United States Aid Mission to Nepal and His Majesty's Government, Ministry of Education. The main objective of NVTC was to produce skill manpower in vocational area. NVTC was conducted 2 years diploma program in various education streams like agriculture, business, education, home science and trade and industry. In 2024 B.S. it was handed over to Tribhuvan University. Under T.U, it was renamed as Sanothimi Campus⁶⁷ that conducts education faculty. It has same objectives as NVTC to produce trained manpower and teacher in vocational area. Currently, Sanothimi Campus conducts certificate level, 1 year and 3 year Bachelor level in education faculty (The photos of SC are attached in appendix 5).

⁶⁴ Shrestha, Laxmi Krishna "An introduction of Madhyapur Thimi". *Lyamhaa*, 2056.p-41.

⁶⁵ Shrestha, Surya Ram Tha. Bode saharko yatihask parichaya 2057.

⁶⁶ Brochure-NVTC.

⁶⁷ Karmacharya, Dipta. "Brief introduction of Sanothimi Campus library". *Rolamba*, vol-20, no.3 and 4, 2000. p.2

SC has library with adequate space for future extension. At the end of 061/062 the library has 18732 collections including text books and reference books. Besides reference source such Encyclopedia, Dictionaries, Biography etc. two book from each and every text book are used as reference book. It has audio-visual materials but currently they are not in use. Now this library is running with 7 staffs. The librarian is technical person with B.lib.Sc degree. 2, book checkers 1, 1 typist, 1 lab boy, 1 memographer and 1 peon.

The library is open and close access. The library is totally open access only for teachers but close access for students. They can get the books only what they say. The reference book service is both open and close access to teachers students and staffs.

The classification is done according to DDC scheme and arranged the books on the stock as classification number. It has catalogue but not user just for record. The cataloguing is following to AACR-2.

SC has 84 teachers, 58 staffs and 1446 students. Students, teachers and staffs can become members of library after completing formalities prescribed by library. The library has altogether 1083 member including teachers, staffs and students.

3.7.2. Educational level:

SC is non-technical college which conducts Education faculty only. It offers certificate, 1 year and 3 year Bachelor level of education. In certificate first year it has 449 students and in second year it has 307. In one year Bachelor level it has 348. In one year Bachelor first year it has 368, in second year it has 311 and in third year it has 365 students. In B.Ed. first year it has 159 students.

Table - 9: Education level of Sanothimi Campus

Faculty	Level
Education	Certificate
	1 year Bachelor
	3 year Bachelor

Source: Field survey

3.7.3. Sizes of Books, periodical and Budget:

The library has 18732 collections at the end of 061/062 fiscal year. As objective of the parent body the library collects the text books and relevant reference books to fulfill the user requirements. The books are required through purchases and gifts. The library has periodicals, reports, magazines etc are also available but all are required through gift.

Besides the reference sources, the library collects 2 books from each and every text books as reference book which could not borrow. The library collects field books of the 3rd year bachelor level students.

The library subscribes 3 daily newspapers i.e. Gorkhapatra, The Rising Nepal, Samacharpatra and 1 weekly.

The budget is main object for the development of any system. So the budget is essential. The budget is not fixed to purchase books but not less than 25 thousands. In 061/062 the library got 43 thousand to purchase books only. The Newspapers are purchased separately.

3.7.4. Personal staff:

The library is well organized but not well equipped library. It has 6 staffs with 1 peon. The library is professional staffs, has B.Lib Sc degree. Other staffs are non professional including 2 Book checker 1 has bachelor degree 1 typist 1 lab boy and 1 memographer. The name of librarian is Dipta Karmacharya with assistant librarian designation.

3.7.5. Service Given:

The library provides the circulation service and reference service. The members of library can borrow the books and refers the reference books. The books are issued to teachers, students, staffs for certain period. The reference books are read inside library only. The books are issued to the users according to their requirement. They search the book according to title, author, subjectwise.

3.7.6. Library hours:

The teachers, students, staffs become member after filling the membership form prescribed by library. The members can use the library within working hour of library. The opening hour of library is:

Sunday to Friday

10am to 4pm in summer season

10am to 3pm in winter season

3.7.7. Members of library:

The teachers, staffs, students of the campus can become members. The membership is granted after filling the membership card prescribed by the library with 2 photos for staffs and students. After completing formalities prescribed by the library the members of library can issued the books. The library has 1083 members including teachers, staffs and students. This study is concerned with B. Ed. 1st year student. In B. Ed. 1st year there are 159 students.

3.7.8. Loan Privileges:

The students, staffs and teachers belong to Sanothimi campus, who are member of library can borrow the books. For each member, the library gives privilege the card for issue the books. The library distributes the 6 cards to teachers, 2 cards for staffs and students. The student can borrow 2 books for 7 days. The teachers can borrow 6 books for 1 month and staffs can borrow 2 books for 1 month.

Book on loan may be recalled by the library at any time-The overdue charge for book at the rate of 25 paisa per day. Lost books are replaced by same books, if the book could not be replaced, one should pay thrice times of the cost of that text book. The books should be returned before examination. The membership cards are not transferable. The membership cards are to be return to obtained a clearance certificate.

CHAPTER 4

Research Methodology:

Research is an effort to search new fact, knowledge⁶⁸ and principle in scientific manner. The various methods were followed to get the reasonable information about the college library of Bhaktapur district. This study is descriptive and analytical study.

4.1. Research design:

Research design is the plan, structure, and strategy of investigation conceived so as to obtain answer to research questions and to control variance.⁶⁹ For this purpose students of technical and non-technical college library were studied. Since one single method is not suitable for the study and investigation of the subject. Hence a combination of different methods is being used to collect the relevant facts, figures and data. The methods mainly used are questionnaire, survey and interviews with concerned people.

4.2. Sources of Data:

The major sources of data were primary as well as secondary which were used for this study. The primary data were collected through field survey, using the questionnaire and taking interview with the help of questionnaire. Researcher also consulted dissertation, thesis, article books, prospectus, office records, bulletins, brochures, etc. Interviews were conducted with librarian of concerned college library.

⁶⁸ Joshi, P.R. Research Methodology. -2nd edition.- Kath: Buddha Academic, 2002.p.3.

⁶⁹ Kerlinger, Fred N. Foundations of Behavioral Research. -New Delhi:Surjeet, 1983.p.300

4.3. Population:

In the Bhaktapur district there are 12 colleges, Private, T.U. as well as community colleges. But this study is concerned with seven college libraries only. This research study is concerned with Bachelor level first year of Humanities of Bhaktapur Multiple Campus, Bachelor Level first year of Management of Navadurga Multiple Campus, Bachelor level first year of Sanothimi Campus, Bachelor level first year of science of Khowpa college and Bachelor of Architecture first year of both Engineering college, Bachelor level first year of management of Nicholson College. The total number of targeted students of mentioned college comprises the population of this study. The total numbers of targeted students are 597 from following college.

Among 597 students of college library of Bhaktapur district:-

1. Bhaktapur Multiple Campus has 261 students in BA first year
2. Khowpa College has 65 students in B.Sc. first year.
3. Khowpa engineering College has 24 students in B. Architecture first year
4. Navadurga Multiple Campus has 50 students in BBS first year.
5. Nepal engineering College has 24 students in B. Architecture first year
6. Nicholson College has 24 students in BBS first year.
7. Sanothimi Campus has 159 students in B.Ed. first year.

So other faculties students of mentioned colleges are not including in this study.

4.4 Sampling:

To find the requirement of 597 students in library services, the random sampling technique was adopted for this study. To fulfill the objectives of this study, researcher distributed 120 questionnaires to the students which are about 20% percent of the total population. They enthusiastically filled up the questionnaire without any hesitation after explaining the aim of the study by researcher. Out of 120 questionnaires 92 were returned duly filled. Several follow up requests had to make to the respondents, to fill up the questionnaires and return it. All the 92 returned

questionnaires were included in the analysis for this study which is 79.91% of total questionnaire distributed.

4.5. Research procedures:

Questionnaires were designed and developed for collecting the necessary information to complete this research work. Questionnaire is a written document listing series of questions that shows the pertaining problem under study, to which the investigator requires the answers.⁷⁰ . The questionnaire which was distributed for collecting the data consists of thirty items organized into four sections. They are:

- Group A: - consists of personal information with four questions.
- Group B: - consists of library use with three questions.
- Group C: - consists of sources of information with eight questions.
- Group D: - consists of information services with sixteen questions. The questionnaire is attached in appendix 2

Interview is a process of face to face conversation between the researchers (or his assistant who knows what he wants from the respondent) and the respondent (who has the desired information in his mind or possession).⁷¹ This study include interview with the librarian of concerned college libraries, which is included in the questionnaire. The questionnaire for interview is attached as appendix 1.

The questionnaire which was used for interview with the librarian is divided into six group i.e.

- Group A: - Library personnel information with five questions.
- Group B: - collections with two questions.
- Group C: - Budget with two questions.
- Group D: - Technical process with five questions.
- Group E: - Library services
- Group F: - Library administration and Management with sixteen questions.

⁷⁰ Krishna kumar. Research Methods in Library and information science.-New Delhi: Vikas,1992.p.121

⁷¹ Ibid,p.175.

4.6. Data collection procedure:

The researcher prepared two sets of questionnaires in full consultation with guide. The information is collected through field questionnaires, interviews with selected college library and librarian of Bhaktapur district. Students of college filled up questions without any restriction but the students of Navadurga Campus did not return the questionnaire at all. Most of college had completed the courses and they were preparing for exam. So they didn't come to campus regularly that's why they did not return the questionnaires. The few librarians of college library hesitated to give information about library. The researcher visited concerned library again and again to take interview with librarian. Few librarians enthusiastically gave interview. Only those questionnaires which were received up to the deadline were included in the analysis.

4.7. Data Analysis Procedure:

The analysis is based on the 92 responses received from the students. The completed filled up questionnaires were checked to remove the possible errors and consistencies in the field. No advanced statistical tools were used for the study. But, the analysis was carried out by using simple statistical tools using arithmetic techniques such as percentage addition, subtraction, estimation, approximately etc. for structural questions and description and analytical method for open ended questions.

CHAPTER 5

Analysis, Presentation and Interpretation of the Findings:

After the collection of data, an analysis of data and the interpretation of the results are necessary. The collected data have been presented in tabular form and then used for comparative analysis. The questionnaires are distributed to the members (students) of library of respected colleges in the ration of 20% of the total number of targeted students. Among the 120 questionnaires distributed, only 92 questionnaires were returned by students. The table 10 shows the number of questionnaires distributed and returned by respondents.

Table - 10: No. of questionnaires distributed and returned by students.

Name of college	Total no. of population	No. of questionnaires distributed 20% of total population	No. of questionnaires returned	
			No.	Percentage
BMC	261	52	39	75
KC	65	13	13	100
KhEC	24	5	5	100
NMC	50	10	-	-
NEC	14	3	3	100
NC	24	5	5	100
SC	159	32	27	84.38
Total	597	120	92	79.91

Source: Field survey

The table 11 shows the number of questionnaires distributed and returned by Technical and Non-technical college students. The table 11 shows that technical college students returned back all questionnaires which were given to them to fill up that is 100% of questionnaires whereas non-technical college didn't return back all the questionnaires. They had returned only 71.88% of total questionnaires.

The responded in the 92 questionnaires that were returned by technical as well as non-technical college libraries. The following Table 11 shows that the number of questionnaires distributed and returned by technical college and non-technical college students.

Table - 11: No of questionnaire distributed & returned by technical and non-technical college students.

Technical college (8)			Non-Technical college (84)						
Name of College	Total no. of population	No. of questionnaires distributed in 20% of total population	No. of questionnaires returned		Total no. of population	Name of college	No. of questionnaire distributed in 20% of total population	No. of questionnaires returned	
			No.	%				No.	%
NEC	14	3	3	100	261	BMC	52	39	75
KhEC	24	5	5	100	65	KC	13	13	100
Total	38	8	8	100	50	NMC	10	-	-
					24	NC	5	5	100%
					159	SC	32	27	84.38
					559	Total	112	84	71.88

Source: Field survey

Note: Figure in parenthesis is total no. of respondents.

The responded in the 92 questionnaires that will returned by the responded were analyzed under four heading they are

1. Library use
2. Source of information about their libraries
3. Library collections
4. Information services

The analysis and finding of this study are as following:

5.1 Library use:

Purpose of library visit

A question was asked to students about the various purposes for which they mainly visit the library of their colleges. This will help the library to find out the types of documents and services needed in the library.

Table - 12: Purpose of visit the library.

Purpose	Technical College (8)				Non-technical College (84)							
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%	
To borrow text books	2	4	6	75	21	9		4	16	50	59.52	
To consult reference books	1	1	2	25	13	4		1	3	21	25	
To read journals									2	2	2.38	
To read news papers					5				6	11	13.10	
Total	3	5	8	100	39	13		5	27	84	100	

Source: Field Survey

Note: Figure in parenthesis is total no. of respondents

Above table 12 shows that 75 % of students of technical college and about 59.52% of non - technical college students visit the library in other to get the books issue and return them. About 25 % of technical college and non - technical college

students visit the libraries to consult reference books. More than 2% and about 13.10 % of technical college students visit the library to read Journals and Newspapers.

Frequency of visit:-

A question was asked about the frequency of visit to there respective libraries of technical and non technical colleges.

Table - 13: Frequency of visit the library by the students.

Frequency	Technical Colleges (8)				Non-Technical Colleges (84)						
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%
Daily	1	1	2	25	7	10	-	3	17	37	44.05
Once a week	2	2	4	50	9	1	-	1	6	17	20.25
Once a month	-	1	1	12.5	10	-	-	1	1	12	14.28
Seldom	-	1	1	12.5	13	2	-	-	3	18	21.43
Total	3	5	8	100	39	13	-	5	27	84	100

Source: Field survey

Note: Figure in parenthesis is total no. of respondents

It is evident from table 13 that maximum percentage that is 50% of students of technical collage visit the library once a week where as 20.24% of non technical college students visit the library once a week.

About 25% of technical college students visit the library and about 12.5% of technical college students visit the library once a month and same percentage of students visit the library seldom. Whereas about 21.43% of non technical college students visit the library seldom. About 45.05% of students visit the library once a week and about 14.28% of non-technical students once a month. In real sense non-technical libraries have more regular visitors than technical collage libraries in this study.

5.2 Source of information

There are various sources through which users can know about library services. The sources were classified into four categories and the students were asked about the source from which they got information about the services provided by the library.

Table - 14: Source of information about collage libraries

Source	Technical collages (8)				Non technical collages (84)						
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%
Teachers	1	1	2	25	9	7	-	1	2	19	22.62
Friends	1	2	3	37.5	21	2	-	-	14	37	44.05
Prospectus	-	1	1	12.5	-	3	-	1	-	4	4.76
Library staffs	1	1	2	25	9	1	-	3	11	24	28.57
Total	3	5	8	100%	39	13	-	5	27	84	100%

Source: Field survey

Note: Figure in parenthesis is total no. of respondents

The above table 14 shows that most of the students of technical college got the information about their libraries through friends. About for 37.5% of technical college students their source of information about their libraries were friends, about 25 % of students got the information about the libraries by teachers and same percentage of students by librarians and about 12.5% of students got the information about libraries by prospectus. Where as about 44.05% of non-technical college students their source of information about their libraries were friends, about 28.57% of students got information about libraries by librarians and library staffs, about 22.62% of students got information from teachers and more than 4% of students got information about libraries from prospectus. Thus the majority of the respondents either technical or non-technical college got information through friends.

5.3 Library collection

Adequacy of collection

A Library should have good collection of demanded books and documents to satisfy the needs of its students. To find out how far this being fulfilled by targeted college libraries of Bhaktapur district, Students were asked about the collection of libraries in terms of being 'adequate', 'fairly adequate' or 'inadequate'. Their responses have being given in Table 15

Table - 15: Adequacy of collections

Collection	Technical Colleges (8)				Non- Technical Colleges (84)							
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%	
Adequate	-	-	-	-	12	3	-	1	14	30	35.71	
Fairly adequate	2	2	4	50	21	5	-	3	10	39	46.43	
Inadequate	1	3	4	50	6	5	-	1	3	15	17.86	
Total	3	5	8	100	39	13	-	5	27	84	100	

Source: Field survey

Note: Figure in parenthesis is total no. of respondents

The above table 15 shows that 50% of technical college students were fairly satisfied with library collection and about 50% of students were not satisfied with library collection where as in non-technical college, it is seen that 35.71% of students were satisfied with library collections, about 46.43% of students were fairly satisfied and about 17.86% of students were not satisfied with library collection. According to

table 15, non-technical library have adequate collections than technical college libraries to satisfy their requirements in this study.

Methods of information search

There are various methods to find or locate the desired information from a library collection. Users seek information from collections using different methods to fulfilled their information requirements.

Table - 16: Method used by students to search the information.

Methods used	Technical Colleges (8)				Non-Technical Colleges (84)							
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%	
Consult faculty teacher		2	2	25	9	5		1	6	21	25	
Consult library staffs	2	1	3	37.5	5	1		3	16	25	29.76	
Consult Classmates	1	2	3	37.5	25	6		1	5	37	44.05	
Consult catalogue						1				1	1.19	
Total	3	5	8	100	39	13		5	27	84	100	

Source: Field survey

Note: Figure in parenthesis is total no. of respondents.

The above table 16 shows that most of the technical students consult the library staffs and classmates. About 37.5% of technical college students consult the library staffs and same percentage of students consult their classmates and about 25% of students consult faculty teachers. Where as 44.05% of non-technical college students consult their classmates, about 29.76% of students consult library staffs, about 25% of students consult faculty teachers and about 1.19% of students consult

the catalogue. Most of the college library either technical or non-technical do not have catalogue system. Thus the majority of the students consult with their classmates to search the information in this study.

Most required information sources:

A question was asked about the most required information source to student. The libraries have different types of information. They were asked to which types of information is preferred most by them.

Table - 17: Most required information sources

Source	Technical Colleges (8)				Non-technical Colleges (84)						
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%
Text books	1	3	4	50	19	5		1	10	34	40.48
Reference books	2	1	3	37.5	17	5		4	6	32	38.09
Periodicals		1	1	12.5		1			1	2	2.38
News Papers					3	2		1	10	16	19.05
Total	3	5	8	100	39	13		5	27	84	100

Source: Field survey

Note: Figure in parenthesis is total no. of respondents.

The above table 17 shows that the most required information source was text books. About 50% of technical college students use text book, about 37.5% of students required reference books and about 12.5% of students required periodicals to enhance their knowledge. Where as above table shows that 40.48% of non-technical college students used text books, about 39.09% students used reference books, about 19.05% used newspapers and more than 2% used periodicals.

Thus majority of students either technical or non-technical colleges required text books and reference books. Technical college students require more periodicals

than non-technical college. Like wish non-technical college students require Newspapers where as technical college students do not require Newspapers in this study.

5.4 Information Service.

One of main purpose of this study was to identify the users need about information source and services. Providing various services by a library and Information center should be recognized as a critical responsibility in meeting the information needs of users and prospective users. To obtain the necessary data regarding information sources and services the questions were asked to students of concerned library.

Importance of Cataloguing

Library catalogue is an effective tool for identifying and locating documents. It provides easy access to the collection of the library. A catalogue should be designed in different form i.e. author, subject, title, collaborator, serial, corporate body etc. to meet the multiple needs of its reader.⁷² A good catalogue when constructed according to some definite principles should be capable of being up-to-date. It should also be flexible to insert and withdraw entries easily as and when needed.

Table - 18(a): Information about the cataloguing:

Do you know about catalogue	Technical Colleges (8)				Non-technical Colleges (84)							
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%	
Yes	1	1	2	25	11	6		2	11	30	35.71	
No	2	4	6	75	28	7		3	16	54	64.29	
Total	3	5	8	100	39	13		5	27	84	100	

Source: Field survey

Note: Figure in parenthesis is total no. of respondents.

⁷² Dutta, D.N. An introduction to library cataloguing.-3rd edition. -Calcutta: World press, 1980.p.7.

The above table 18(a) shows that majority of students of both technical and non-technical colleges do not have knowledge about catalogue. About 25% of technical college students knew about catalogue and about 75% of students did not know about catalogue. Whereas 35.71% of non-technical college students knew about catalogue and about 64.29% did not know about catalogue. Most of the non-technical college students knew about catalogue in comparison to technical college students.

Table - 18(b): Necessity of catalogue

Necessity of catalogue	Technical Colleges (8)				Non-Technical Colleges (84)						
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%
Yes	3	5	8	100	32	13		5	21	71	84.52
No					7				6	13	15.48
Total	3	5	8	100	39	13		5	27	84	100

Source: Field survey

Note: Figure in parenthesis is total no. of respondents.

After explaining the advantage of catalogue, they realized the necessity of catalogue. This illustration is shown in above table 18(b). 100% of technical college students realized the necessity of catalogue whereas 84.52% of non-technical college students realized the necessity of catalogue and about 15.48% did not need catalogue.

Thus it can be said that library catalogue is found to be useful by majority of the students.

5.5 Loan Period:

Adequacy of loan period is essential for study of students therefore data relating to this have been collected and analyzed in the following table.

Table - 19: Satisfaction with duration of issue period.

Duration	Technical Colleges (8)				Non-technical Colleges (84)							
	NEC	KhEC	Total	%	BMC	KC	NMC	NC	SC	Total	%	
Sufficient	3	2	5	62.5	16	7		3	11	37	44.05	
Insufficient		3	3	37.5	23	6		2	16	47	55.95	
Total	3	5	8	100	39	13		5	27	84	100	

Source: Field survey

Note: Figure in parenthesis is total no. of respondents.

The above table 19 shows that 62.5% of technical college students found the loan period is sufficient and about 37.5% found insufficient. It shows that most of the technical college students were satisfied with duration of issue period. Whereas 44.05% of non-technical college students found the loan period is sufficient and about 55.95% of non-technical college students found insufficient. The majority of students of non-technical college realized that the loan period is insufficient and about 44.05% students were satisfied with load period provided by their libraries.

Among the seven college libraries of Bhaktapur district, Nepal Engineering College is more equipped and well organized library. Among technical college libraries that is Khowpa Engineering College and Nepal Engineering College, NEC is well organized and advanced library.

NEC is advanced, well organized and equipped than other technical and non-technical college libraries in Bhaktapur district. It is shown in table 20. In table 20 the [✓] mark denotes the presence and the (×) mark denotes the absence of facilities in the respected college libraries in Bhaktapur district.

Table - 20: Facilities of college libraries

Facilities	Technical College		Non-technical				
	NEC	KhEC	BMC	KC	NMC	NC	SC
Open access	✓	✓	×	×	×	×	×
Close access	×	×	✓	✓	✓	✓	✓
Computer available	✓	✓	×	✓	×	✓	×
Standard classification scheme	✓	✓	×	✓	×	×	✓
Catalogue	✓	×	×	✓	×	×	✓
Reading room	✓	✓	✓	×	×	×	✓
automation	✓	×	×	×	×	×	×

Source: Field survey

Table 20 shows that NEC technical Library is well organize & equipped library. It has been conducted in scientific way. NEC has computerized catalogue, reading room and reprography facilities where as KhEC has no catalogue system and reprography facilities in library but college provide reprography facility. Only one technical college has open access whereas other college libraries have close access but Sanothimi campus library has close access for students & staffs and open access for teachers. Most of college libraries either technical or non-technical college libraries adopt the Dewey Decimal Classification scheme.

Budget is essential in every walk of our life-national, domestic and business. A budget is prepared to have effective utilization of funds & for the realisation of objective as efficiently as possible. Budgeting is a powerful tool to the management for performing its functions efficiently. The chartered Institute of Management Accountant, England, defines a budget as "A plan quantified in monetary terms prepared & approved prior to a defined period of time usually showing planned income to be generated and or expenditure to be incurred during that period & the

capital to be incurred during that period & the capital to be employed to attain a given objective. "(73)⁷³

Table - 21: Budget obtained for 1 fiscal year

Budget Spent	Technical College Library		Non-Technical College Library				
	NEC	KHEC	BNC	KC	NMC	NC	SC
Books	2,50,000	9,00,000	50,000	2,00,000	25,000	45,000	25,000
Periodicals	1,00,000	1,29,140	-----	20,000	-----	-----	-----
Bindings	20,000	25,000	-----	10,000	-----	-----	-----

Source: Field Survey

Table 21 shows that technical libraries have enough budget. Librarian of these college libraries also said that the budget is adequate. Bhaktapur municipality provides enough budget for their colleges i.e. KhEC and KC. Whereas budget of T.U. constituent campuses have inadequate budget. The librarian of the private colleges also said that the budget to adequate.

To provided successful services a library need professional, trained manpower but most of college libraries of Bhaktapur district do not have professional & trained manpower. Both T.U. constituent college libraries that is BMC and SC have professional librarian which is shown in table 22.

Table - 22: librarian & staff

Librarians & Staffs	Technical College Library			Non-Technical College Library			
	NEC	KhEC	BMC	KC	NMC	NC	Sc
Professional	2		1				1
Semi professional	3			1			
Non-professional		4	5	5	1	2	6
Total	5	4	6	6	1	2	7

Source: Field survey

⁷³ Jain, S.P., and Narang, K.L. Cost Accounting: principle and practice.-15th ed.-New Delhi: Kalyani, 1999.p.V- 459

Table 22 shows that NEC has 2 professional librarians with Library & Information Science course and 3 staffs have library and information science training courses. Even Though KhEC is a technical library but has no professional librarian as well as trained staffs. T.U. constituent college libraries have professional librarian with Library & Information Science course but staffs are not trained persons. KC has one semi professional staff as librarian and 5 non professional staffs. Other privets library has no professional and trained manpower.

CHAPTER 6

Summary, Conclusion and Recommendation

Summary of the findings:

Based on the survey among 7 college libraries of Bhaktapur district, study has found following key point.

- The questionnaires were distributed to 120 students of 7 colleges i.e., 20% of total number of targeted students of respected college. The responses were made by 92 students of 6 colleges only which are 79.91% of distributed questionnaires.
- Of the 20% of total population, Khwopa College, Khwopa Engineering College, Nepal Engineering College, Nicholson College responded 100% following by Sanothimi 84.38% and Bhaktapur Multiple Campus 75% whereas Navadurga Multiple did not respond.
- Of the total responded about 6.37% is technical College's students while remaining 93.63% is Non-technical College's students.
- All technical and Non-technical colleges have their own library.
- Most of students i.e. 75% of technical college and 59.52% of non-technical college students visit the library in order to borrow the text books and 25% visit the library to consult reference books.
- Among the total no. of respondents of technical college 25% are regular visitors of the library while 50% are visit the library once a week. Where as 44.05% of non-technical college students visit library regularly. In real sense non-technical college libraries have more regular visitor than technical college libraries in this study.

- The main purpose of students visit the library is to borrow the text books. About 75% of technical college students visit the library to issue and return the books. About 25% respondents visit the library to consult the reference books. Where as about 59.52% of non-technical college students visit the library to borrow the text books and about 25% used reference books. Likewise about 14% used newspaper and more than 2% of students visit the library to use periodicals in non-technical colleges.
- It was found that most of respondents of both technical and non-technical colleges get information about library through friends. About 37.5% of students of technical college get information from friends, 25% of students get information about library by teachers, 25% by library staffs and more than 12% get the information about the library through prospectus. Where as about 44.05% of non-technical college students get the information about library through friends, about 28.57% of students get information by library staffs, about 22.62% of students get information from teacher and about 4.76% of students get information of library form prospectus.
- The collection of reading materials such as text book, reference books journals and newspapers as well as other reading materials seem not adequate. About 50% of technical colleges of respondents were fairly satisfied with the library collections and 50% of respondents were unsatisfied with library collection. Whereas non-technical college students, it is seen that 35.71% of students were satisfied with library collection, about 46.45% were fairly satisfied but about 17.86% of students were not satisfied with library collection.
- Either the absence of catalogue or not in use catalogue, respondents realized that catalogue is necessary for identifying and locating documents. About 75% of respondents of technical college do not know about catalogue, only 25% know about it. Whereas 64.29% of non-technical college students do not know about catalogue only 35.71% know about it. After researcher explained about catalogue they realized the necessity of catalogue.

- 100% of respondents of technical college were realized the necessity of catalogue and only 84.52% of non-technical respondents were realized the necessity of catalogue but more than 15% of students of non-technical college do not needed.
- Another important aspect of library service is duration of library hour made available to its users. Most of college libraries, technical or non-technical, opens library for more than 7 hours a day for the students as well as others users. One college library opens for 6 hours and other one college library opens for 2 hours.
- About 37.5% of technical college respondents realized the duration of library hour is insufficient and 62.5% of respondents realized sufficient. Where as 55.95% of non-technical students realized the duration of library hour is insufficient and 44.05% realized sufficient.
- 57.14% of college libraries have inadequate space. They just have one room libraries. There is no reading room facilities. About 42.86% of college libraries have reading room facilities.
- Among 7 college libraries 5 college libraries have computer facilities. Among 5 college libraries 2 are technical and 3 are non-technical libraries. They are used for creating database of collections.
- In the age of IT automation system is needed. So only one technical college library, NEC has computerized catalogue and open access system.
- Financial resource is one of the most important inputs needed for library development including the improvement of service quality. Among the 7 college libraries 3 college libraries have adequate budget where as 2 libraries have fairly adequate and 2 libraries have inadequate library budget.
- In order to provide efficient library services professional librarian, cataloguing system as well as various types of library aid equipment of modern nature are required. These facilities are yet to be developed. About 57.14% (4 college

libraries) of college libraries have librarian but have not done library course and are not trained in this discipline, only 42.86% (3 college libraries) have professional librarian.

Conclusion:

Library is an important part of higher education institution. An education institution aims are providing formal education to all who may join it. The students receive their education through class room lectures. But the books of one or more subjects taught in class rooms are simply text books which give a glimpse of the knowledge. It is just like a drop in the ocean of knowledge as such for widening the frontiers of knowledge and to attain intellectual heights a student need to read a variety of books and journals on numerous subjects which can fulfill by library.

Among the 7 college libraries of Bhaktapur district Nepal Engineering College is more equipped and well organized library. Among technical college library i.e., Khowpa Engineering College and Nepal Engineering College, NEC has organized and advanced library. According to librarian of NEC, library is moving towards automation in near future. The library has computerized catalogue. The collection of library creates into database using CDS/ISIS software package.

The technical libraries have adequate budget whereas Tribhuvan University constituent libraries do not get adequate budget. Bhaktapur municipality provides adequate budget to its college libraries. Other private college libraries have adequate budget according to librarian and library staffs. But actually it is not adequate budget. They do not have minimum requirement. The minimum requirement means, a library should have a set of a standard classification scheme books, cataloguing rules books, cutter tables, any subject headings.

The technical libraries have good facilities than non-technical libraries. NEC has good facilities in comparison to other technical as well as non-technical college libraries. Even KhEC is technical college library but it has no such facilities as NEC. Most of libraries have non-professional librarians & untrained staffs which is not fair

for the Library & Information Science degree holder. One technical college library i.e. NEC and both the TU constituent college libraries have professional librarian. Where as one technical and one non-technical college libraries have one semi-professional librarian. Most of technical and non-technical college libraries have non-professional staffs.

Recommendation

In order to help the college libraries of Bhaktapur district, certain recommendation are made here.

1. The text books are an important part of college library collection and occupy pivotal position. The finding shows the textbook are fairly adequate and students suggest to add the textbooks more. Thus library collection should be improved and expanded to meet the general as well as specific information needs of the users.
2. The students get the information about library through friends in higher percentage. So orientation class should be given to students about library facilities, rule and regulations as well as to the available source and services. The prospectus of college should be provides the brief introducing about library, source, services and rule and regulations. Presently, the prospectus just says college has library with this much collections.
3. To improve the quality and extent of sources and services regarding the user's needs, it is recommended that the present budget of TU constituent college libraries should be increased as much as possible.
4. Even KhEC is technical college but its library has no professional person. A B.A studying staff is posting in librarian as the designation of library Assistant but get the salary as 2nd class un-graduate person which is not fair for professional person. So rectification is needed as soon as possible. Other libraries which have no professional librarian, trained staff should be recruited immediately.

5. The catalogue service should be given as soon as possible because majority of students realized necessity of catalogues.
6. The library should be open access as soon as possible. The close access is a great barrier to find out pin pointed information.
7. The present staffs of library, who have no Library and Information Science degree or training class should be given training courses. Due to deficiency of trained and experienced man power the classification, cataloguing and other technical works are not yet done.
8. As the demand of time, automation system should be adopted as soon as possible.
9. The reference books and other non-issued books are read in library. So far reading such material, reading room facilities should provide as soon as possible.

Further Research:

This research is conducted in very limited scope and time. Further research could be conducted in this topic. The aspects that could be included are detail survey of students and faculties linkage variable and so on. Result of such study could be applied to other related institution.

Further research should also be conducted on college teachers' library visit behavior. It should be substantially investigated, why teacher do not care about library rule and regulation? Why teachers are not coming to lib.?

Appendix 1

QUESTIONNAIRE

1) I am intending to carry a research study on “**Academic Library of Bhaktapur district: a comparative study of technical & non-technical college library of Bhaktapur district with reference to Library service**” with implication for improvement of information services of the library. The purpose of the study is to find out your views about library services & most needed requirements & your valuable recommendations. For this reason, I would like to request you to give your valuable co-operation. The information received will be kept confidential & used for research work only, since your valued co-operation are very essential for the success of the study.

2) Please put tick mark wherever box is available & write your opinion wherever necessary.

A. Library Personnel Information

1.Name of college:

2.Address:

3.Name of librarian:

a. Post:

b. Qualification:

c. Salary:

4.Establishment year of library:

5.Number of staff in library:

a. Professional:

b. Semi-professional:

c. Non-professional:

E. Library services

Please tick mark in appropriate box (es) below.

1. The services provided by your library

Circulation services[]

Reference services[]

Reprographic services[]

Binding services[]

E-mail services[]

Internet services[]

Automation services[]

Other (please specify):

2. How many faculties are conducted in your college? Please specify.

3. Total number of students:

Non-technical college

IA 1st -

IA 2nd -

BA 1st -

BA 2nd -

BA 3rd -

MA 1st -

MA 2nd -

I Sc 1st -

I Sc 2nd -

B Sc 1st -

B Sc 2nd -

B Sc 3rd -

M Sc 1st -

M Sc 2nd -

I Com 1st -

I Com 2nd -

Technical college

B.Arch. 1st

B.Arch 2nd

B.Arch 3rd

B. Arch 4th

B. Arch 5th

B.E. Computer 1st

B.E. Computer 2nd

B.E. Computer 3rd

B.E. Computer 4th

B.E. Civil 1st

B.E. Civil 2nd

B.E. Civil 3rd

B.E. Civil 4th

B.E. (Elect. and Com.) 1st

B.E. (Elect. and Com.) 2nd

B.E. (Elect. and Com.) 3rd

B Com 1st -

B.E. (Elect. and Com.) 4th

B Com 2nd -

B.E. IT 1st

B Com 3rd -

B.E. IT 2nd

M Com 1st -

M Com 2nd -

4. Total library members:

Teacher-

Staff-

Students-

5. Total number of average visitors per day:

6. Total number of average documents issued/returned per day:

7. Library hours in

Winter from ____ am to ____ pm

Summer from ____ am to ____ pm

8. How many number of books can be issued by a reader for how many days?

a. Teacher ____ books for ____ day(s)

b. Staff ____ books for ____ day(s)

c. Student ____ books for ____ day(s)

9. Does the library organize any program(s)?

YES []

NO []

10. If yes what program(s) are offered?

Displays []

Exhibition []

Public speaking []

Seminar []

Conference []

Other activities (please specify):

11. Does the library have computer?

YES []

NO []

12. If yes, for what purpose the computers are being used?

Database creation []

E-mail []

Internet []

Other Purpose []

13. Mention the name of software for database creation:

14. Does the library provide photocopy facility?

YES []

NO []

15. Which of the following equipments does your library have?

Record player []

CD player []

Video camera []

Video monitor []

Overhead projector []

Photographic camera []

Computer for students []

Other equipments (please notify):

16. If the library has audio-video material(s) then mention that material(s).

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

17. Does the library provide any of following material to students?

Globes []

Maps & Atlases []

Photographs []

Natural specimens []

Posters []

Games []

Signature of librarian

Date

Thank you for your contribution

Appendix 2

QUESTIONNAIRE

1) I am intending to carry a research study on “**Academic Library of Bhaktapur district: a comparative study of technical & non-technical college library of Bhaktapur district with reference to Library service**” with implication for improvement of information services of the library. The purpose of the study is to find out your views about library services & most needed requirements & your valuable recommendations. For this reason, I would like to request you to give your valuable co-operation. The information received will be kept confidential & used for research work only, since your valued co-operation are very essential for the success of the study.

2) Please put tick mark wherever box is available [] & write your opinion wherever necessary.

A. Personal information:

1. Name:
2. Campus name:
3. Sex: Male[] Female[]
4. Address:

B. Library use:

1. Are you a member of your campus library?
YES [] NO []
2. For what purpose do you visit library?
 - a. To borrow text book []
 - b. To consult reference book []
 - c. To read journals []
 - d. To read newspaper []
3. How often do you visit the library?
 - a. Daily []

8. If yes, for what purpose the computers are being used?

- a. To search the information [] c. E-mail []
b. To create databases [] d. Internet []

D. Information services:

1. By which tools do you search information in your library?

- a. Title of book [] c. Subject []
b. Author [] d. All of the above []

2. Do you get the document in time?

- YES [] NO []

3. If no, then why?

- a. Insufficient document []
b. Staff biasness []
c. Students do not return book in time []
d. All of the above []

4. Duration of issuing time of library is sufficient?

- YES [] NO []

5. If no, how long do you need?

- a. 10 days [] c. 1 month []
b. 15 days [] d. [] month(s)

6. Do you know about library catalogue?

YES [] (then answer Q.7)

NO [] (then answer Q.8)

7. If yes, do you think library catalogue is necessary for your library?

- YES [] NO []

8. By using the library catalogue you can search your desired information/book yourself easily & quickly. Unfortunately if you forget the title of the book, you can get the book by author or subject or vice-verse.

So, do you think it is necessary for your library?

YES []

NO []

9. What equipment is available in your library? Please tick the appropriate box (es) below.

Record player [], video camera [], video monitor [], overhead projector [], CD player [], Photographic camera []

10. Does your library have following audio video collection? Please tick the appropriate box(es) below:

Transparencies [], slides [], filmstrips [], cassettes [], CD [], video films [], other audiovisual items []

11. Does the library provide any of the following materials:

Globes [], maps & atlases [], photographs [], natural specimens [], posters [], games []

12. Do you know about rules & regulation of your library?

Yes [], No [], if no, please answer Q.no.13

13. In your view, which are following rules of your library? Please tick the appropriate box(es) below:

Do not tear books [], Book should be kept clean & tidy [],

Return books in time [], Please be silent in library [],

If a book is tore up, it should be replaced by new ones or pay thrice times cost of book [],

Before leaving library with issued book, book should be carefully checked by student otherwise students themselves should be responsible for damage []

14. Are you satisfied with all present services?

YES [],

NO []

15. Do you use other libraries beside your college library?

YES [], NO [] if yes, which are those:

1.

2.

3.

16. Do you have any suggestions to improve the library service?

Please tick appropriate box(es) below & also your comments are highly appreciated.

To add more text book []

To add more computer []

To add more spaces []

To add more staff []

Thank you for your contribution

Appendix 3

CURRICULUM - VITAE

1. NAME : **DIPTA KARMACHARYA**
(MASKEY)
2. DATE OF BIRTH : 2018/11/11 B.S. 1962 march 24
3. ADDRESS : Mooldhoka - 4,
Bhaktapur municipality
- TEL : 6610565
- E-MAIL : maskeydipta@yahoo.com
4. MARITAL STATUS : Married
5. LANGUAGE : Nepali, Newari, Hindi & English
6. RELIGION : Hindu
7. ACADEMIC QUALIFICATION : B.Sc., B.lib.Sc
8. WORKING EXPERIENCES : Quality Control, Indreni Soyabean
Industries and Teacher, GESS,
Bhaktapur
9. DESIGNATION : Librarian of Sanothimi Campus T.U.
Bhaktapur, Nepal

Appendix 4

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Appendix 5

PHOTO GALLERY

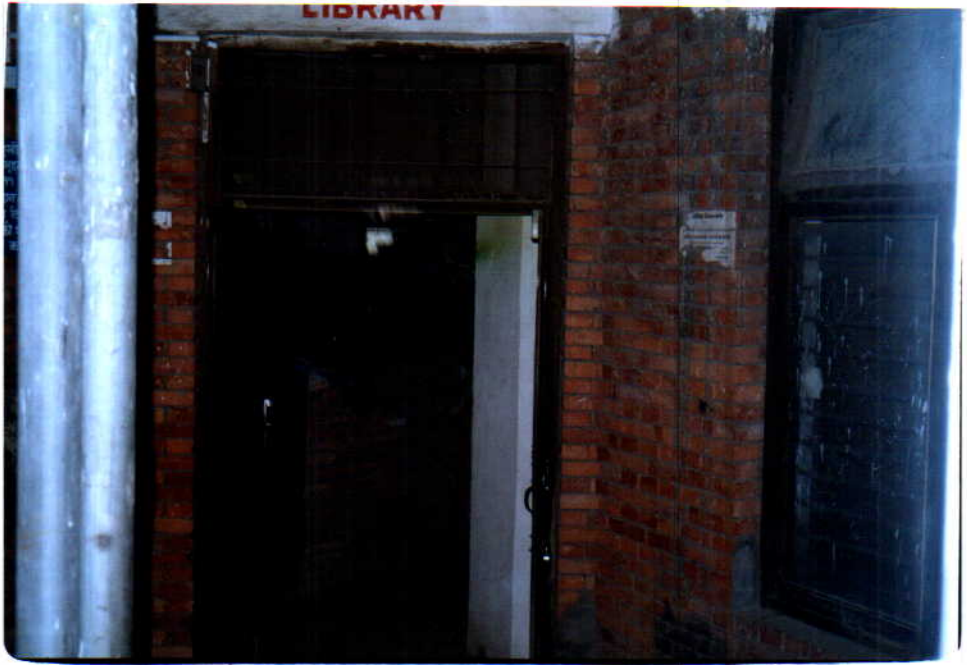
BHAKTAPUR MULTIPLE CAMPU8



Campus Board



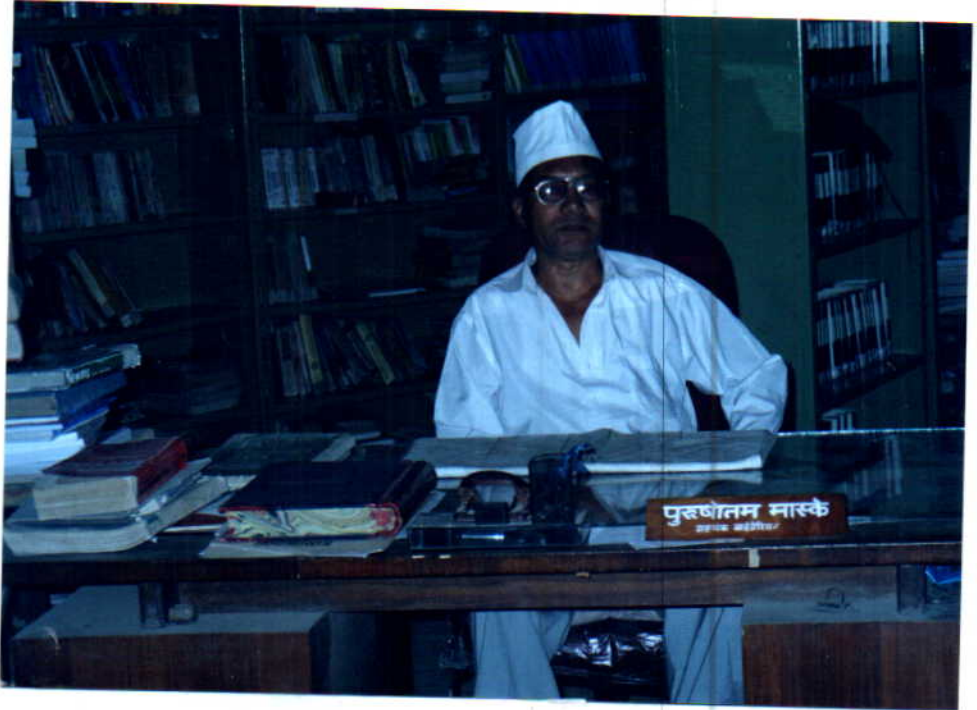
Library Building



Library Gate



Stack Room



Librarian



Reading Room

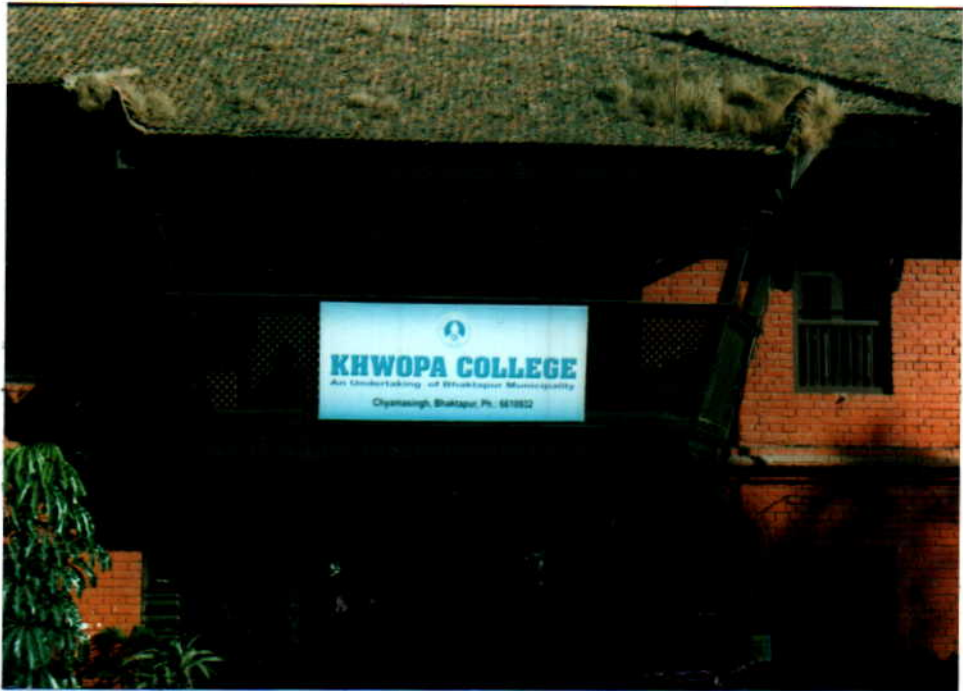


Researcher Surveyed the Library



Circulation Deşk

KHWOPA COLLEGE



Campus Board



Researcher interviewed with Librarian

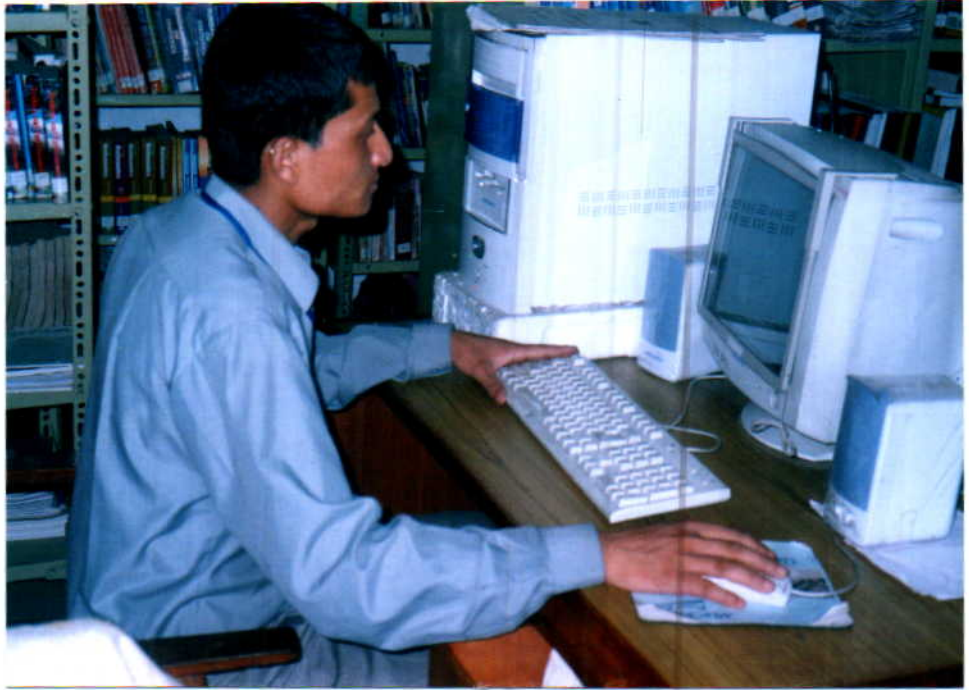


College Building



Library Building

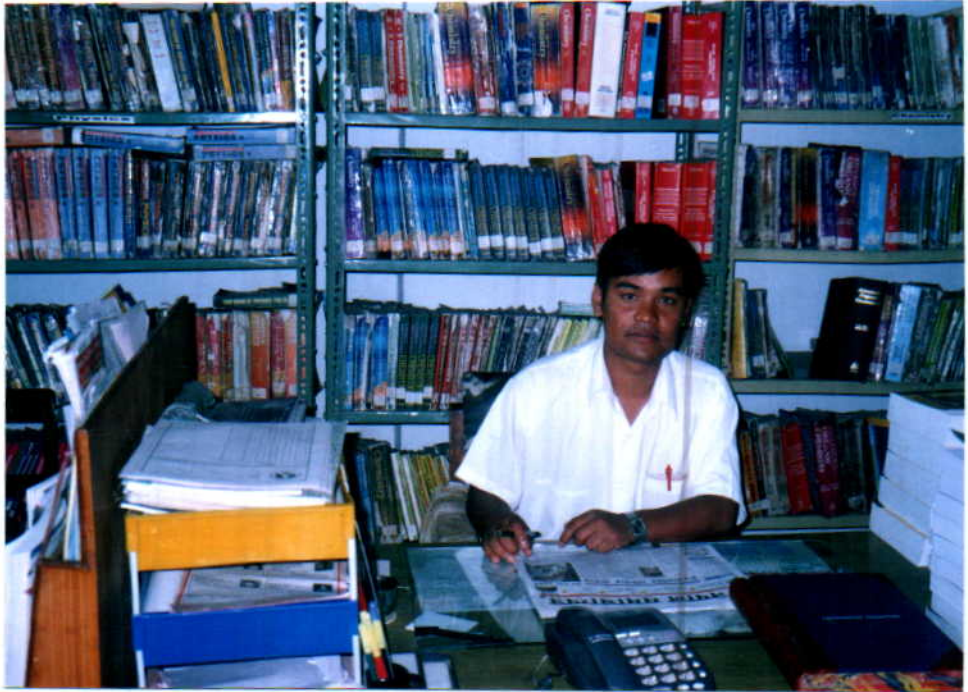




Library Staff Entering Data



Reading Room

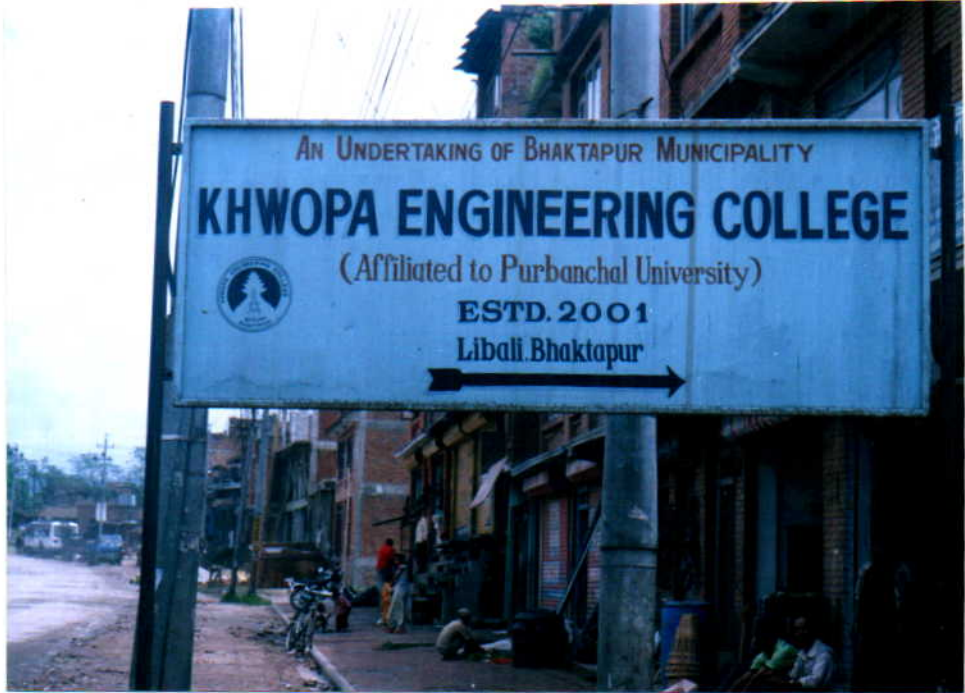


Librarian



Stack Room & Periodical Display Rack

KHWOPA ENGINEERING COLLEGE



College Board



College Building



Researcher Visited to College



Circulation Desk



Stack Room



Stack Room



Reading Room



Reading Room



Librarian



Stack Room

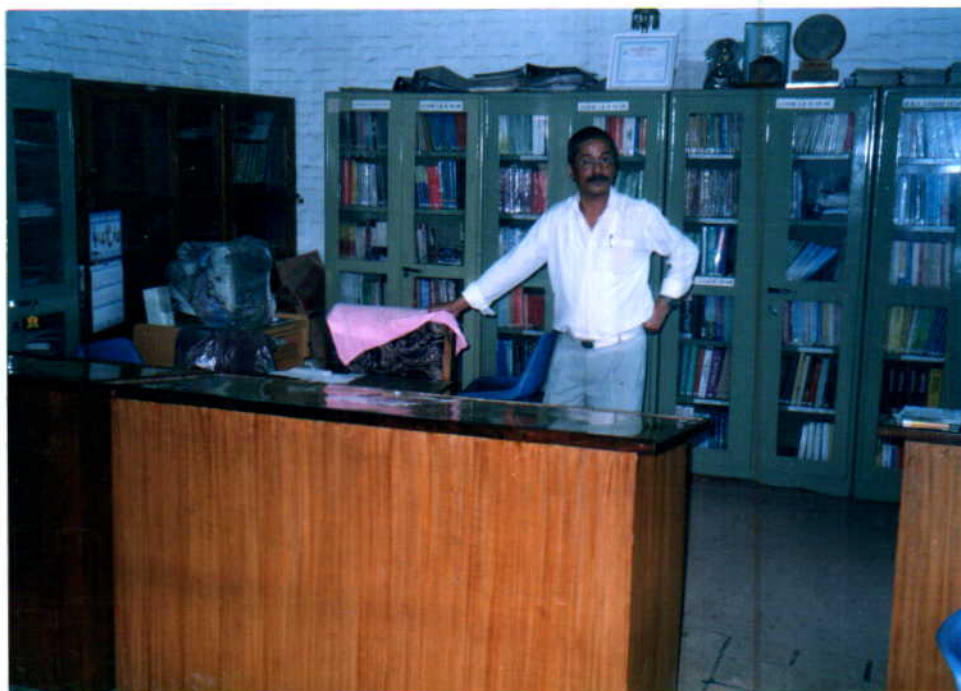
NAVADURGA MULTIPLE CAMPUS



Campus Building



Library Room



Stack Room



Circulation Desk

NEPAL ENGINEERING COLLEGE



Compound of College



Library Building



Researcher interviewed with Librarian



Stack Room



NICHOLSON COLLEGE



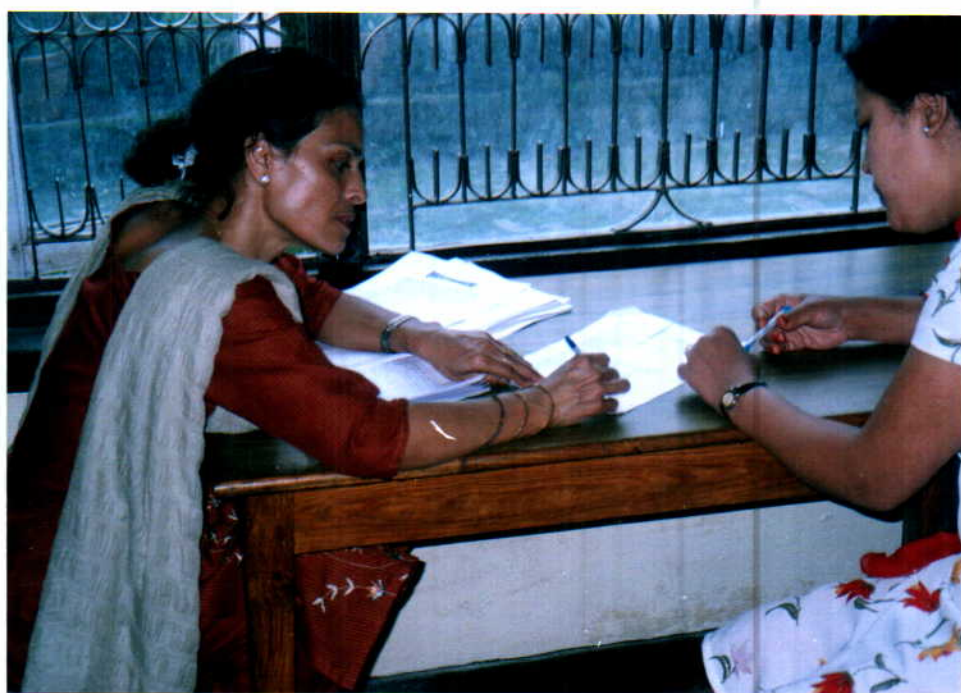
College Building



Library Room



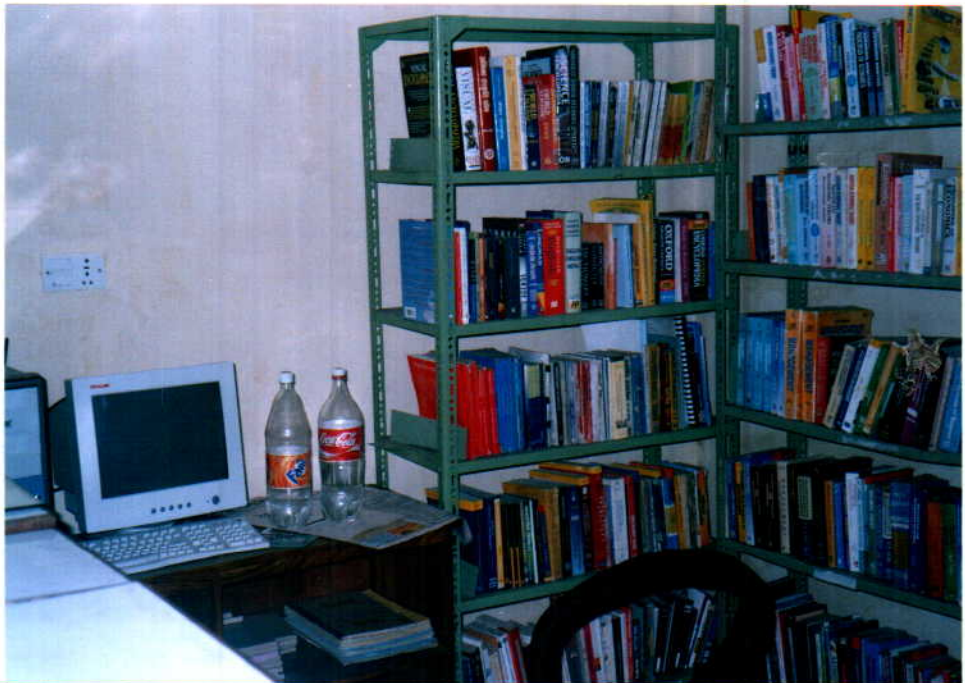
Stack Room



Researcher Discussed with Library Staff



Circulation Desk



Library with Computer

SANOYHIMI CAMPUS



Campus Gate



Reading Room



Stack Room



Circulation Desk



Researcher Collected Data



Stack Room



Reference Section



Reference Room



Librarian



Stack Room

SAFUD KOTHA



The Historical Building of Safu Kotna