

(38)

UNIVERSITY OF MUMBAI
No.UG/ 132 of 2007

CIRCULAR :-

A reference is invited to the Ordinances, Regulations and syllabi relating to the M.Phil. degree course vide pamphlet No. 180 and the Head, University Department of Library and Information Science, the Assistant Registrar, Sub-Centre, Ratnagiri and the Principals of the affiliated colleges in Arts, Science and Commerce are hereby informed that the recommendation made by the Ad-hoc Board of Studies in Library and Information Science at its meeting held on 14th December, 2006 has been accepted by the Academic Council at its meeting held on 9th February, 2007 vide Item No.4.14 and that in accordance therewith, the syllabus for M.Phil degree in Library and Information Science is as per Appendix and that the same has been brought into force with effect from the academic year 2007-2008.

MUMBAI-400 032
7th April, 2007


for REGISTRAR

The Head, University Department of Library and Information Science, the Assistant Registrar, Sub-Centre, Ratnagiri, and the Principals of the affiliated colleges in Arts, Science & Commerce.

A.C./4.14/9.02.2007

No.UG/ 132 - A of 2007, MUMBAI-400 032 7th April, 2007

Copy forwarded with compliments for information to :-

- 1) The Deans, Faculty of Arts, Science & Commerce
- 2) The Chairperson, Ad-hoc Board of Studies in Library and Information Science.


for REGISTRAR

Copy to :-

The Director, Board of College and University Development, the Deputy Registrar (Eligibility and Migration Section), the Director of Students Welfare, the Personal Assistants to the Vice-Chancellor, the Pro-Vice-Chancellor, the Registrar and the Assistant Registrar, Administrative sub-center, Ratnagiri for information.

The Officer on Special Duty and Controller of Examinations (10 copies), the Finance and Accounts Officer (5 copies), Record Section (5 copies), Publications Section (5 copies), the Deputy Registrar, Enrolment, Eligibility and Migration Section (5 copies), the Deputy Registrar, Statistical Unit (2 copies), the Deputy Registrar (Affiliation Section), Vidyanagari (2 copies), the Deputy Registrar, Affiliation Section (2 copies), the Director, Institute of Distance Education, (10 copies) the Director University Computer Center (IDE Building), Vidyanagari, (2 copies), the Deputy Registrar (Special Cell), the Deputy Registrar, (PRO) the Assistant Registrar, Academic Authorities Unit (2 copies) and the Assistant Registrar, Executive Authorities Unit (2 copies). They are requested to treat this taken report on the concerned resolution adopted by the Academic Council referred to in the above Circular. No separate Action Taken Report will be sent in this connection. the Assistant Registrar Constituent Colleges (1 copy), BUCT (1 copy), the Deputy Account, Unit V (1 copy), the In-charge Director, Centralize Computing (1 copy), the Receptionist (1 copy), the Telephone Operator (1 copy), the Secretary MUASA (1 copy), the Superintendent, Post-Graduate Section (2 copies), the Superintendent, Thesis Section (2 copies)

UNIVERSITY OF MUMBAI



SYLLABUS FOR THE M.PHIL COURSE IN LIBRARY AND INFORMATION SCIENCE

(With effect from the academic year 2007-2008.)

M.Phil.in Library and Information Science

Proposed Programme and Syllabus

(With Effect From June – 2007)

General Information

The Department of Library and Information Sciences wishes to start M.Phil. course in the said subject from the first half of the academic year 2007. At present the department conducts full time one year post graduate Bachelor's and Master's degree courses leading to the degree of B.L.I.Sc. and M.L.I.Sc. respectively and has a Ph.D. programme in Library and Information Science.

Objectives

The main objectives to start the M.Phil. Course are :

- 1) To introduce advanced methods and techniques of research and their application in Library and Information Science.
- 2) To prepare the students for further research in different areas of Library and Information Science.
- 3) To strengthen the professional contents and to impart to the students the specialized knowledge in select areas pertaining to Library and Information Science.
- 4) To familiarize the students with the current developments and trends in the field.

Duration	: Three academic terms,
Intake	: 10(Ten) seats
Medium of Instruction and Examination	: English

.... 2/-

Eligibility

Any candidate who has passed the Master of Library and Information Science degree in higher second class (55% or above) or has obtained equivalent qualifications recognized by this university or any other university recognized by UGC shall be eligible for admission to the M.Phil. degree course after having fulfilled the requirements and guidelines laid down in the ordinances and regulations of this university.

In addition to above, a personal interview will be conducted for the selection of the candidate for the course.

Scheme of the papers

The M.Phil. course will consist of three papers of 100 marks each and a dissertation of 300 marks, which will include presentation and viva voce.

Group A : Theory papers.

Paper I	Research Methods and Techniques	100 Marks (80 Marks(Paper) 20 Marks(assignment)	(3 hrs.)
Paper II	Developments in the Management of Library and Information Centres	100 Marks	(3 hrs.)
Paper III	Current developments and trends In Library and Information Science	100 Marks	(3 hrs.)

Group B : Dissertation, its presentation and Viva-voce	300 Marks
Written work	(200 marks
Presentation and viva-voce	100 marks)

The lectures for theory papers will be completed over two academic terms after which there will be a written examination. The candidate shall submit the dissertation before the end of the third academic term only after successfully passing the theory papers of Group A.

.....3/-

Standard of passing.

To pass the examination, the candidate must obtain a minimum of 40% marks of Group A in each theory paper and 50% marks in Group B – dissertation, including written work, presentation and viva voce.

A Candidate obtaining 70% or more marks in group A & B taken together at one and the same examination conducted in three academic terms will be declared to have passed in First Class with distinction. Those who obtain 60% or above marks in group A and B taken together in one and the same examination conducted in three academic terms will be declared to have passed in First Class. Those who obtain 50% or above marks in group A and B taken together in one and the same examination conducted in three academic terms will be declared to have passed in Second Class.

If a candidate passes in Group A, but fails to submit the dissertation in the consecutive academic term, his marks in Group A will be carried over to the immediate next examination, but he/she shall not be deemed eligible for the award of distinction, first second class, as the case may be.

---4/-

M.Phil.in Library and Information Science Syllabus.

Paper I Research Methodology 100 Marks

Theory paper 80 Marks
Assignment 20 Marks

- Unit 01 Scientific inquiry : Fundamentals, approaches to research
 phenomenological approach
 Scientific method – Spiral of Research.
- 02 Research methods : an overview of other Research Methods e.g. User study, user study, Delphi technique, Operations Research.
- 03 Elements of Statistics : Measures of central tendency, mean , mode, median, quartiles, percentiles, measures of dispersion, standard statistical distribution, discrete and continuous variables.
- 04 Advanced Statistical Techniques- Data analysis methods such as factor analysis, discriminate analysis, cluster analysis , regression analysis and others.
 Citation analysis, impact factor,
 Statistical packages – SPSS, SAS and others.
- 05 Synopsis and Report writing- Structure, Style manuals – Chicago, APA, MLA and others, Validation - triangulation and other methods.
- 06 Research Trends in Library and Information Science – Research in Classification, Cataloguing, Indexing, Information Retrieval, Circulation IT applications.

An assignment / test of 20 marks will be given to each student reviewing the developments in either a specific type of research in Library and Information Science or Information Services or Information Systems.

The students will be examined for written work or test by the examiners from amongst the panel of examiners appointed.

.....5/-

Paper II Developments in the Management of Library and Information Centres

Marks 100

- Unit 01 Systems analysis and design : Concept, Steps, application to library functions including professional and administrative work.
- 02 Management of Change : Policies and issues, types of changes - incremental, piecemeal, internal and external forces
Applications of the concept in Library and Information Science, Professional values and Ethics.
- 03 Records Managements : Ancient, medieval and modern. Records management in media Libraries - news papers, audio-visual material, photographs, microforms, magnetic and electronic documents.

Patents, Standards, maps, engineering drawings, pamphlets
Institutional Repositories- pre-prints, reprints, working papers, occasional papers, survey reports, consultancy and other reports, archival documents.
- 04 Knowledge Management: concept, types - implicit, explicit, tacit knowledge, Procedural and declarative methods, knowledge transformation, Knowledge sharing Information and Knowledge Management in Electronic environment, e- governance, collection development policy, INDEST and other consortia, aggregators, J Gate, J-Store. Knowledge Management tools - The Internet, Intranet, Listserves, Discussion groups, Newsgroups, Blogs, Content Management.
- 05 Quality Management : TQM, ISO-9000, Quality Circles, Six sigma, Matrix.
- 06 Library and Information Science Education : Origin, levels, types
National and International Scenario, Role of Professional Association: U.G.C., Standards, Accreditation.

Continuing Professional Education, Distance Education, Teaching and Learning methods, E- Learning, Skills and competencies for I.I Professionals.

.....6/

17 Thoughts in Library Management: Philosophy, Practice, Emerging trends
Seminal Contributors :Dr. S.R.Rangnathan, J.P.Danton, Thomas Parry
J.B.Conant, Eugene Garfield, M.B.Line, F.W.Lancaster, J.Rowley, Allen
Gilchrist, and others.

Important reports of committees and Commissions : vision
Development.

.....7/-

Paper III Current Developments and Trends in Library and Information Science.

100 Marks

- Unit 01 Organization of Information: Metadata, Metadata harvesting, Developments in Classification, Special Classification Schemes, Ontology, Thesaurofacet, Search Strategies.**
- 02 Information Literacy : Concept, Need, Methods, Contents, Standard for Information Literacy.**
- 03 Digital Library : Concept, Characteristics, evolution, services. Preservation of digital documents, Open Archive Initiatives, Cyber Laws; Developments in Library software, Open Source Software.**
- 04 Digital Libraries in the World – Gutenberg, Alexandria, Google, World Digital Library and others.**
- Digital Data Management – Data Mart, Data Warehousing, Data Mining, Georeferencing, Geographical Information System, Global Positioning System, Grid Computing, Expert Systems in Library and Information Science.**
- 05 Communication Technology: Capacity determining factors, voice mail system, Wi fi, Personal Digital Assistant, Blue tooth, Smart phone, MP. Player and others.**
- 06 Library Security Systems**
Bar coding, tattle taping, RFID, closed circuit camera, Internet security
- 07 Current developments in Library Networks, Websites and other issues.**

.....8/-

Group B : Dissertation, Presentation and Viva- voce.

300 Marks

Dissertation – Written work

200 marks

The topic and other details of the dissertation for each candidate shall be finalized by the M.Phil. Committee. The students will also submit the written work of the dissertation on a CD in MS word format.

Presentation - (15 Minutes)

50 Marks

Each student will give a seminar presentation on his/her approved topic on a pre-determined day after the submission of the dissertation.

Viva –voce

50 Marks

Each student will be examined for his/her work on dissertation through viva-voce with the objective of testing the candidate's knowledge on his/her own work as well as on Library and Information Science in general.

.....9/-

List of Books

Suggested Reading

Chapter I

Research Methodology

- Bell, Judith : Doing your research: a guide for first time researcher in Education and Social Science. Bunkingham, Open University Press, 1997
- Birley, G. and Moreland, N.: A practical guide to academic research. London, Kogan Page, 1998.
- Blaxter, L. and others: How to do research. Bunkingham, Open University Press, 1997.
- Bryman, A.: Quantity and quality in social research. London, Unwin Hyman, 1988.
- Denzin, N.K.: The Research Act. 2 Ed. New York, McGraw Hill, 1978.
- Devarajan, G: Applied Research in Library and Information Science. New Delhi. ES: ESS, 2005.
- Finte, Arlene: Conducting research: from paper to the Internet. London, Sage Publications, 1998.
- Garson, G.D.: Guide to writing empirical papers, theses and dissertations. New York Marcel Dekker, 2002.
- Hafner, A.W.: Descriptive statistical techniques for Librarians. Chicago, A.L.A. 1989.
- Holloway, I: Basic concept for qualitative research. New York, Blackwell Scientific, 1997.
- Lastrucci, C.L.: The Scientific approach, basic principles of Scientific method Cambridge, M.I.T., 2001.
- Martyn J. and Lancaster, W.: Investigative methods in Library and Information Science. Virginia, Information Resources Press, 1981.
- Mc Clure, C.R.: Library and Information Science Research. Norwood, Ablex, 1996.
- Panda, B.D.: Research methodology for Library Science with statistical methods and bibliometrics. New Delhi, Anmol Publications, 1997.

15. Moore, Nick: How to do research: a Practical guide to designing and managing research projects. 3 Ed. London, Facet publishing, 2006.
16. Powell, R.R.: Basic research methods for Librarians 2 Ed. Norwood, Ablex, 1994.
17. Sehgal, R.L.: Applied Statistics for Library Science Research Vol I and New Delhi, ESS ESS, 1998

.....111-

Suggested Reading

Paper II Development in the Management of Library and Information Centres.

1. Allan, Barbara: E-Learning and teaching in Library and Information Services London, Facet publishing, 2002.
2. Anthony, L.J. [Ed.]: Lines of Thought: Selected papers of M.B. Line. London Clive Bingley, 1988.
3. Bavakutty, M.: Methods for measuring quality of Libraries. New Delhi, ESS ESS 2005.
4. Bridges, Karl (Ed.): Expectations of Librarians in the 21st Century. Westport Greenwood Press, 2003.
5. Brophy, Peter: Library in the 21st Century: new services for the information age London, Library Association, 2001.
6. Budd, Jennifer: Managing the preservation of periodicals and newspapers Proceedings of the IFLA symposium. Munchen, IFLA - K.G.Saur, 2002.
7. Cassell, Kay Ann; Hiremath, Uma: Reference and Information Services in the 21st Century: an introduction. London. Facet Publishing, 2006.
8. Conant, R.W.: The Conant Report Cambridge, Institute of Technology, 1980.
9. Curzon, Susan Carol: Managing change: a how to do it manual for Librarians. London, Facet Publishing, 2006.
10. Deegan, Marilyn and Tanner Simon: Digital future, Strategies for the information age. London, Library Association, 2002.
11. Diamond, S.Z.: Records Management. 3ED. New York, A.L.A., 1995.
12. Ghosh, S.B. et al: Reengineering library Services ; lessons of the past and the road ahead. Calcutta, I A S L I C, 2002.
13. Jagannathan, Neela [Ed.]: Outreach library services for distance learners. New Delhi. Viva books, 2004.

14. Korlhage, R. R.: Information storage and retrieval. New York, John Wiley & Son 2006.
15. Langley, Anne and others: Role of the academic librarian. Oxford, Chand Publishing, 2005.
16. Line, M.B.: Librarianship and Information work worldwide. London, Bowke Saur, 1993.
17. Mahoney, P.B.[Ed.] : Proceedings of the 11th off-Campus library services. Ne York, Haworth Press, 2004.
18. Martin, Allan [Ed.]: Information and IT Literacy: enabling learning in the 2 Century. London, Facet publishing, 2003.
19. Osborne, L.N. and Nakamura, M.: Systems Analysis for Librarians at Information Professionals. Englewood, Libraries Unlimited, 2004.
20. Pedley, Paul: Essential Law for Information Professionals 2 Ed. London, Fac Publishing, 2006.
21. Prasad, A.R.D.: Digital Libraries: managing convergence, continuity and change Bangalore, D.R.T.C., 2001.
22. Stieg, M.F.: Change and Challenge in Library and Information Science Education Chicago, A.L.A., 1992.
23. Stuart, R. and Moraw B.: Library and Information Centre Management. 6E London, Libraries Unlimited 2002.
24. University Grants Committee: U.G.C. on Libraries. A Report. Edited by T.J. Pann London, H.M.S.O., 1967.
25. Vickery, B.C. Faceted Classification: a guide to construction and use of Special Schemes. London, Aslib. 1960.
26. Wools, Blanche [Ed.]: Delivering lifelong Continuing Professional Education across space and time. Munchen, K.G. Saur, 2001.

Suggested Reading

Paper III Current Developments and Trends in Library and Information Science.

1. Anahory, S. and Murray, D.: Data Warehousing in the real world. Delhi, Pearson Education, 1997.
2. Andrews, Judith [Ed.] Digital libraries: policy planning and practice. Aldershot Ashgate, 2004.
3. Baker, D.: The Strategic Management of Technology: a guide for Library and Information Services. Oxford, Chandos publishing, 2004.
4. Berry, M.J.A and Linoff, G.: Mastering Data Mining, New York, John Wiley, 2000.
5. Brown, Adrian: Archiving websites: a practical guide for information management professionals. London, Facet Publishing, 2006.
6. Carter, Ruth C. [Ed.]: Managing cataloguing and the organization of information philosophies, practices and challenges at the onset of the 21st Century. Mumbai: Jaic Publication, 2005.
7. Collier, M.: Telecommunication in Information Management and Transfer. Aldershot Gower, 1988.
8. Conwell, T.H. and Maxwell, R.L.: The Future of Cataloguing: insights from the Lubetzky symposium : April 18th 1998. University of California. Chicago. A.L.A. 2000
9. Dahl, Mark; Banerjee, Kyle and Spall, Michael: Digital Libraries: integrating content and systems. Oxford: Chandos Publishing. 2006.
10. Deegan, Marilyn and Tanner, Simon: Digital preservation, London: Facet Publishing 2006.
11. Gorman, G.E. [Ed]: Digital factor in Library and Information Services. London, Facet Publishing, 2002.
12. Gorman, G.E. and Shep, Sydney I: Preservation Management for libraries, archives and museums. London, Facet publishing, 2006.

13. Hughes, L.M.: Digitizing collections; strategic issues for the Information Manager. London, Facet Publishing, 2004.
14. Haynes, David: Metadata for information and retrieval. London, Facet Publishing, 2004.
15. Lancaster, F.W.: Intelligent Technologies in Library and Information Service applications. Washington, ASIS, 2001.
16. Marcella, R. and Maltby, A.: The Future of Classification. Aldershot, Gower, 2000.
17. Markless, Sharon and Streatfield, David.: Evaluating the impact of your Library. London, Facet Publishing, 2006.
18. Miller, Jeannie P.: Emerging issues in the electronic environment: challenges for librarians and researchers in the sciences. New York: Haworth Information Press 2004.
19. Morris, Anne: The application of Expert Systems in Libraries and Information Centres. London, Bowker- Saur, 1992.
20. Tennant, R. [Ed.]: XML in Libraries. New York, Neal - Schuman, 2002.
21. Whiteley, D.: E- Commerce: strategy, technology and applications. New Delhi. Tata McGraw - Hill, 2000.

Some Websites

1. www.infoLibrarian.com
2. www.ipl.org
3. www.asis.org
4. www.webjunction.org
5. www.infotoday.com
6. www.webology.ir
7. www.firstmonday.com
8. www.findarticles.com
9. www.ariadne.ac.uk
10. www.ijklo.org. (Interdisciplinary Journal of Knowledge and Learning Objects)
11. www.irrodl.org (International Review of Research in Open and Distance Learning)
12. www.imeraldinsight.com
13. www.elearnspace.org
14. www.w3.org

15. www.adlnet.org (Advanced Distributed Learning Initiative)
16. http://dublincore.org.
17. www.jisc.ac.uk. (Joint Information System Committee)
18. www.oclc.org
19. www.ifla.org.
20. www.unesco.org

— x x x —