



Weeding of Printed Books at Rev B.M Pugh Library of Assam Agricultural University, Jorhat

Elwin Zohminglien Thangjom

Assam Agricultural University, E-mail: elwinxoh@gmail.com

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Abstract

Weeding is a process of removing obsolete collection of books from the stacks of library. The paper emphasizes on weeding of printed books at Rev BM Pugh library. The books which were not being issued and outmoded were weeded out to maintain the space in the stacks for new arrivals. The paper also discusses the procedure and policy adopted in weeding out of superseded books. The superseded editions, unissued and torn out books were identified through the copies available on the stacks and Koha LMS. Subsequently, the weeded-out books were freely distributed to public by organizing a Book Day. The freely distributed books were recorded in the Accession Register. The weeding procedure makes the collection active and creates space for new arrivals.

Keywords: Weeding, Library, Collections, Printed books, Assam Agricultural University, Rev.B.M Pugh Library.

1. Introduction:

Weeding is the process of evaluation of the library collections to maintain the stacks and collection up-gradation by removing damaged, obsolete and rarely used books. Weeding helps in providing space for newer and useful books and makes the collections less muddled. Moreover, it is critically important in shelving a library's collection current and relevant to the college students/users. Further, removal of outmoded collections makes easier and faster for the users in locating the best source possible. Weeding requires to be carried out periodically in order to verify the collections that are needed to be removed. Libraries must regularly weed print and e-books collections (Hightower and Gantt, 2012). Every library may have numerous reasons of removing the materials from the shelves of library collection.



As the collections of materials are growing rapidly, the library may not be able to provide sufficient space to stack the older books and the new collections. Thus, in a view to maintain the space available to stack the new arrivals, weeding of unused and outmoded books is essential. Moreover, the resources that do not contain the latest information may not provide the need of the users. Therefore, in order to increase access to pertinent information for users, weeding must be carried out regularly at libraries.

2. Background:

Assam Agricultural University was established on April 1, 1969. The Central Library of Assam Agricultural University is named after the founding principal of Assam Agricultural University Rev. B.M Pugh. The Rev. B.M Pugh library was established in 1969 and is located in the Head Quarter of the university at Jorhat, Assam. It houses a total collection of 1,69,785 books, 50 current periodicals, 16,711 back volumes, 2639 Post graduate theses, 7521 reports, 19 popular magazines & newspapers. With its huge collection and too many superseded volumes, careful weeding out of old books & freeing up physical space became the key concern for the new arrivals. Since the university has not been weeded out the old unused books in the last 35 years, there is less space in the stack to place the new arrivals. Therefore, with a purpose of confining with up-to-date collection, the Stock Rectification Committee decided to weed out books from the stack areas that are damaged, documents which are not circulated since purchase, old multiple copies and superseded documents.

3. Literature Review:

An attempt has been made to review the findings of previous researches on weeding of library books and policy implemented by different libraries. Uma and Suseela (2013) provided some weeding out tips for libraries to weed out the older and obsolete materials of the library in order to keep the collection up to date and avoid spacing problems in accommodations of new arrivals. Mueller (2015) revealed that the formation of a collection development policy and a weeding policy for the reference collection can make the process easier and simpler in weeding of books. A study conducted by Konlon and Thompson (2015) reported that weeded materials were stored in a special store room and also contributed to other schools or sold at reasonable price to the students. Yusuf and Murna (2016) revealed that public libraries in North Central States of Nigeria keep obsolete information resources in store rooms. Khanchandani and Hasan (2018) conducted a case study of policy and practice followed at Indian Institute of Technology Delhi (IIT Delhi) for weeding the obsolete library collections and found that weeding helps in marketing of the central library and also make the collections lively.



4. Objectives:

- 1) To identify the materials that are unused, mutilated and superseded.
- 2) To free up space for the newly acquired books.
- 3) To improve collection quality and make the library more appealing;
- 4) To provide latest (up to date) edition & best books for the users.

5. Criteria/Policy of weeding at Assam Agricultural University, Jorhat:

One of the most important parts of collection management is weeding. Different methods have been put forward by different librarians. In 1980, Joseph P. Segal formulated the CREW (Continuous Review Evaluation and Weeding) method. CREW method guides the library professionals on how to cull out outdated and unused resources from their collection. This method practically aids the library professionals to maintain the collection current and active.

The CREW method gives the following criteria for weeding its resources from the collection:

M: Misleading (factually inaccurate).

U: Ugly (worn beyond mending or binding).

S: Superseded (by a truly new edition / a much better book on the subject).

T: Trivial, of no discernible literary or scientific merit.

I: Irrelevant to the needs and interests of the users.

E: Elsewhere, the material is easily obtainable from another library.

Rev. B.M Pugh Library was established in the year 1969, however the process of stock verification in the library to check the record of documents at its disposal was never brought into light. The Library Rectification Committee after a scrutiny of the prevailing situation thereupon agreed to isolate the documents which were labelled below the following criteria for weeding.

- a) To weed out collection of documents that were damaged or beyond mending.
- b) To make the collection active and current by weeding out documents that were not circulated even after its purchased of 30 years, with the accession numbers preceding 80000.
- c) To create space for new collection by weeding out documents that were not in used since the 1980's and 1990's.
- d) To provide easy accessibility by weeding out section of old multiple copies having minimum 10 copies by retaining 2 to 3 copies in the stack.



- e) To maintain efficiency by weeding out duplicate and non-core collection. (Of out model documents, research write-up etc.
- f) To find out documents that are beyond repair even if already cited in the above mentioned 5 points.

6. Methods of weeding out:

Rev B.M Pugh Library adopted its own method of weeding out policy. The selection of weeding out of books started from the class number 000 till 900. The method was carried out in the following ways.

I. Identification of books:

Books that were on the stacks were de-shelves one by one in order to sort out the old and torn, unused, not being issued and superseded edition. Books that were identified for weeding out were kept separately so that a list could be prepared. The unissued books were identified through due date slip pasted on the last page of the book. The old and torn out books were identified through its physical appearance. Lastly, superseded edition was identified through the copies available on the stacks and Koha LMS.

II. Preparation of list:

A list of weeded out books was prepared in excel sheets file, bearing Serial Number, Accession Number, Title and Author of the book. A total of 7809 books were identified for weeding out.

Rev B.M Pugh Library Assam Agricultural University Jorhat-13			
Weeded out Book list:			
Sl No.	Acc no.	Title	Author
1	71750	THE INDIAN RURAL PROBLEM	MANILAL B. NANAVATI
2	11039	GRADUATE EMPLOYED WOMEN IN AN URBAN SETTING	A.RAMANAMMA
3	106015	ASIAN SEMINAR ON RURAL DEVELOPMENT	DANTWALA
4	5204/N	TRADITION AND ECONOMY IN VILLAGE INDIA	ISHWARAN
5	110699	RURAL SETTLEMENTS: PLANNING AND DEVELOPMENT	NANDLAL
6	104412	RURAL INDUSTRIALIZATION IN THIRD WORLD COUNTRIES	R.P.MISHRA
7	412/W	SCIENTIFIC SOCIAL SURVEYS AND RESEARCH	PAULINE V.YOUNG
8	78795	VALUES AND ATTITUDES OF INDIAN YOUTH	N.Y. REDDY
9	9587	SOCIO PSYCHOLOGICAL FACTORS INFLUENCING INDUSTRIAL ENTREPRENEURSHIP IN RURAL AREAS: A CASE STUDY IN TANUKU REGION OF WEST GODAVARI, A.P	V.R. GAIKWAD
10	105332	RURAL INNOVATIONS IN AGRICULTURE	MOHAMMAD SALIM
11	77828	URGENT RESEARCH IN SOCIAL ANTHROPOLOGY	INDIAN INS. OF ADVANCED STUDY, SHIMLA
12	77183	PERCEIVING ENVIRONMENTAL QUALITY	KENNETH H. CRAIK

Fig 1: List of weeded out books



III. Koha Entry: Koha data update were done through the following steps:

Step 1: Creation of Weeded Out Books in Koha Item Types.

Step 2: Creation of Weeded Out in Withdrawn Status Authority Value.

Step 3: Creation of Not for Loan in Not for Loan Authority Value.

Step 4: Creation of Weeded Out in Collection Code Authority Value.

Long Term Experiments In Agricultural And Ecological Sciences

By: R A Leigh And A E Johnston.

Material type:  Book



Publisher: UK CAB INTER NATIONAL 1994

Edition: 1.

Description: 428p.

ISBN: 978-0851989334.

▼ Activate filters

Item type	Current location	Home library	Collection	Call number	Status	Last seen	Barcode	
 Weeded Out Books	AAU, Jorhat	AAU, Jorhat	Weeded Out	630 L	Not for loan	06/09/2016	114752	

There is no order for this biblio.

No images have been uploaded for this bibliographic record yet.

Fig 2: Result showing koha entry.

IV. Library Committee:

The Library Rectification Committee was held on 8th April 2021 and the attendee of the meeting comprises of seven members from different departments of Assam Agricultural University, including three library professionals. After deliberation among the members, the Committee concludes on the following recommendations.

- a.) **Circulation of List:** A weeded out list was circulated to different departments through the Head of Department of Faculty of Agriculture, Community Science, Horticulture and Sericulture of Assam Agricultural University, Jorhat for information and proposition from their end within a time frame of one month. The Head of Department may retain any books from the list given, for the department's library.
- b.) **Feedback:** Different departments presented the list of books that they preferred to retain for the departmental library. The library professionals accordingly sorted out the books that were required by the departments.



- c.) **Free Books:** The Committee decided to dispose the weeded-out books by organising a “Book Day”, where the library would give away the books to public at free of cost. Rev. B.M Pugh Library organised the “Book Day” under the banner “Free distribution of books” on 21st March 2022, from 11:30 AM on wards till stock lasted.
- d.) **Write off from Accession Register:** Books that were being disposed through “free distribution of books” were marked as “weeded out” in the remark’s column in the Accession Register.

7. Conclusion:

Weeding create space for new arrival of books and makes the accessibility easier. Every library has their own way of weeding the unused books. Different methods have been adopted by different librarians to weed out the old and unused collections. The Rev BM Pugh Library, Assam Agricultural University has also adopted its own method for weeding out the obsolete collections from its stacks. The methods applied by the library in removing the superseded books provide a way for the faculty in reviewing the weeding lists and thereby presenting the lists of books that they preferred to retain.

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