

**UNIVERSITY OF MUMBAI**  
No.UG/ 363 of 2006.

**CIRCULAR :-**

A reference is invited to the Ordinances, Regulations and Syllabi relating to the degree of Bachelor of Library and information Science vide Pamphlet No.144 and to this office Circular No.UG/367 of 2003 dated 31<sup>st</sup> July, 2003 and the Head, ~~Mumbai~~ University Department of Library and Information Science, the Principals of the affiliated colleges in Arts, Science and Commerce and Assistant Registrar, Sub-Centre Ratnagiri are hereby informed that the recommendation made by the Ad-hoc Board of Studies in Library and Information Science at its meeting held on 5<sup>th</sup> August, 2006 has been accepted by the Academic Council at its meeting held on 18<sup>th</sup> August, 2006 vide item No.4.42 and that in accordance therewith the following changes are made in the syllabus for Paper-IV-Library Cataloguing in the Unit Nos.2,3 and 8 and Paper-VII-Computer Application to Library Work in the Unit Nos.6 and 7 and that the same has been brought into force with effect from the academic year 2006-2007 :-

**Paper IV - Library Cataloguing**

Unit No.2 and 3 be combined as "Physical and Inner Forms of Catalogues" as Unit No.3

Unit No.4 : Types of entries : Main, added, analytical, references. Parts of an entry be considered as Unit No.2,

Unit No.8 (i) Pre and Post Co-ordinate indexing systems and 8 (iii) Thesauri be deleted (from this paper as they are covered in Paper VI)

Unit Nos.5-10 to be read as Unit Nos. 4-9

Additional Unit No.10 be added as :  
10. Cataloguing in the Internet and Digital era,

**References :**

1. Bowman, J.H. : Essential Cataloguing, London, Facet Publishing, 2003.
2. Dhiman, Anil Kumar : Cataloguing of non book materials. New Delhi, Ess Ess Publication, 2004,
3. Dodd, Sue A. and Sand berg – Fox, Ann M. : Cataloguing Microcomputer files : a manual of interpretation for AACR 2, Chicago, American Library Association, 1985.
4. Haynes, David : Metadata for information Management and retrieval.

**Paper VII – Computer Application to Library Work**

5. Computer applications to Library and Information Work – In-house Operations, Information retrieval, Introduction to Library Software, familiarizing with CDS/ISIS.
6. Information Technology – basic concept, communication Technology.

References :

1. Rajaraman, V. : Introduction to Information Technology, New Delhi Prentice-Hall, 2003.
2. Turban, E, ruiner, R.K. and Potter, R.E. : Introduction to Information Technology, New York, Wiley, 2003.
3. Haravu, L.J. : Library Automation : Design, Principles and practice, New Delhi, Allied, 2004.

MUMBAI-400 032

16<sup>th</sup> September, 2006

To,

for REGISTRAR

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

A.C/4.42/18.08.2006

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No.UG/ 363-A of 2006, MUMBAI-400 032 16<sup>th</sup> September, 2006

Copy forwarded with compliments for information to :-

- 1) The Dean, Faculty of Arts,
- 2) The Dean, Faculty of Science,
- 3) The Dean, Faculty of Commerce,
- 4) The Chairman, 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 Offg. Controller of Examinations (10 copies), the Finance and Accounts Officer (2 copies), Record Section (5 copies), Publications Section (5 copies), the Deputy Registrar, Enrolment Eligibility and Migration Section (3 copies), the Deputy Registrar, Statistical Unit (2 copies), the Deputy Registrar (Accounts Section), Vidyanagari (2 copies), the Deputy Registrar, Affiliation Section (2 copies), the Director, Institute or Distance Education, (10 copies), the Deputy Registrar 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 as action taken report on the concerned resolution adopted by the Academic Council referred to in the above Circular and that no separate Action Taken Report will be sent in this connection. the Assistant Registrar, Constituent Colleges Unit (2 copies), BUCT (1 copy), the Deputy Account, Unit V (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)

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