ANNEXURE-I

Mrs. Aparna Deshpande
Research Student
C/o. D.D. Ballal
Prathmesh, Bhajan Galli
Parbhani
Ph.No. (02452) 222334
Mob. 9422879716

To

__________________________
__________________________
__________________________

Dear Sir/Madam,

I have registered my name for the Ph.D. degree in the subject of Library and Information Science at the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. The topic of my research is “Critical study of women college libraries in Marathwada and Vidharbha region” under the guidance of Dr. S. Lomte, Librarian of BAMU, Aurangabad.

I requested you to fill up the questionnaire and sent it back. The information provided will be used only for research work.

I am enclosing herewith a self address stamped envelop for repost as immediate as possible.

I shall be very grateful for your kind co-operation in my research work.

Thanking you in anticipation.

Yours faithfully,

(Aparna Deshpande)
Ph.D. research Student
In Lib. And Inf. Sci.
Dr. BAMU, Aurangabad
And Librarian
B. Raghunath College
Parbhani.
The critical study of women college libraries in Marathwada and Vidharbha region

QUESTIONNAIRE FOR LIBRARIANS

Primary data
001 Name of the College :
002 Establishment year :
003 Address
1. Postal :
2. Telephone :
3. E-mail :
4. Website :

004 Affiliating university :
1. Dr. Babasaheb Ambedkar University, Aurangabad
2. Swami Ramanant Teerth Marathwada University, Nanded
3. Rashtra Sant Tukdoji Maharaj Nagpur University.
4. Sant Gadgebaba University, Amravati

005 Nature of college
1. Granted :
2. Non granted :
3. Semi-granted :

006 Under 2F12B year :

007 NACC Accreditation :
A A+ A++
B B+ B++
C C+ C++
008 Physical facility

1) Building and furniture

1. Is your library building is separate. Yes/No
2. In which year the library is constructed
3. Total area of library building
4. Are there different section in the library Yes/No
5. If there are separate sections
6. Are there reading room facility adequate Yes/No
7. Measurement of rearing room ___________ sq.ft.
8. Do you have separate reading room facilities for faculty member
   student
9. Number of reading room ________
10. Number of reading seats ________
11. Is there any light and air facilities in the library Yes/No
12. Is there urinal and drinking water facility availability in the library Yes/No
13. In library, is there any separate cabin available for the librarian. Yes/No
2) **Library furniture**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Furniture</th>
<th>Size</th>
<th>Type of furniture’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Shelving</td>
<td></td>
<td>Steel/wood</td>
</tr>
<tr>
<td>2</td>
<td>Movable shelving</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Tier guides</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Book cases</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Periodical racks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Newspaper stands</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Desktop stands and book rests.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Book stand</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Atlas and encyclopedia stand</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Chair’s</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Tables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Reader’s table</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Double feed rack</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Issue counter</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Catalogue cabinet</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

14. **Library manpower**

<table>
<thead>
<tr>
<th>Staff</th>
<th>Designation</th>
<th>Number</th>
<th>Qualification and scale</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Librarian</td>
<td></td>
<td></td>
</tr>
<tr>
<td>02</td>
<td>Asstt. Librarian</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>Library Assistant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>Library clerk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>05</td>
<td>Library attendant</td>
<td></td>
<td></td>
</tr>
<tr>
<td>06</td>
<td>Library peon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>Any other</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
15. Is the library staff sufficient for the library work. Yes/No
16. How many staff members are needed for the library work ______
17. Whether the library manpower utilize for the other works of the college. Yes/No

3) Rules and Regulation

18. Membership
   1. Teacher □
   2. Administrative staff □
   3. Undergraduate student □
   4. Postgraduate student □
   5. Research student □
   6. Any other □

19. How much library fees is charged Rs. ______________
20. Library deposit ____________________
21. Is your library provide service for external members. Yes/No
22. If yes, please mentioned the charges Rs. ______________.
23. Do you charge fines for late returning of the book if the date of charging finness Rs. _______ per day per book.
24. If the book are lost by readers how do you recover them? (Please /)
   1. By replacing book □
   2. By double charging □
   3. Current price of book □
   4. Any other □

25. What system is uses for book issue.
   1. Newark system
   2. Brown system
   3. Computer system

26. What is timing of book issue from ______ a.m. to ______ p.m.

4) Collection development
**Book selection**

28. Do you have book selection policy in your library?  Yes/No

If yes, attach a copy of the same.


   1. Teacher
   2. Students
   3. Library staff
   4. Library committee
   4. Any other (please specify)

**Acquisition**

30. What is the system of acquiring documents.

   1. Standing order
   2. Approval
   3. Based on book review
   4. HOD recommendation
   5. Any other

31. Periodical are acquires through

   a) Vendors
   b) Publishers
   c) Agent of the publishers
   d) Any other

**Collection development**

<table>
<thead>
<tr>
<th>Book</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Journal / periodicals</td>
<td></td>
</tr>
<tr>
<td>Hand book</td>
<td></td>
</tr>
<tr>
<td>Maps / Atlas</td>
<td></td>
</tr>
<tr>
<td>Newspapers</td>
<td></td>
</tr>
<tr>
<td>Bound periodicals</td>
<td></td>
</tr>
<tr>
<td>Reference book</td>
<td></td>
</tr>
<tr>
<td>Any other pl. specify</td>
<td></td>
</tr>
</tbody>
</table>
Books for specially women
Any other

Number of the collection in library following types

<table>
<thead>
<tr>
<th>Type of Collection</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Welfare Funds</td>
<td></td>
</tr>
<tr>
<td>U.G.C.</td>
<td></td>
</tr>
<tr>
<td>Gift donation</td>
<td></td>
</tr>
<tr>
<td>Book Bank</td>
<td></td>
</tr>
</tbody>
</table>

32. **Non-book material**

1. Non-book material available in your library
   - Yes/No
   - a) Map atlases
   - b) CD (data base)
   - c) Audio cassette
   - d) Video cassette
   - e) Television
   - f) Micro reader
   - g) Micro fisher
   - h) Slides
   - i) Projector
   - j) VCR

33. **Processing of library materials**

33. Which code do you use for cataloguing documents.
   - AACR-I (1967)
   - AACR-II (1978)
   - AACR Rev. (1988)
   - Classified catalogue code

34. Which scheme do you use for classification of the documents.
   1. Colen classification
   2. Dewy decimal classification
   3. Universal Decimal Classification
35. Which work is done in the library where the reading material come in the library.

36. 
1. Accession  
2. Stamp  
3. Book envelop  
4. Book card  
5. Class No./Book No.  
6. Other

**Governance**

37. Do you have a library committee. Yes/No

38. Who are the members of the committee (please specify)

39. What is the status of librarian
- Member
- Secretary
- Convener
- Chairman
- None of these

**Library budget**

<table>
<thead>
<tr>
<th>Year</th>
<th>U.G.C.</th>
<th>Gift / Donation</th>
<th>Overdue</th>
<th>Institution</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000-2001</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2001-2002</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2002-2003</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2003-2004</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2004-2005</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Is you make financial budget ?

1) Strength of students / strength of lectures Yes / No
2) U.G.C. funds Yes / No
3) Need of Library Yes / No

**Services**

1. Lending
2. Reservation
3. Inter-library loan
4. References
5. Bibliographical
6. Photocopying
7. Indexing
8. Internet
9. Photocopying (Xeroxing)
10. Current awareness
11. Selective dissemination of information (SDI)
12. Newspaper clipping
13. Indexing
14. Internet

Lending service
38. Does your library provide reservation facility? Yes/No
39. How many browsers tickets are issued to:
   1. Academic staff
   2. U.G. Student
   3. P.G. Student
   4. Non-teaching staff.

Interlibrary loan
40. Does your library borrow documents on interlibrary loan.

Reference service
41. Orientation programme to the users Yes/No
42. Help in location information. Yes/No
43. Help in the use of reference source. Yes/No
44. Help the use of library catalogue Yes/No

Bibliographical services
45. Does your library compile bibliography. Yes/No
46. If yes, for whom.
   1. Teachers
2. Research scholars

3. P.G. Students.

47. Current awareness service
   1. Books   □   2. Periodicals   □
   3. Other material (please specify)   □

48. Selective dissemination of information.   Yes/No

49. Newspaper clipping
   Does your library provide newspapers clipping service.   Yes/No

Indexing

50. Do your library provide indexing service.   Yes/No

Internet

51. Do your library provide internet service.   Yes/No
   If Yes: Student   □   Teacher   □

52. What are the charges per hour.

Xerox service

53. Does your library provide Xerox services.   Yes/No

54. What are the charge per exposure.

Computer application

55. Is your library computerized.   Yes/No

56. If yes, please indicate the areas which have been computerizes:
   1. House-keeping jobs   □
   2. Readers services   □
   3. Management support activities   □
   4. Networking   □
   5. Any other (please specify)   □

57. Please mention the names of the software you are using.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
58. Are you satisfied with the software Yes/No

59. If no, which software(s) you are interested to buy in future, mention the names.

60. Give reason for the choice, the new software

61. If your library is not computerized to you in intense to computerize it in near future. Yes/No

Future plan

62. Physical facilities

63. Staff

64. Collection development

65. Services

66. Computer application.

Addition information
should you have addition comments please provide those on the back

Name of person completing the questionnaire.

Address _______________________

Phone No.______________________

Date :                             Signature
ANNEXURE-II

To

Dear Respondent,

I am conducting a research on “Women college libraries in Marathwada & Vidharbha region” as a part of my research work. For collecting data, a questionnaire has been designed and enclose for purpose, appropriate boxes have been provided to put a tick mark (✓). Your kind cooperation in fillings up questionnaire. The information provided by you will be kept confidential. I would like to request for completions.

Thanking you in anticipation.

Sincerely yours

Aparna deshpande
Dr. BAMU,
Aurangabad and
Librarian, B. Raghunath College,
Parbhani.

From

255
The critical study of women college libraries in Marathwada and Vidharbha region

QUESTIONNAIRE FOR USERS

Personal data
001 Name :
002 Name of the department :
003 Status, please put a tick mark below.
   Student ☐ Lecturer ☐
004 Faculty / stream ______
   Qualifications ______
005 How often to you visit the library
   1. daily ☐ 2. Twice a week ☐
   3. Weekly ☐ 4. Fortnightly ☐
   5. Monthly ☐ 6. As and when needed ☐

Purpose of use of library
006 Please indicate the purpose of using library
   1. To borrow and return the books. ☐
   2. To read newspapers / magazines ☐
   3. To consult reference books ☐
   4. To read general books ☐
   5. To read subject books ☐
   6. To complete classes assignment ☐
   7. To prepare for next class ☐
   8. To chat with friends. ☐

Physical facilities
007 Are you satisfied with the following physical facilities.
1 Yes  2 No.
1. Working hours  
2. No. of seats in reading room  
3. Environment  
4. General facilities (as light, water, etc.)  

Collection

008 Have you ever made any suggestions for ordering the reading material.  

Yes/No  

009 If yes, was your request attended.  

Yes/No  

010 Use categories  

1. General books  
2. Text books  
3. Reference books  
4. Periodicals  
5. General magazines  
6. News papers  
7. Microfilm/micropiches  
8. Map/Chart/diagrams  

011 How many books you get one time in your college library.  

1.  
2.  
3.  
4.  
5.  

012 Do you visit other libraries in case your requirements are not fully met by the college library  

Yes/No  

013 If the answer is yes please name the library.  

014 Do you get your reading material in the time.  

Yes/No  


### Staff

015 Have you ever approached the staff for any kind of help. **Yes/No**

016 How helpful is the library staff.

<table>
<thead>
<tr>
<th></th>
<th>Most helpful</th>
<th>Helpful</th>
<th>Undecided</th>
<th>Least helpful</th>
<th>Not at all helpful</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

### Services

<table>
<thead>
<tr>
<th>Services</th>
<th>Awareness</th>
<th>Used</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>1. Lending</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>2. Reservation</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>3. Inter-library loan</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>4. References</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>5. Current awareness</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>6. Selective dissemination of information</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>7. Newspaper clipping</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>8. Indexing</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>9. Internet</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>10. Photocopy (Xeroxing)</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

### Governance

<table>
<thead>
<tr>
<th>Governance</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you the member of library committee?</td>
<td>☐</td>
</tr>
</tbody>
</table>

### Rules and regulation

Are you satisfies with rules and regulation of the library with regards to:

1. Library hours **Yes/No**
2. No. of borrowers **Yes/No**
3. Period of loan **Yes/No**

### Computer facilities

1. Is your library computerized? **Yes/No**
2. do you use the computer? **Yes/No**
3. For what purpose the computer use?  Yes/No

4. Are you satisfied with the computer facilities provide to your. Yes/No

5. Are you satisfied with your library?  Yes/No

If not, specify your expectation.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Thanking you in anticipation for your cooperation.

Date:

Name of person competitive the questionnaire
Address: _________________________
Phone No. ________________________

Signature
ANNEXURE-IV

Names and telephone numbers of women college libraries of Vidharbha region

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the women college</th>
<th>Telephone No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Lok Nayak Aney Mahila Mahavidyalaya, Yeotmal</td>
<td>244788</td>
</tr>
<tr>
<td>3.</td>
<td>Mahila Mahavidyalaya, Amravati</td>
<td>2673491</td>
</tr>
<tr>
<td>4.</td>
<td>Smt. Vatsalabai Naik Mahila Mahavidyalaya, Pusad</td>
<td>246115</td>
</tr>
<tr>
<td>5.</td>
<td>Smt. Radhadevi Goenka College for Women, Akola</td>
<td>2450905</td>
</tr>
<tr>
<td>6.</td>
<td>Savitribai Phule Mahila Mahavidyalaya, Washim</td>
<td>232262</td>
</tr>
<tr>
<td>7.</td>
<td>Indirabai Megha Mahila Mahavidyalaya, Amravati</td>
<td>2660191</td>
</tr>
<tr>
<td>8.</td>
<td>Smt. Gadge Baba Mahila Mahavidyalaya, Tumsar</td>
<td>232690</td>
</tr>
<tr>
<td>9.</td>
<td>Kala Wanita Mahila Mahavidyalaya Ballarpur, Chandrapur</td>
<td>241792</td>
</tr>
<tr>
<td>10.</td>
<td>Matra Seva Sange Institute of Social Work, Nagpur</td>
<td>2234393</td>
</tr>
<tr>
<td>11.</td>
<td>Sevadas Mahila Mahavidyalaya, Nagpur</td>
<td>2751344</td>
</tr>
<tr>
<td>12.</td>
<td>Mahila Shikshan Shastra Mahavidyalaya, Chandrapur</td>
<td>270048</td>
</tr>
<tr>
<td>13.</td>
<td>F.E.S. Girls College, Chandrapur</td>
<td>253539</td>
</tr>
<tr>
<td>15.</td>
<td>Saraswati Mahila Mahavidyalaya, Gondia</td>
<td>222349</td>
</tr>
<tr>
<td>16.</td>
<td>Mahila Mahavidyalaya, Gadchiroli</td>
<td>233467</td>
</tr>
<tr>
<td>No.</td>
<td>College Name</td>
<td>Layout/Address</td>
</tr>
<tr>
<td>-----</td>
<td>--------------------------------------------------------</td>
<td>-----------------------------------------</td>
</tr>
<tr>
<td>17</td>
<td>Mahila Mahavidyalaya Nandanvan Layout, Nagpur</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Priyadarshni Mahila Mahavidyalaya, Wardha</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Pragati Mahila Arts Mahavidvalya Bhandara</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Smt. Rewaben Mahoharbai Patel Mahila Arts Mahavidyalaya, Bhandara</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>L.A.D. College for women of Arts commerce and Science, Nagpur</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Yashoda Mahila Arts commerce, College Somulvada, Nagpur</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Rajkumar Kevalramahi Muliche Mahila College, Jaripatka, Nagpur</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Smt. Koshalyadevi Maheshwari Arts Mahila college, Hivri Lay out, Nagpur</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Arts and Science women’s Mahavidyalaya Menkar Dist. Buldhana</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Womens Arts and Commerce Mahavidhyalaya, Chandur Railway, Dist. Amravati</td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>Late Kokilabai Gawande women Mahavidyalya, Daryapur, Dist. Amravati</td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>Late Panch Pulalai Pawade Arts commerce Women Mahavidyalaya Varud dist, Amravati</td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>Shriram Kala Women Mahavidhyalaya, Dhamangaon Rail Station, Dist. Amravati.</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Sati Anusaya Mata Womens college Katol</td>
<td></td>
</tr>
</tbody>
</table>
ANNEXURE-III

Names and telephone numbers of women college libraries of Marathwada region

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the women college</th>
<th>Telephone No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Vivek Vadhani College of Education for Women, Nanded</td>
<td>231050</td>
</tr>
<tr>
<td>2.</td>
<td>Arts and Commerce Mahila Mahavidyalaya, Ambajogai</td>
<td>248266</td>
</tr>
<tr>
<td>3.</td>
<td>Jaibhavani Mahila College, Beed</td>
<td>223419</td>
</tr>
<tr>
<td>4.</td>
<td>Late Sow. Kamaltai Jamkar Mahila Mahavidyalaya, Parbhani</td>
<td>241234</td>
</tr>
<tr>
<td>5.</td>
<td>Aurangabad College for Women, Aurangabad</td>
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