



International Journal of Humanities & Social Science Studies (IJHSSS)

A Peer-Reviewed Bi-monthly Bi-lingual Research Journal

ISSN: 2349-6959 (Online), ISSN: 2349-6711 (Print)

ISJN: A4372-3142 (Online) ISJN: A4372-3143 (Print)

Volume-VII, Issue-VI, November 2021, Page No. 47-53

Published by Scholar Publications, Karimganj, Assam, India, 788711

Website: <http://www.ijhsss.com>

DOI: 10.29032/ijhsss.v7.i6.2021.47-53

Optimization of Collection Development to Support the Accreditation of Study Programs At Universitas Terbuka

Mohamad Pandu Ristiyono

Library Researcher of Universitas Terbuka

Abstract:

Library is not bound to have complete collection, however information needed by users shall maintain to be provided. For this reason, the competence of a capable librarian is demanded for collection development activities. Appropriate collection shall support the institution in all academic activities, including completing the accreditation form of study program. Optimization shall be carried out with the aim to provide best service to users. In addition, annual evaluation shall be carried out to enable library conducting accurate planning in the following year, including the evaluation of librarian who are not competent in the field of collection development.

Keywords: Optimization, Collection Development, Competence, Accreditation, College Library.

Introduction: Good library is not required to be large and provide many collections, information needed by users shall be provided. In achieving this purpose, a library shall employ competent librarian in managing its information. However, quality of the collection remains as one of the criteria for assessing a good library service.

Collection development is a series of processes or activities aimed to fulfil the needs of users with information provided in the library. This process ensures that the information needed by users will be obtained in time and efficient by utilizing the source of information collected by the library. The source of information shall be developed properly in accordance with the conditions of the library and the community it serves.

Each library has different vision. However, one measure to identify the quality of library is the ability to provide information for large number of users. One of the important aspects to optimize the development of library collections is the availability of collections that fulfil the needs of many users. Therefore, the main task of every library is to build proper collections for the benefit of its users. Librarian working on collection development shall perceive the purpose of the library, identify the users and their needs.

Some libraries do not plan the collection development planning activities. In practice, the development of library collections is only a series of activities for library materials, either

through purchases, exchanges or grants. Materials are submitted to the librarian based on the results of direction, opinions and policies of the library management. The direction could be categorized unclear and unacceptable which resulted to different interpretation by the staff on duty and inflicting bad result.

Collection evaluation is an activity to assess library collections in terms of the availability of the collection for users and the use of the collection by users. The purpose of collection evaluation in college libraries according to the document "college library guidelines (2005) are as follows:

1. Identifying the quality, scope and profundity of the collection
2. Adjusting collections to college goals and programs
3. Fulfilling the value of information
4. Identifying the strengths and weaknesses of the collection
5. Adjusting the collection weeding policy.

Competence: Competence is a component of capability that supports the performance of an individual. Competence according to Spencer in Moehariono is defined as a basic characteristic of an individual related to the effectiveness of a person's performance which becomes a reference for performance criteria and effectiveness in the workplace or under certain conditions.

Accreditation: Accreditation is an assessment activity to determine the feasibility of Study Programs and University. To be able to get accreditation for a study program, the university shall complete a form. Forms are tools for collecting and disclosing data and information used by BAN-PT (National Accreditation Institution of Higher Education) to assess the quality and feasibility of Distance Open Higher Education. There are several factors to increase accreditation of either the study program or the university, including:

1. Curriculum Quality: The learning curriculum is a significant factor that becomes an instrument for assessing the accreditation of an educational institution such as university. The most common curriculum problem, besides being incompetent, is the preference to commercial interests of educational institutions which impacting to the significant educational priorities being not accommodated.

2. Quality of Human Resources: The number of teaching staff who have completed doctoral degrees and professor will significantly impacting the improvement in university accreditation. The quality of human resources will impact the quality of the graduates. Many new universities impose the requirement of teaching staff is bachelor degree or at most master degree. Increasing the number of teachers with the best degrees are suggested to improve university accreditation and shall be considered important by the management of university. Recruiting young doctors by providing good services and facilities is a method to bind the educated personnel in low-accredited campuses.

3. Improving Facilities and Infrastructure: The standard of improving campus accreditation is measured from the facilities and infrastructure provided, especially the tools

that support learning activities and processes. Complete laboratories, adequate building and learning facilities, support for library facilities and more are significant to improve university accreditation.

4. Research and Service: Another factor that affects the improvement in accreditation of a campus is the extent of research and service to the community. Large number of research activities and community service will accelerate the improvement of accreditation.

5. Campus Management System: Digital-based campus management is a competency that shall be carried out professionally to support improvement of accreditation achievements. The digital-based management provides convenience for academic community and will impact the achievement of the accreditation assessment.

Discussion: The Library of Universitas Terbuka has the vision of Being Excellent in Distance Education which sustainably support the vision of the university in Being Excellent in Distance Education in the World. For this reason, the Library of Universitas Terbuka develops the library collection with the aim to support study program in completing the Accreditation Form in which one of the supporting elements is the Library Collection, including printed textbooks, printed journals, electronic books and electronic journals. In 2021, the library will help to complete accreditation forms, including Study Program of Law, Study Program of Sociology, Study Program of Communication Science, Study Program of Library, Study Program of Agribusiness, Study Program of Biology, Study Program of Development Studies, Study Programs of Accounting, Study Program of Elementary School Teacher, Study Program of Statistics, Study Program of State Administration. The results of the accreditation form are as follows:

Table of results for 2021 accreditation forms

No.	Study Program	Accreditation	Validity Period	BAN-PT Decree
1	Economic Education	B	11 June 2026	8695/SK/BAN-PT/Ak-PPJ/S/VI/2021
2	Pancasila and Civic Education	B	10 April 2026	1965/SK/BAN-PT/Ak-PPJ/S/IV/2021
3	Chemistry Education	B	10 April 2026	1981/SK/BAN-PT/Ak-PPJ/S/IV/2021
4	Physics Education	B	11 June 2026	8686/SK/BAN-PT/Ak-PPJ/S/VI/2021
5	English Education	B	11 June 2026	8684/SK/BAN-PT/Ak-PPJ/S/VI/2021
6	Indonesian Language and Literature Education	B	10 April 2026	1969/SK/BAN-PT/Ak-PPJ/S/IV/2021

7	Mathematics Education	B	10 April 2026	1966/SK/BAN-PT/Ak-PPJ/S/IV/2021
8	Government Science	B	10 April 2026	1967/SK/BAN-PT/Ak-PPJ/S/IV/2021
9	State Administration Science	A	10 April 2026	1957/SK/BAN-PT/Ak-PPJ/S/IV/2021
10	Communication Science	B	11 June 2026	8683/SK/BAN-PT/Ak-PPJ/S/VI/2021
11	Statistics	B	21 May 2026	3225/SK/BAN-PT/Ak-PPJ/S/V/2021
12	Management	A	2 July 2026	9227/SK/BAN-PT/Ak-PPJ/S/VI/2021
13	Elementary School Teacher Education	B	11 June 2026	8699/SK/BAN-PT/Ak-PPJ/S/VI/2021
14	Accounting	B	02 June 2026	5917/SK/BAN-PT/Ak-PPJ/S/VI/2021
15	Economic Development	A	10 April 2026	1959/SK/BAN-PT/Ak-PPJ/S/IV/2021
16	Biology	B	20 Mei 2026	3196/SK/BAN-PT/Ak-PPJ/S/V/2021
17	Agribusiness	B	4 October 2026	1979/SK/BAN-PT/Ak-PPJ/S/IV/2021
18	Library Science	B	4 October 2026	1968/SK/BAN-PT/Ak-PPJ/S/IV/2021
19	Law	A	20 April 2026	2199/SK/BAN-PT/Akred/S/IV/2021

Library shall evaluate its collection development activities annually. Especially the provision of collections for the assessment of other study forms, which will expire. Evaluation shall be carried out to find out the needed collection according to the available funds stated in the RKA (budgetary activity plan). For this reason, the competence of a capable librarian in the field of collection development is required. The evaluations that shall be carried out are as follows:

1. Circulation Studies, namely the study of collection usage patterns as a means to evaluate increasingly popular collections. Two basic assumptions for user/usage studies include: a. The adequacy of the book collection is directly related to its use

- by users b. Circulation statistics provide a reasonable representation of the collection usage.
2. Periodical publications evaluation of journals and e-journals, namely the evaluation process in periodical publications including: a. Whether to continue subscribing or unsubscribe periodical titles. b. Whether to add subscriptions to unowned periodical titles.
 3. User Study, namely conducting research on the usability of literature for lecturer research using bibliometric analysis.

Librarian Competencies for Collection Development: Based on the collection development objectives presented by Yulia, provided library materials can support the existing system of the institution. Library materials are provided based on the needs of library users, provided library materials may provide benefits as entertainment and recreation, important library materials and explain the development of the main institution that may be preserved, for example data review, annual reports, and collections published from the institution. Therefore, in selecting collections, librarian is required to fulfil the following competencies:

1. Knowledge of the vision and mission of the institution.

This competency is required to provide supporting system for the institution. The collection shall fulfil the vision and mission of the main institution.

2. Knowledge of user needs.

This competency is related to one of the collection purposes, that is to fulfil the needs of the library users. The users have wide range of information needs. Therefore, the library shall provide collections that fulfil the needs of users. The information needs of users can be identified by observing educational background, gender, age, and more.

3. Knowledge of various collections.

This competency is related to the one of collection purposes, that is to provide entertainment and recreation collection.

4. Conceiving important collections for the development of the institution.

This competency is related to the one of the collection purposes, that is selection to preserve important library materials for the development of the institution. Librarian who conduct collection selection shall perceive important library materials for the development of the institution. Based on the mentioned aspects, the librarian shall also have competencies, including: 1. Knowledge of the institution's program, 2. Knowledge of the physical quality of books, 3. Knowledge of publisher credibility, 4. Knowledge of the existence of the latest books, 5. Skill in allocating funds.

The collection development librarian shall maintain to update the latest information in order to catch any development. In the last 3 years, the librarian of the Information Development section has not carried out the duties optimally by the finding of unnecessary purchases or waste. The procurement in the last 3 years is not in accordance with the 2015 Presidential Instructions on budget-saving measures. The wastage ranged from 36.2 – 52.1

percent of purchases for 3 years. The library shall evaluate the collection development activities, including procurement of collections planning.

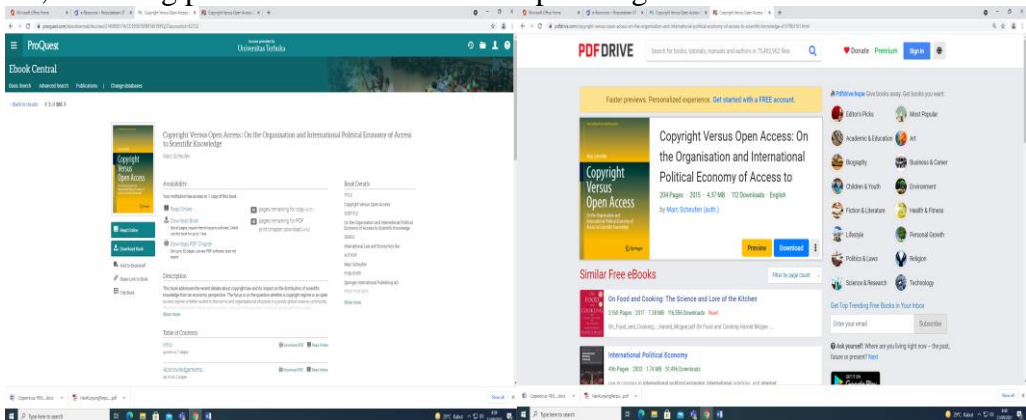


Figure 1. Sample of e-book titles including the free accessed titles

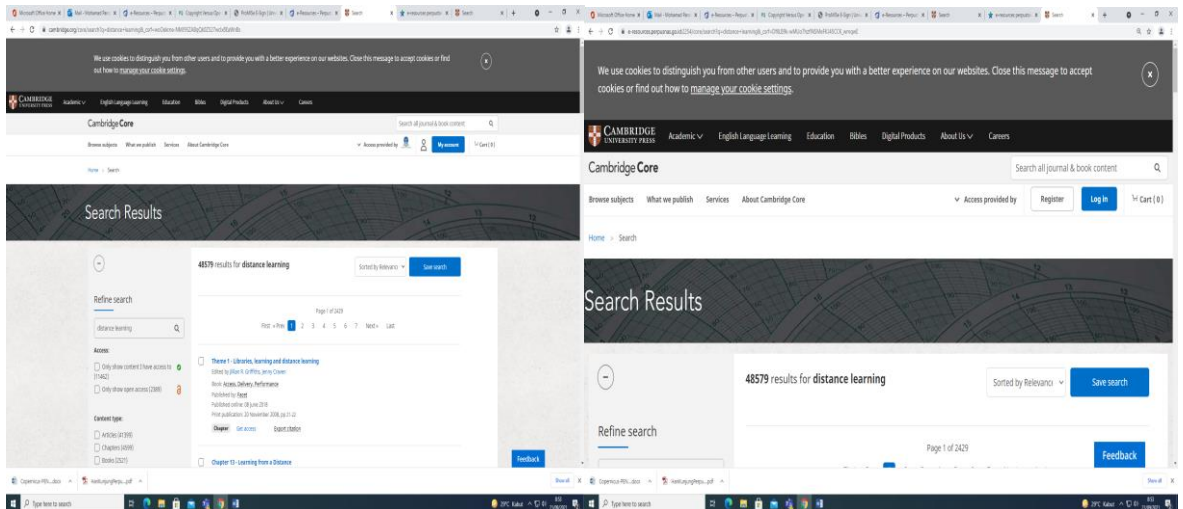


Figure 2. Sample of e-journal purchase that has been subscribed by the National Library

Conclusion: The library of Universitas Terbuka shall possess appropriate planning in procurement or development of collection for the purpose of supporting the completion of study program accreditation form. The library shall conduct annual evaluation including the user study of other studies such as bibliometric analysis in order to prevent unnecessary procurement.

Librarian shall fulfil the required competencies and adequate knowledge including understanding the quality of various kinds of collection, publisher quality. Librarian in conducting collection selection shall be competent in utilizing various kinds of collection tools, communication skill and administration and management skill. In addition, librarian shall be neutral and impartial in conducting collection selection.

Suggestion: Management of library of Universitas Terbuka shall conduct employee rotation of Collection Development staff with competent human resources according to the regulation of library, by which is the Regulation of Ministry of Administrative and Bureaucratic Reform of the Republic of Indonesia Number 2 of 2008 and the Regulation of the Head of National Library Number 11 of 2015 as a means to prevent annual loss. Librarian shall maintain to keep learning in order to provide the best service for users.

References:

1. Herlina (2009) Manajemen Perpustakaan Pendekatan Teori dan Praktik .Palembang: Grafika Telindo Press),p 59
2. Tips Meningkatkan Akreditasi Perguruan Tinggi, Begini Panduannya <https://pintek.id/blog/akreditasi-perguruan-tinggi/>
3. Moeheriono (2012), *Pengukuran Kinerja Berbasis Kompetensi*, Jakarta: Rajagrafindo Persada
<https://www.ut.ac.id/jaminan-kualitas/akreditasi-ban-pt>
4. Irma Yunita & Rahmat Iqbal (2021). KOMPETENSI PUSTAKAWAN DALAM MELAKUKAN SELEKSI KOLEKSI PERPUSTAKAAN. Jurnal E-Pustaka. Vol. 2 No.1 . UIN Raden Inten Lampung.
<http://ejournal.radenintan.ac.id/index.php/el-pustaka/article/view/8863>
5. Yulia, Yuyu & Janti Gristinawati Sujana (2009) , *Pengembangan Koleksi*, Jakarta: Universitas Terbuka
6. Hildawati Almah (2012). Optimalisasi Pengembangan koleksi Perpustakaan Perguruan Tinggi. Jurnal Iqra Vol 06 no.01. Makasar : UIN Makasar.
<http://oaji.net/articles/2015/1937-1429774556.pdf>
7. Perpustakaan Nasional RI (2005), Pedoman Penyelenggaraan Perpustakaan Perguruan Tinggi (Jakarta: Perpustakaan Nasional RI.
8. Evans, G.Edward and Zarnosky Saponaro, Margareth, 2005. *Developing Library and Information Center Collections*. London: Libraries.