
REASONS FOR WEEDING READING MATERIALS IN COLLEGE LIBRARIES

Dr. Mundhe Sandipan Dattatrya
HOD
Dept. of Lib. & Inf. Sci.
Sambhajirao Kendre Mahavidyalaya
Jalkot, Dist. Latur
Email – sandipanmundhe@gmail.com

Abstract: *The Father of Library Science in India Dr. S. R. Ranganathan, as suggested by the library is a growing institution. Every year different types of reading materials are taken for the readers in the library. The reading materials that are useful to the reader changes with time. Arrange reading material useful to the reader from the existing collection and the growing collection, it is necessary to have an effective process to remove the reading material from the library. The weeding process is necessary to properly use the library space. The wedding process in the library helps to make maximum reading material available to the readers and Researchers.*

Keywords: *Weeding, Reading Material*

Introduction:

Weeding is the process of evaluating individual library materials based on established weeding criteria, deciding whether to retain or discard each item and implementing that decision.¹ In short, it is the removal of material from the library that is not useful to the reader. This process is essential to ensure that complete information is available so that readers can get the information they need immediately. Reading materials such as books, journals, magazines, and newspapers are the most inexpensive sources of knowledge and entertainment.² This process helps to make full use of the open space in the library and increases library usability by providing the necessary materials for the reader. Textbooks change every particular year. This process removes old textbooks, so this process is necessary. Different types of reading materials are available in the library. As time goes on, some of the materials become obsolete. This material makes it difficult to retain the newly acquired material. In such cases, this procedure is useful.

Reasons to Weeding Reading Materials in College Libraries:

There may be various reasons for the removal and wedding of reading material from the library. Its detailed review is as follows.

1. Make space for new materials: The main purpose of this process is to make proper use of the library space. After a certain particular time, the space available in the library begins to decrease due to the increasing reading material. In such cases, the unused materials have to

be removed and new useful materials have to be created. New useful reading material increases its use. This process is seen to be beneficial as the library space does not increase as much as the reading material in the library increases.

2. Up-to-date collection: Encyclopedias and reports change after a certain particular time. Encyclopedia, reports are being improved. This new information is added for readers. At such times these old encyclopedias and reports have to be removed from the library and newly revised encyclopedias and reports have to be taken. Study books change after a certain period they also have to be changed. So that it helps in updating the reading material collection in the library. This process is necessary to meet the needs of the reader by changing the collection of reading material in the library over time.

3. Make the library easier for Readers and staff to use: It is necessary to implement this process so that the readers who come to the library have easy access to the reading materials they need. Library staff also does not have to maintain unnecessary materials. If there are useful and necessary materials, the usefulness of the library increases. It helps the readers visiting the library to find information. This process is necessary to meet the reading material needs of the library.

4. Maintain the library's reputation: The present age is the age of competition. Competition is increasing in every sector. Libraries are also striving to maintain their utility and quality. Due to this process, the emphasis is on getting rid of the useless materials in the library and acquiring useful materials. Library staff shall be Focusing on acquiring material that will be useful to the reader. This process is necessary as it helps to increase the usefulness and quality of the library only if the reader is satisfied.

5. Eliminate false information: The present age is the age of information. New information is being created every day. This process is necessary to provide readers with information that changes at particular times. Revised editions of Encyclopedias and Biography are coming out. At such times, it is necessary to cancel the old literature by taking these encyclopedias, encyclopedias, and biographies. Readers may get the wrong information from this old literature. This process is necessary for readers to get real information.

6. Reading Material Usage: Not all materials available in the library will be useful. At that time the library staff should study which materials are used the most and which materials are not used. Materials that are not used by readers should be eliminated using this process so that emphasis is placed on acquiring materials that are useful to readers. The materials which are not used year by year should be removed and useful materials should be placed there.

7. Reading Material Physical Condition: Many materials in the library are damaged by users and it is not usable for readers. Some of the pages of the book are torn and some of the books are stitched. In such cases, it is inappropriate to give the books to the readers to use. Therefore, if the condition of the book is damaged, it is necessary to remove such books from the library. This process is useful for that collection. Removing these books from the collection helps to make space for the new collections so that the books in poor condition are not given to the readers.

8. Lot of Duplicate Copies: It is seen that many copies of some books are available in the library, so when the space in the library is seen to be occupied, the library must keep as many copies as needed for the readers and remove the remaining copies from the collection. A library is a growing institution. Every year books, magazines, and other reading materials are constantly increasing in the library, so it is necessary to keep more copies than the need of the copy of the same book.

9. Complete Set not Available: Only some parts of encyclopedias volumes are available in the library, it is necessary to get a wedding of all the old volumes by cancellation policy and get new complete volumes. Some of these volumes may not needs by the readers. Therefore, as the library is not able to give to the readers, the volumes which are not available in complete form should be removed from the library through the cancellation policy and the complete volumes should be taken so that this process is necessary to help the readers to get information in complete form.

Conclusion:

Overall we can see that the library is a growing institution. There is a steady increase in reading material. But some reading materials become useless to the reader after a particular time. As the building space in the library is not possible to increase as much as the materials in the library, it is necessary to adopt a cancellation policy in the library. Obsolete policy in the library helps to present new modern up-to-date material in front of the reader. Also, because useless material helps to cancel, researchers think that an effective cancellation policy should be implemented to provide effective reading material to the readers.

Reference:

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