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Collection Development in NISTADS Library

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Abstract

This paper describes the collection development program in National Institute of Science, Technology and Development Studies (NISTADS) library. The library had good financial support but it could not meet all the requirement of its user community due to the exponential growth of literature, rising price of books and periodicals and shortage of space. An appropriate collection development plan was developed by resource sharing with outside libraries and making use of available information technology.

1. INTRODUCTION

Special libraries these days, face specific challenges owing to exponential growth in publishing, increasing cost of publications, increasing user demands, budget constraints, space shortages, etc. In view of these factors collection development policy for the selection and acquisition of literature becomes very important besides efficient techniques of storage and retrieval, maintenance (including, care and repair of publications, occasional weeding out programs), inter-library cooperation, and reprographic services. Finance is the most important deciding factor in the selection of literature. No library is likely to have funds to buy everything published or even to buy all the most worthwhile publications. Hence the greatest care is to be exercised in spending the funds available for acquisition of literature. The principal library collection for most scientific and technical libraries are of books including society publications, periodicals, standards, patents, reprints, trade literature, maps, translations, microfilms, etc.

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2. NISTADS AND ITS LIBRARY

The Council of Scientific and Industrial Research (CSIR), realising the need for well thought out science policy inputs into the national planning process, constituted in 1974 the Centre for the Study of Science, Technology and Development (CSSTD). This centre was subsequently given the status of an autonomous institute of CSIR and renamed as the National Institute of Science, Technology and Development Studies (NISTADS) in 1981. In 1982, the Centre for Management Development (CMD), which was till then working as a part of CSIR Headquarters, was also merged with NISTADS. Science and Technology (S&T) is being increasingly recognised as instrument of change and for achieving a set of socio-economic and political objectives. In this context, several crucial problems and policy issues of S&T and its interface with the society need to be analysed. The understanding of these problems requires long-term perspective and multi-disciplinary approach involving analytical tools and techniques on the one hand and a broad spectrum of economic, social, historical and

cultural dimensions of S&T on the other. The Institute's research programs thus cover various facets of the interactive processes of the science technology society development nexus–broadly called Science and Technology Studies (STS).

The main objectives of NISTADS are:

(a) To carry out research in the areas of science, technology and society (STS).

(b) To provide consultancy services and undertake sponsored research and commissioned studies for international and national agencies, central and local government bodies, industries and other organisations concerned with policy formulation, planning and management of science and technology.

(c) To provide training to scholars and functionaries from India and other developing countries in the areas of Institute's specialisation.

(d) To undertake cooperative research projects and provide research opportunities to scholars through various schemes.

(e) To add to general fund of knowledge in STS through publications, seminars, conferences, lectures, etc.

(f) Information dissemination in its areas of specialisation.

Being a multi-disciplinary organisation the institute considered it essential to build up a viable information system to meet the information needs of researchers both in India and other developing countries. Therefore, at the time of inception, the CSSTD established an information unit which formed the campus of NISTADS library since 1980.

The basic collection of any special library consists of reference books like encyclopaedias, dictionaries, handbooks, directories, etc.–(documents vital to the subject of specialisation of the library) scholarly journals and reports. NISTADS library which may be referred as a socio-scientific library and is different from other S&T libraries in some respects. For instance in a S&T library, books, journals and reports on a specific discipline are required but since NISTADS works in multidisciplinary/ interdisciplinary research activities, the collection is built around the following major themes:

- Technological and social change,
- S&T indicators and scientometrics,
- Resource planning and utilisation for regional development,
- Studies for CSIR,
- Mathematical modelling for science and technology studies,
- Sociology of science,
- Information systems and S&T archival resources,
- History and philosophy of science, and
- Public attitude towards understanding of science.

The present budget of the library is Rs. 24 lakhs, and is managed by staff of six persons consisting of a librarian and five professional staff.

Dr SR Ranganathan's, famous fifth law of library science 'library is a growing organism', has proved true at NISTADS. The library started with a small collection of books transferred from CSIR headquarter's library and in the initial years, sustained on gifts and exchange of documents. From the year 1982, it started getting regular budget. The budget of NISTADS library has been increasing every year and increase in the budget has resulted in the growth of collection of books, journals, reports, etc.

There has also been steady increase in the staff strength of the institute. Annual increase in the budget and the corresponding development in the collection of document, etc., has been shown in Table 1 and the annual increase in the scientific/technical personnel of the institute is shown in Table 2.

2.1 Collection Development–by Subject Areas

Multidisciplinary/interdisciplinary themes of NISTADS, as mentioned earlier, cover the following core subject areas. Around these

Table 1. Budget and Collections over the Years

Year	Total Budget	Expenditure on Books	Expenditure on Periodicals	Cumulative No. of Books	No. of Periodicals Subscribed
1989-90	844069	414192	429877	12225	317
1990-91	1203743	287910	915833	12838	317
1991-92	1065467	495407	570060	13464	280
1992-93	1337215	306554	1030671	13725	280
1993-94	1561314	525640	1035674	14540	275
1994-95	1792709	731165	1061544	15966	274
1995-96	2025000	1555797	790789	16944	287

subject areas, the collection of the library is built.

- Science of Science
- History of Science
- Sociology of Science
- Policy-making in S&T
- R&D Planning, Programming, Budgeting
- Legislation in S&T
- R&D Management
- R&D Performance
- Technology Transfer
- Technology Assessment
- Technology Forecasting
- Information Services in S&T
- Application of S&T to Development
- S&T Activities
- Research and Experimental Development
- Post-graduate Education/Research
- Partners in and Parties Affected by the Policy Making Processes
- International Organisations
- Governments
- Productive Enterprises
- Financial Organisations
- Universities
- Research Institutions
- Related areas of STS
- Humanities and Social Sciences
- Economics
- Products and Processes.

2.2 Collection Development—by Types of Material

2.2.1 Book

Methods adopted for acquiring books are as follows:

(a) Selection through catalogues/Books in Print/ bibliographies.

(b) Selection through book reviews appearing in book reviews periodicals such as—The Times literary Supplement (TLS), or book reviews from journals.

(c) Recommendations of the scientists.

Table 2. Annual increase in the scientific/technical personnel at NISTADS

Designation	74-76	76-79	79-81	82-83	83-84	84-85	85-86	86-87	87-88	88-89	89-90	90-91	91-92	92-93	93-94	94-95	95-96
Head CSSTD/ Director	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Scientists	3	5	10	33	35	44	40	42	46	51	50	50	60	61	66	66	66
Visiting Scientists	3	1	-	4	3	7	1	1	-	-	-	-	-	-	-	-	-
Sr. Training Officer	-	-	-	1	3	2	2	1	1	1	2	2	1	1	-	-	-
Project Officer	-	-	-	1	2	1	1	1	1	1	2	2	2	2	-	-	-
Project-in-Charge	-	-	-	-	-	-	6	5	-	-	-	-	-	-	-	-	-
Programme Officer	-	-	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1
Analyst	-	-	-	2	2	2	2	-	-	-	-	-	1	1	1	1	1
Research Associate	1	-	2	1	3	2	4	3	2	2	2	2	2	2	2	2	2
Sr. Research Fellow	3	1	2	1	6	8	7	5	1	1	1	1	1	1	1	1	1
Jr. Research Fellow	4	-	1	4	5	1	4	4	1	5	5	2	1	1	2	2	2
Consultant	-	-	-	-	-	-	1	1	2	2	2	2	2	2	2	2	2
Pool Officer	1	-	-	-	-	-	-	-	1	1	2	2	-	-	-	-	-
Sr. Scientific Assistant	3	2	-	-	2	2	2	1	5	6	6	6	6	6	6	6	6
Sr.Technical Assistant	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Jr. Technical Assistant	-	6	6	2	7	7	8	9	12	17	20	20	19	19	20	20	20
Total	19	16	22	51	69	78	79	76	72	89	94	93	96	97	102	102	102

(d) Through books exhibitions within the institute; books displayed in the Institute by vendors at regular intervals.

(e) Through book fairs.

Books are selected by individual scientists and their selections are put up before the library committee consisting of members from different research groups. The library committee takes into consideration the subject content of the books and the budget. After discussion among the members, selections get finalised. The committee recommends the purchase of selected books to the Director. The Director too gives a closer look to the list and approves the relevant documents. The final list of the books approved is received back by the library. All efforts are made to avoid purchase of duplicate copy of the books by checking the approved list with library catalogue. In this process of three tier filtering, the library is able to acquire only the most relevant books.

2.2.2 *Journals/Periodicals*

Periodicals are vital to the work of a research organisation, and these require judicious selection. Periodicals are more important than books for researchers and specialists. As research activities are world-wide and are increasing day by day, more and more periodicals are being published from all over the world with a view to disseminate the growing research information. According to an estimate, about one lakh periodicals are being published all over the world. (Statistical yearbook, Unesco, 1988) Selection of the most useful periodicals becomes extremely difficult because of huge number of titles covering the area of ones interest and high specialisation of individual journal. Moreover journal selection or acquisition is not a one time decision. To utilise the periodicals resources, a library has to have complete run of back volumes or at least five years' consecutive collection. Because of this special nature of periodicals, the financial burden spans through more than one year. The procedure followed in NISTADS library and the important considerations for acquiring a periodical are:

- The present and future research programs to be supported by the institute.
- The relative significance of particular journals in a subject area.
- The journals enjoying special patronage or preferences by the local clientele.

Periodicals are acquired by subscription, gift, exchange or through institutional membership. However, majority of them are acquired through subscription. At present the library subscribes to 287 periodicals in different subdisciplines of STS studies, of which about 150 are core journals.

To provide further access to periodical literature, over and above the subscribed titles, library also subscribes to indexing and abstracting services. Indexing and abstracting services are the most important bibliographical tools for controlling periodical literature. A few indexing/abstracting services subscribed at NISTADS library are:

Current Contents (CC) : CC contain contents pages of journals. It gives access to the table of contents of the latest journal issues published and saves valuable time spent in locating information vital to research needs. CC covers about 1100 top journals and also books published. It is published every week/fortnight in seven sections out of which NISTADS library subscribes to two sections—Arts & Humanities, Social and Behavioural Sciences. The other important feature of the CC is its title word index, author index and address directory and publisher address directory. These features help in locating relevant articles and getting the copy either by sending request to authors or ordering the copy of the issue to publisher or getting through Institute for Scientific Information or any document delivering agencies.

Guide to Indian Periodical Literature : It is an alphabetical subject author index to articles in the social sciences and humanities appearing in Indian periodicals. It is an extremely useful service especially because of the regularity of its publication program. It is a quarterly service with annual cumulation.

Index India : Index India, a quarterly documentation list of India on material in

English—combining in one sequence Indian newspaper index, Index to Indian Periodicals, Index to foreign periodicals, Index to composite publications, Index to the biographical profiles, Index to book reviews, Index to theses and dissertations cumulated annually.

ISIS : This is a quarterly periodical in the area of History of Science. The special feature of this journal is extensive book reviews in each issue and annual current bibliography. This serves as important book selection tool as well an index for a specialised library like NISTADS.

Current Literature on Science of Science (CLOSS) : A monthly journal published by the NISTADS, New Delhi. It reports contributions and development in the field of science and technology studies. It aims at an international readership ranging from scholars, scientists and technologists to policy makers, and planners. The journal disseminates current information in the form of abstracts, book reviews, digest, news and notes. A feature of the journal is the special attention given to the concerns of developing countries.

2.2.3 Technical Reports

Next to books and periodicals, the report literature is an important primary source of information particularly for a socio-scientific library.

This new medium for communication of information came into being during the World War II due to scarcity of paper, restrictions in distribution, and delay in bringing out periodicals. Reports not only solved the problems then, but proved quite useful even after the War. Reports may be either technical, (originating from R&D activity) or non-technical (reports issued from governmental or Non governmental agencies). The availability of large number of reports and their important, demands that care be taken to acquire, only those reports which are directly relevant to the research work of the organisation.

In NISTADS library, reports are acquired directly from the issuing agency. However, agents have been appointed by certain foreign agencies such as the National Technical Information Service (NTIS) and Oxford Books and Stationary Company for distribution of reports in India. Priced reports are generally purchased and reports are also acquired on exchange basis, institutional membership, complimentary or as depository. Secondary publications keep abreast of the latest reports published in different subdisciplines and are used for report selection.

Technical reports are accessioned in the same way as are books. These are generally arranged on the shelf by corporate author and under each organisation according to serial number of the report member assigned by the issuing agency. A detailed catalogue by corporate authors, personal authors, title report number and subject is maintained for reference purposes. At NISTADS, report collection is housed separately.

3. IT TO SUPPLEMENT COLLECTION DEVELOPMENT

3.1 Networks

It is said that now we are living in a 'global village', due to the impact of information technology. A similar situation is faced in the modern libraries and here we have 'libraries without walls'. At NISTADS library, this is achieved by participating in Delhi Library Network, Scientific & Industrial Research Network and also by accessing Internet. Network in its broadest sense means the electronic information access among interconnected nodes. When applied to library activity, it means anything from the organisational resource sharing agreements established among nearby libraries to automated networks such as those operated by bibliographic utilities. In one sense, networks existed even before the advent to information technology in the form of inter-library agreements (arrangements). But the modern technology brought efficiency into these arrangements. For example, from any one library which is member of the DELNET, one can access the catalogue of other member libraries. Other facility offered by DELNET is online list of currently subscribed periodicals in its member libraries. Similarly, SIRNET offers a union catalogue of 800 libraries periodical

holdings and also provides journal content page service on subscription basis. In other words, the network acts as complementary to NISTADS library and takes care of peripheral subject area interests. Though NISTADS has Internet connectivity, the library at present is not in a position to exploit it for meeting its information demands.

3.2 CD-ROM

Compact Disk–Read Only Memory (CD-ROM) is an electronic format for storing information on a small laser disk. CD-ROM requires the interfacing of a CD-ROM player and a micro-computer. The CD-ROMs generally contain huge volume of numeric, bibliographic or textual information. By using keywords, descriptors or formulating search strategy one can quickly locate the required information.

The electronic media of storage of information has revolutionised the role of library–which was once the storehouse of knowledge in the society. It is now possible for individuals to own an encyclopaedia or huge dictionary. However, still users have to depend on libraries for expensive databases which are either available on-line or on CD-ROM.

At NISTADS, the library has CD-ROM of Company Information called Investment Decision Support System (IDSS). This provides current information about 2000 companies which are registered with Bombay stock exchange. Apart from financial information this CD-database covers annual reports, chairman's speeches and newspaper clippings relating to companies.

IDSS in an example of numeric-cum-textual database on CD. Bibliography on science, technology and medicine in Japan on CD-ROM, has 250,000 references and this is going to be an annual publication from the Japan Information Center of Science and Technology.

OTA is an example of a full-text database Research reports on CD. The congressional Office of Technology Assessment (OTA), USA which formally closed down 1995, delivered its final legacy to the congress in the form of a CD-ROM collection of all 755 research reports prepared for the US Congress over the agency's 23 year history. The reports span the science and technology–related subjects covered by OTA over the year–including defence, space, energy, environment, education, transportation, health, agriculture, telecommunications and advanced materials. The collection can be an important research tool for science and technology policy analysts and decision makers for many years to come. This CD-ROM collection contains over 100,000 pages of full text and graphics, including all OTA report as well as information about the agency's organisational structure and history.

Efforts are being made to collect encyclopaedias, such as Encyclopaedia Britannica on CD as well as Microsoft Bookshelf (covering dictionary, thesaurus, almanac, encyclopaedia, atlas, etc.).

Since CD-ROM technology helps in relieving libraries from the problem of storage space. NISTADS library is considering procurement of journals/back volumes on CD. The library has identified following services which provide social science periodicals full-text on CD for subscription in coming years.

Social Science Index/Full Text on disk (UMI): This provides information in all areas of social sciences with abstracts and indexing, from 400 titles covered in the HW Wilson company's Social Sciences Index and full scanned images from more than 200 of these titles. Abstracted are provided from 1986 with full text coverage provided from 1989. It is updated monthly.

Wilson Social Sciences Abstracts (SP) : This service covers abstracting and indexing of more than 415 English language periodicals in the areas of anthropology, criminology, economics, law, geography, policy studies, psychology, sociology, social work and urban studies. It is updated monthly.

Social Science Source (ABI) : Social Science Source provides comprehensive keyword access to abstracts and indices of over 400 journals from the disciplines of political science, international relations, economics, public policy, sociology and psychology. It also includes searchable full text of 60 most significant

journals on a single disc which is updated monthly.

4. CONCLUSION

Libraries today face a challenging task of meeting unlimited information demands of their users with limited financial resources. The demands of user are justified because of information explosion in every subject area. It is the balancing act of selective inhouse collection development and use of information technology which can quench the thirst of research community. A step towards this has been taken at NISTADS library.

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