COLLECTION MANAGEMENT PRACTICES AMONG LIBRARIANS IN HIGHER INSTITUTIONS IN EKITI STATE

Folashade, Precious Ojo
Afe Babalola University, Ado Ekiti,
Ekiti State, Nigeria
folashadeojo@abuad.edu.ng

Abstract

This study examines collection management practice among librarians in higher institution libraries in Ekiti State. The objective of the study is to find out the prevalent collection management practices among librarians in higher institutions in Ekiti State. The study adopted a descriptive survey research design. The study population consists of 84 librarians in higher institution libraries in Ekiti State. The data collected in this study was analysed using descriptive statistics such as simple percentages, mean, and standard deviations to analyse the research questions and demographic data. The findings of this study showed that acquisition was the most prevalent collection management practices existing in libraries in higher institutions in Ekiti State; followed byselection and collection development policy, while weeding was the least.The study concluded that despite existing measures promoting collection management practices, there is considerable room for improvement.

Keywords: Library, Collection Management Practices, Collection development policy

Introduction

Every library's aim is to meet its users' information needs by providing a variety of information resources on which they can base their decisions. As a result, information resources are incredibly significant because without them, no library can work optimally. Thus, the accumulation of information resources in any library necessitates careful design. (Emasealu 2021).

Collection management procedures refer to the systematic planning of library collections, which includes operations such as selection, acquisition, appraisal, ordering, and weeding. It is the systematic creation of a library collection based on meaningful data rather than subjective preferences. This implies that collection development cannot be done based on the librarian's whims and caprices, but rather with due respect for the library's mission as drawn from the aims of its parent institution. In the course of selecting, assessing, acquiring, weeding, or planning any activity that will (Okogwu &Ekere2018).

Collection management processes comprise a series of complex actions that are interconnected to achieve the goal of effective collection building in libraries. In this context, collection management techniques in academic libraries involve the following activities or components: collection development policy (CDP), user needs assessment, selection, acquisition, collection evaluation, weeding, and collection preservation. Collection development policies provide a chance to organise, plan, regulate, lead, and apply standards for library collection building tasks. The Collection Development Policy helps to preserve collection standards by guiding to avoid duplication of copies of books or any resources throughout the selection process. Furthermore, a thorough Collection Development Policy should be capable of performing the following: provide practical guidance in day-to-day selection of reading material free of personal bias, helps in determining the best method of acquisition, supports and assists in justifying the selection of a collection, and finally, acts as a rational guide for budget allocation and also helps in long-term budget planning by stating priorities and outlining growth and development goals. (Anthony & Atanda, 2018).

Another important aspect of collection development technique is assessing the needs of users. In fact, it has long been established that the primary purpose of higher institution libraries is to meet the information demands of its users. Because of the tremendous importance of users in libraries, librarians have realised over time that an effective collection must be established with a firm understanding of its users' information needs. As a result, the collection development practice's

selection and acquisition phases are guided by a proper assessment of user needs. As the first and most important step in the acquisition process, selection is useful in guiding staff in selecting and de-selecting print and electronic resources with minimal personal bias, identifying gaps in collection building responsibilities, ensuring continuity and consistency in selection and revision, clarifying the purpose and scope of collections, evaluating selection decisions, and providing a training tool for new staff. It allows individual selection decisions to be justified on a consistent basis. Another important process in collection development practice is weeding and preservation (Benjamin et al2020).

Weeding and preservation are two more notable collection development strategies used in tertiary institution libraries. These two tasks are linked because they complement one other in producing a vivid collection. Weeding, which is primarily motivated by space constraints, aims to eliminate old and irrelevant materials, as well as duplicate copies. The activity also tries to discover materials in poor physical condition for removal. Library resources decay in phases, either because they are heavily utilized or because they are laying idle on the shelf, thereby gathering dust or becoming mouldy. In either instance, the materials are removed off the shelf and stored or disposed of. As a result, weeding or preservation is required for severely used items submitted to the bindery for repair or reformatting. Weeding and preservation therefore combine to provide the library a pleasing appearance while also improving collection utilization because things are easily accessible on the shelves. In this method, user pleasure is guaranteed. Finally, to complete the cycle of collection development practice, evaluation of collection procedures, both internally and externally, is critical in achieving user expectations. Despite the significance of collection management practice in academic libraries in tertiary institutions, there appear to be an increasing number of problems preventing the correct practice of collection development in tertiary universities. Limited financial support, high user demand, rapid technological change, a lack of collection development policy, a lack of equipment and facilities, and insufficient library space are all issues impeding collection development practice in Africa (Khan, & Bhatti, 2016).

Objectives of the Study

The objective of the study is to identify the prevalent collection management practices existing among librarians inhigher institutions in Ekiti State.

Research Question

What are the prevalent collection management practices existing in libraries in higher institutions in Ekiti state?

Literature Review

Collection Management Practices

The basic goal of any type of library is to provide information materials that are both reliable and relevant to the individual user. The level of satisfaction experienced by library clientele is a function of the richness, relevance and usefulness of the collection on offer in the library. In libraries, this can only be accomplished with living and growing collections. Library collections refer to the carefully selected, acquired, organized and disseminated information materials. The collection of a contemporary library is usually made up of types of documents which can be broadly categorized as print and electronic resources. Print resources include books, magazines and serials, government publications, theses and dissertations, research reports, yearly reviews, conference proceedings, pamphlets, standards and specifications, patents, trade literature, maps, atlases, and globes, among other things. These are augmented by electronic information resources (Patel 2020).

Sasikala et.al (2020) defined Collection management as the systematic planning of a library's collections, which includes tasks like selection, acquisition, appraisal, ordering, and weeding of information resources. It is the systematic creation of a library collection based on meaningful data rather than subjective preferences. This implies that collection management cannot be done just on the librarian's whims and caprices, but rather with full respect for the library's mission as drawn from the aims of its parent institution. In the course of selecting and reviewing collections, the library's mission must always serve as the blueprint for all selection activities. The nature of information resources selected and acquired by the library should be able to mirror the nature of the users' information demands and generally the overall mission of the library.

Collection management is defined as the process through which a library's information resources are expanded and upgraded on both a qualitative and quantitative level. It is a term that is frequently used in libraries to denote the process by which a library accumulates a variety of relevant information resources essential to meet user demands. This area of

activity is responsible for the selection and procurement of information materials that enable librarians and information specialists to carry out their numerous responsibilities to users efficiently. Thus, collection management practices comprise completing community analysis, formulating an acquisition policy, acquiring, weeding, and reviewing the collection (Obidike2016).

Okogwu, & Ekere, (2018) opined that to meet the demands of the user community, a collection management system must follow a number of stages and rules that are typically in accordance with the services provided by a library and the aims of the parent institution. Typically, the acquisition process attempts to improve the quality of library collections and is carried out by library professionals to meet the diverse information demands of users. Collection administration includes all library tasks such as selection, ordering, payment, resource sharing, and weeding. It is the methodical creation of a library collection affected by useful data. It is a procedure that comprises examining the strengths and flaws of a plan in order to remedy its weaknesses and increase its strengths. Collection management is the process of selecting, acquiring, and processing library content in various formats while considering users' current and future information demands. Collection development also includes the selection and deselection of current and retroactive resources, the formulation of coherent strategies for ongoing acquisition, and the evaluation of collections to determine the extent to which they can satisfy the information needs of users (Umoh et al. 2021).

Collection management is a critical activity that requires careful planning and a well-defined strategy; it is a necessary step in the creation and maintenance of the library collection. The process is present in all sorts of libraries, regardless of size. It is thought that the goal of collection development is to ensure that the library's mission is met, to create a repository or gateway to information for scholars today, and to capture the intellectual heritage of the current culture in order to meet the future information needs of learners and thinkers. Collection management in libraries, therefore, entails a healthy and rich offering of information resources that would not only suit the demands of present users but would go a long way in serving the needs of future users. A collection development policy is a written statement of the principles that guide a library operations and, when correctly expressed, can serve as a day-to-day working tool that offers the necessary guidelines to carry out collection development activities. To do this, a collection development policy is required to ensure consistency in a system's collection development. It provides as a

standard for selecting, purchasing, reviewing, and weeding the information resources that make up a library collection. Collection development policy is thus useful for: creating a collection and goals when planning the collection, serving as an evaluation tool for measuring the collection, serving as a guideline to staff when engaging in collection development activities, and providing valuable information to those wishing to learn more about a library's collection development structure. In essence, the collection development policy is an instrument designed to define standards for library collections. Selection is the process of choosing from a wide range of options, some of the information resources that can be added to the library collection. The selection process is important due to various factors. The library is aware that there are always certain users who require each material; there are some information resources that may be contentious, uneconomical or simply out of sync with the library objectives (Igiamoh &Duro, 2012). Selection decisions are therefore made without regard for predicted approval or disapproval, but rather on the merits of the title in terms of extending the collection and satisfying user interests. Selection is the process of selecting the appropriate library content to meet a user's requirements. Selection is also the process of selecting from a vast pool of information resources those contents that best meet the client's information needs Anthony &Atanda, (2019).

Weeding becomes necessary due to the fact that academic programs are often phased out when the curriculum changes and new ones are introduced. In addition, as the school year progresses, so, too, will the library's collection. However, many librarians are often at a loss in deciding what to get rid of from their beloved collection. Indeed, librarians are often regarded as hoarders who are typically reluctant to let go of any information resource. Generally, librarians unanimous that is necessary to periodically remove items from a collection is but that does not make the process any less difficult[77]. When it comes to weeding, collection development policy is often disregarded. It is however a necessary procedure as access to appropriate library resources is made easier when obsolete or out of use materials are weeded from the collection. There is only so much room in a library that can be dedicated to storing its resources Emasealu (2020).

Frempong-Kore (2021)studied the collection development practices in academic libraries of the country by focusing on the importance attached to collection development policies in many private university libraries in Ghana. The study population which was qualitative in nature includes librarians from Maranatha University College and Ghana Christian

University College. To gather information from the staff of the two libraries, a self-designed interview schedule was used. Two (2) head of libraries who are all professionals and four (4) paraprofessional librarians participated in the study. The face-to-face interview approach was utilized to collect data for this study, and the data were analyzed using content analysis. The interviews were audio-recorded and then transcribed using the primary topics as a guide. While both GCUC and MUC have CDPs, the policies have not been reviewed since their introduction. Additionally, findings indicated that, while collection development policies are present in these libraries, they do not play a significant role in acquisition. Both MUC and GCUC were encouraged to make a concerted effort to apply the policy to steer acquisitions. This lack of collection development policy is a major shortcoming, as it has been reported that the existence of collection development policy in academic libraries is the anchor that guides and directs collection development activities by assisting in the selection and acquisition processes of resources into the library.

Ajayi (2021)conducted a study to determine the collection developments in Nigerian private universities. The study adopted a qualitative research methodology which necessitated the use of Key Informant Interview to collect data from a population of librarian across thirtyone (31) private University libraries in the country. The focus of the study was university librarians and acquisition librarians in the libraries. The data collected from the key information was analyzed using content analysis. The result showed that all of the libraries (100%) take requests and suggestions from users into consideration in determining what to acquire. In addition to this, the librarians also carry out community analysis by sampling opinions of the users (52%), and sending memos to various departments (48%). This shows that they do go to great extent to involve users in selection of material. Their mode of acquisition is also diverse. The study reported that all of the universities (100%) acquire majority of their information resources through direct purchases. These purchases are conducted through book vendors (100%); direct purchases from publishers and authors (71%). Some of the libraries also acquire information materials through donation and gifts (50%) and information resources sourced from various lecturers (12%). Another key collection development practice is collection development policy. The study reported that 74% of the libraries have a written collection development policy while the remaining (26%) do not have a documented collection development policy. The study also investigated the practice of weeding obsolete resources.

A study on the impact of collection development polices on users' satisfaction in academic libraries in South-South Nigeria indicates that, while a large proportion of librarians (54%) view a formal collection development policy as a significant factor in achieving users; satisfaction, those who did not see it that way (46%) are still significant. In addition to this, majority of the librarians (57%) believe that collection development policy is directly linked to the growth and development of the library while 43% of them think this is not the case. The large majority who are skeptical about the role of collection development policy in effective collection management should be a cause of concern. The reason is that when these people are charged with collection development policies, they may not follow proper protocol. Umoh (2021).

Discussion of Findings

What are the prevalent collection management practices existingin libraries in higher institutions in Ekiti State?

Table 4.4: Descriptive Analysis of Responses on Collection Management Practices in Higher Institutions' Libraries

Question items	VGE	GE	LE	VLE	Mean	Std. Dev.
Collection development policy I am guided always by a collection development policy when performing my collection development function	23 (27.4%)	50 (59.5%)	11 (13.1%)	0 (0.0%)	3.14	0.62
The collection development policy of my library covers policy on collection evaluation	5 (6.0%)	23 (27.4%)	33 (39.3%)	23 (27.4%)	2.12	0.88

The collection development policy is reviewed periodically	5 (6.0%)	32 (38.1%)	47 (56.0%)	0 (0.0%)	2.50	0.61
Weighted mean					**2.59**	
Collection selection practice						
Acquisition librarians in my library often use various selection tools to select the latest information resources	3 (3.6%)	42 (50.0%)	39 (46.4%)	0 (0.0%)	2.57	0.56
Acquisition librarians in my library check various publishers' catalogues to select the relevant materials	3 (3.6%)	65 (77.4%)	16 (19.0%)	0 (0.0%)	2.85	0.45
Acquisition librarians in my library will not just buy from one vendor without consulting other vendors	26 (31.0%)	42 (50.0%)	16 (19.0%)	0 (0.0%)	3.12	0.70
Weighted mean					**2.85**	
Collection acquisition						
My library acquires information resources through direct purchase	50 (59.5%)	23 (27.4%)	11 (13.1%)	0 (0.0%)	3.46	0.72
My library acquires information resources through direct gifts and donations	50 (59.5%)	34 (40.5%)	0 (0.0%)	0 (0.0%)	3.60	0.49
My library acquires information	23 (27.4%)	39 (46.4%)	11 (13.1%)	11 (13.1%)	2.88	0.96

resources through direct bequeath					**3.31**	

Weeding

Information resources that are no longer relevant can be weeded by any librarian.	57 (67.9%)	27 (32.1%)	0 (0.0%)	0 (0.0%)	2.36	0.94
There is a guideline to determine which information can be weeded from my library	5 (6.0%)	34 (40.5%)	22 (26.2%)	23 (27.4%)	2.25	0.93
The procedure for weeding of obsolete materials is clear and well documented	5 (6.0%)	39 (46.4%)	37 (44.0%)	3 (3.6%)	2.55	0.67
Weighted mean					**2.39**	

Decision rule: 1.00-1.49=Very low, 1.50-2.49=Low, 2.50–3.49=High, 3.50-4.00=Very high

Key: Very great extent (VGE), Great extent (GE), Low extent (LE), Very low extent (VLE)
Source: Field Survey, 2024

Discussion of Findings

The finding of this study revealed that acquisition was the most prevalent collection management practices existing in libraries in higher institutions in Ekiti State; followed by selection and collection development policy, while weeding was the least. This was established through the overall results regarding collection management practices which revealed that acquisition had the highest weighted mean, followed by selection, collection development policy and weeding respectively. The respondents' responses on collection development policy indicated that it was high. This was further established through responses of which they indicated great extent on how they were guided always by a collection development policy when performing their collection development function. Moreover, majority of the respondents indicated great extent on how the collection development policy

of their libraries cover policy on collection evaluation. However, low extent was indicated on how the collection development policy is reviewed periodically. Furthermore, the respondents' responses about selection was high based on obtained mean. It was further established that many of the respondents indicated great extent on the fact that acquisition librarians in their libraries often use various selection tools to select the latest information resources. Moreover, most of the respondents indicated great extent on the fact that acquisition librarians in their libraries check various publishers' catalogues to select the relevant materials. Additionally, many of the respondents indicated great extent on the fact that acquisition librarians in their libraries will not just buy from one vendor without consulting other vendors.

The respondents' responses about acquisition shows that it was high based on the obtained mean of 3.31. This was further revealed through the respondent's responses of which most of the respondents indicated very great extent that their libraries acquire information resources through direct purchase. Likewise, most of the respondents indicated very great extent that their libraries acquire information resources through direct gifts and donations. In addition, many of the respondents indicated great extent on the fact that their libraries acquire information resources through direct bequeath. The respondents' responses about weeding shows that it was high based on the obtained mean of 2.39 that was obtained. Equally, most of the respondents indicated that to very great extent information resources that are no longer relevant can be weeded by any librarian. Moreover, some of the respondents indicated that to great extent there is a guideline to determine which information could be weeded from their libraries. Also, some of the respondents indicated that to great extent on the procedure for weeding of obsolete materials is clear and well documented.

The finding of this study on collection management practices as well as selection and collection development policy as the most prevalent collection management practices existing in libraries in higher institutions in Ekiti State is in line with the finding of a previous study carried out by Ajayi etal (2021)which revealed that collection development practices in private university libraries can be regarded as highly professional and methodical through collection development policy. It was further established in the previous study that involvement of users, in the collection process, the formulation of written collection development policy in the libraries show a high level of professionalism. On the other hand, the finding is in contrast to a previous study which stated that the large majority who are

skeptical about the role of collection development policy in effective collection management as a cause of concern. On the other hand, the finding is in contrast to a study by Umoh (2021) which stated that the large majority are skeptical about the role of collection development policy in effective collection management is a cause of concern.

Conclusion

It was concluded that acquisition was the most prevalent collection management practices existing in libraries in higher institutions in Ekiti State; followed by selection and collection development policy, while weeding was the least.

Recommendations

Based on the findings of this study, this recommendation was made:

> The management of higher institutions in Ekiti State should create enabling environment for the librarians to improve on their level of collection management practices existing in their respective libraries. This to ensure that they intensified efforts on their present level of collection management practices; specifically, on weeding.

References

Ajayi F.F., Oketunji I., Adetayo A.J., &Oyeniyi W.O, *Ownership structure and collection development practices in private university libraries in South-West, Nigeria*. **Library Philosophy and Practice**, 2021. pp.1-23.

Anthony E.U. & Atanda L.A *Collection development as a panacea for promoting effective use of library resources in academic libraries.* **Research Journal of Library and Information Science**, *2 (4), 39-52. Retrieved from*
https://www.sryahwapublications.com/research-journal-of-library-andinformationscience/pdf/v2-i4/6.pdf. 2018

Benjamin K.,Keck A., Stephens M.K. ,&Spomer M., *Defining balances in collection development policies*. **Atla Summary of Proceedings**, 2020. pp.90-111.

Emasealu H.U. *Collection development policy and utilization of information resources in academic libraries in Rivers State, Nigeria* **Library and Information Perspectives**

and Research, 3(2), 1 – 11, 2021 ISSN: 2672-5886 (Print) 2672-5894 (Online) Available online at credencepressltd.com 10.47524/lipr.v3i2.2

Ajayi, F.F. Oketunji I., Adetayo A.J, &Oyeniyi W.O., *Ownership structure and collection development practices in private university libraries in South-West, Nigeria.* **Library Philosophy and Practice**, 2021. pp.1-23.

Frempong-Kore A., *The relevance of collection development policy in the collection development of Maranatha University College and Ghana Christian University College Libraries.* **Library Philosophy and Practice**, 2021. pp.1-26.

IFLA., 2022. *Key issues for e-resources collection development: a guide for libraries*, Retrievedfromhttp://www.ifla.org/files/acquisitioncollectiondevelopment/publications/key%20Issues%20for%

Igiamoh V.E., &Duro M., *Electronic resources collection development practices in libraries in Nigeria.* **Nigerbiblios,** 23 (1&2), 84-93. 2012

Khan G., &Bhatti R., *An analysis of collection development in the university libraries of Pakistan.***Collection Building**. 2016.

Mansur S.*E-resources collection development in engineering college libraries: a challenge for knowledge center managers.***International Journal of Digital Library Services,**2(1),166177Retrievedfrom.http://www.academiaa.ed/11968640/_Eresources_Management_at_theEngineering_c ollege_library. 2012

Obidike N.A., "*Strategies for enhancing electronic collection development in selected university libraries in South East Nigeria.*" **PhD dissertation**., 2016.

Okogwu F.I. &Ekere F.C.*Collection development policies of electronic resources in university libraries in Southeast Nigeria.& quot*; Library Philosophy and Practice (ejournal). 1758. https://digitalcommons.unl.edu/libphilprac/1758 2018

Patel S., *Collection development practices in academic libraries in Tanzania. **Journal of Librarianship and information science***, 52(4), 2020. pp.1152-1168.

Sasikala C., Nagaratnamani G., &Dhanraju V., *Pattern of collection development in academic libraries in Andhra Pradesh: A study. **IOSR Journal of Humanities and Social Science (IOSR-JHSS), 19(2), 2014.pp.05-18.*** 2020

Umoh M.S. , Effiom A.P., & Igaja M.N., *Collection development policy on library resources and users in university libraries in South-South Geo-political zone of Nigeria.***Global Journal of Educational Research**, *20*(2), 2021. pp.173-179.