GOVERNOR'S SECRETARIAT, BIHAR
RAJ BHAVAN, PATNA-800022

Letter No.BU(Regulations)-40/2014- 7/GS(I), Dated-

From,
N.K. Singh
Under Secretary

To,
The Vice Chancellor
B.R.A. Bihar University,
Muzaffarpur.

Sub:- Approval of the Admission Ordinance and Regulations of Master of Library and Information Science Course (under semester system) of B.R.A. Bihar University, Muzaffarpur.

Sir,

I am directed to invite a reference to the University's letter no. B/1186, dated 09.06.2014 on the subject noted above and to inform that Hon'ble Chancellor, after due consideration of the proposal of the University and advice of the Advisory Committee and in exercise of powers vested in him under Section 38(2) and 39(2)(ii) of the Bihar State Universities Act, 1976, as amended up-to-date, has been pleased to approve the Admission Ordinance and Regulations of Master of Library and Information Science Course (under semester system) in B. R. A. Bihar University (copy enclosed), from the Session 2013-14 onwards with the condition to seek approval of the number of seats from the State Government before beginning of the next academic session and send compliance to this Secretariat before commencement of the next academic session.

Further necessary action may kindly be taken accordingly.

Yours faithfully,

Encl.: As above

Sd/-
(N.K. Singh)
Under Secretary

Memo No.BU(Regulations)-40/2014- /GS(I), Dated-

Copy alongwith copy of approved Ordinance and Regulations of Master of Library and Information Science Course (under semester system) in B. R. A. Bihar University, forwarded to Principal Secretary, Education Department, Govt. of Bihar for information and necessary action.

Encl.: As above

Sd/-
(N.K. Singh)
Under Secretary

Memo No.BU(Regulations)-40/2014- 1114 /GS(I), Dated- 21-07-2014

Copy alongwith copy of approved Ordinance and Regulations of Master of Library and Information Science (under semester system) in B. R. A. Bihar University, forwarded to Scientist-D, In-charge Computer Cell, Raj Bhavan, Patna for uploading on the website of Raj Bhavan/Guard File of Regulations and Ordinance of B.R.A. Bihar University, Muzaffarpur

Encl.: As above

(N.K. Singh)
Under Secretary
Draft Ordinance
&
Regulation
for

MASTER IN
LIBRARY AND INFORMATION SCIENCE
(Two Years Integrated Course)
(A Self Financed Vocational/Professional Course)
Ordinance for Admission

1. Objectives 02
2. Eligibility for admission and selection 02
3. Reservation 03
4. Fee Structure 03
5. Number of seats 04
6. Minimum and Maximum Duration of the Course 04

Ordinance for Examination

1. Course structure 05-06
2. Conduct of examination and Publication of result. 07
3. Issue of Certificate 07
4. Certificate of excellence 07
5. Others 08-10

Director
INSTITUTE OF LIBRARY & INFORMATION SCIENCE
B. R. A. BIHAR UNIVERSITY, MUGAHPUR

Coordinator
College Development Cell
B. R. A. BIHAR UNIVERSITY, MUGAHPUR
1. OBJECTIVES

A proposal for the commencement of Master of Library and Information Science, two years integrated course in the Department of Library and Information Science, Central Library, B.R.A. Bihar University, Muzaffarpur, Bihar from the year 2014. Institute of Library and Information Science (B.L.L.S. Old Course) in the Year 2002 on self-financing basis under the scheme of UGC and has been run successfully till 2013. Now it merges with new concept, with two years integrated course as per the guidelines of UGC norms with a semester system. It is known as the P.G. Department of Library and Information Science.

The Department has its own building situated in the campus of University central Library, B.R.A. Bihar University, Muzaffarpur, Bihar and is equipped with its own Library facilities.

In the face of pressing demand of students, M.P.'s, M.L.A.'s, Social Workers, and Student Leaders for opening of Master of Library and Information Science, the Vice-Chancellor, after meeting the students, M.P.'s, M.L.A.'s, Social Workers and Student Leaders directed us to prepare a proposal for the commencement of M.L.I.S. (two years integrated course) in the University. So, we are submitting the proposal for the two years integrated Master of Library and Information Science Course.

2. ELIGIBILITY FOR ADMISSION AND SELECTION

For selection and admission to two years integrated Master of Library and Information Science course:

- A candidate should have passed Bachelor Examination of any discipline/ equivalent examination from a recognised University of India with an aggregate of minimum 45% marks. The Candidate should also have a certificate of good conduct. Admission will be made through an entrance test to be conducted by the concerned department/ University.
- Application form will be available at Department of Library and Information Science, B.R.A. Bihar University, Muzaffarpur.
- Director's/ Competent authority's consent is essential for admission to the above course.
• Selection procedure will be strictly on the discretion of the Director/ Competent authority under prescribed University guidelines.
  • The Department reserves the right to take any decision in all matters of admission.

3. RESERVATION

Reservation of seats for admission in Master of Library and Information Science, two years course shall be in accordance with the rules. In no case, the percentage of reservation fixed by the State Government will exceed.

4. FEE STRUCTURE

<table>
<thead>
<tr>
<th>Semester</th>
<th>(General and others)</th>
<th>(SC/ST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>Admission Fee 1000/-</td>
<td>1000/-</td>
</tr>
<tr>
<td></td>
<td>Tuition Fee 5000/-</td>
<td>4000/-</td>
</tr>
<tr>
<td></td>
<td>Development Fee 2000/-</td>
<td>2000/-</td>
</tr>
<tr>
<td>2nd</td>
<td>Admission Fee 1000/-</td>
<td>1000/-</td>
</tr>
<tr>
<td></td>
<td>Tuition Fee 5000/-</td>
<td>4000/-</td>
</tr>
<tr>
<td></td>
<td>Development Fee 2000/-</td>
<td>2000/-</td>
</tr>
<tr>
<td>3rd</td>
<td>Admission Fee 1000/-</td>
<td>1000/-</td>
</tr>
<tr>
<td></td>
<td>Tuition Fee 5000/-</td>
<td>4000/-</td>
</tr>
<tr>
<td></td>
<td>Development Fee 2000/-</td>
<td>2000/-</td>
</tr>
<tr>
<td>4th</td>
<td>Admission Fee 1000/-</td>
<td>1000/-</td>
</tr>
<tr>
<td></td>
<td>Tuition Fee 5000/-</td>
<td>4000/-</td>
</tr>
<tr>
<td></td>
<td>Development Fee 2000/-</td>
<td>2000/-</td>
</tr>
</tbody>
</table>
Admission fee will be realised at the time of each semester in the form of Bank Draft/
Banker's Cheque. Application form will cost Rs.500/- each semester to be paid through
Challan in P.N.B. Khanna Road, Branch By Cash (in special circumstances) in the office
of the Central Library during working days.

6. NUMBER OF SEATS

Total seats for admission in Master of Library and Information Science (Two years Integrated
Course) will be one hundred (100) only.

7. MINIMUM AND MAXIMUM DURATION OF COURSE

The Master of Library and Information Science course is divided into four semesters
and each semester is of 6(six) months' duration.

The first and second semester is previous, the third and fourth semester is final year.
The minimum duration for completion of this course is two years and the maximum is four
years.

Director
INSTITUTE OF LIBRARY & INFORMATION SCIENCE
B. R. A. BIHAR UNIVERSITY, MUZAFFARPUR

Co-ordinator
DEPARTMENT OF LIBRARY SCIENCE
B. R. A. BIHAR UNIVERSITY
MUZAFFARPUR
# I. Course Structure

<table>
<thead>
<tr>
<th>SUBJECT CODE</th>
<th>PAPER</th>
<th>SUBJECT NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>MLISc. 001</td>
<td>PAPER I</td>
<td>Foundation of Library and Information Science</td>
</tr>
<tr>
<td>MLISc. 002</td>
<td>PAPER II</td>
<td>Knowledge Organization Information Processing and</td>
</tr>
<tr>
<td>MLISc. 003</td>
<td></td>
<td>Information processing and retrieval</td>
</tr>
<tr>
<td>MLISc. 004</td>
<td>PAPER IV</td>
<td>Information Management (Theory - Practical)</td>
</tr>
<tr>
<td>MLISc. 005</td>
<td>PAPER V</td>
<td>Management of Library and Information Centre</td>
</tr>
<tr>
<td>MLISc. 006</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MLISc. 007</td>
<td>PAPER VI</td>
<td>University Management System and Development</td>
</tr>
<tr>
<td>MLISc. 008</td>
<td>PAPER VII</td>
<td>Research Methods and Information Techniques</td>
</tr>
<tr>
<td>MLISc. 009</td>
<td>PAPER VIII</td>
<td>Information Communication and Information Society</td>
</tr>
<tr>
<td>MLISc. 010</td>
<td>PAPER IX</td>
<td>Information Storage and Retrieval System</td>
</tr>
<tr>
<td>MLISc. 011</td>
<td>PAPER X</td>
<td>Library Automation (Theory)</td>
</tr>
<tr>
<td>MLISc. 012</td>
<td>PAPER XI</td>
<td>Library Automation (Practical)</td>
</tr>
<tr>
<td>MLISc. 013</td>
<td>PAPER XII</td>
<td>Information Technology and its Application</td>
</tr>
<tr>
<td>MLISc. 014</td>
<td>PAPER XIII</td>
<td>Electronic Information System</td>
</tr>
<tr>
<td>MLISc. 015</td>
<td>PAPER XIV</td>
<td>Research Methods and information Techniques</td>
</tr>
<tr>
<td>MLISc. 016</td>
<td>PAPER XV</td>
<td>Dissertation with viva-voce</td>
</tr>
</tbody>
</table>

Director

INSTITUTE OF LIBRARY & INFORMATION SCIENCE
B. R. A. BHAR UNIVERSITY, MIZAFFARABAD

[Signatures and dates]
### SEMESTER-01

<table>
<thead>
<tr>
<th>SUBJECT CODE</th>
<th>SUBJECT</th>
<th>PASS MARKS</th>
<th>FULL MARKS</th>
<th>No. OF CLASSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>MLIs. 001</td>
<td>PAPER I (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 002</td>
<td>PAPER II (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 003</td>
<td>PAPER III (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 004</td>
<td>PAPER IV (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
</tbody>
</table>

### SEMESTER-02

<table>
<thead>
<tr>
<th>SUBJECT CODE</th>
<th>SUBJECT</th>
<th>PASS MARKS</th>
<th>FULL MARKS</th>
<th>No. OF CLASSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>MLIs. 005</td>
<td>PAPER V (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 006</td>
<td>PAPER VI (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 007</td>
<td>PAPER VII (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 008</td>
<td>PAPER VIII (Pr.)</td>
<td>40</td>
<td>100</td>
<td>160</td>
</tr>
</tbody>
</table>

### SEMESTER-03

<table>
<thead>
<tr>
<th>SUBJECT CODE</th>
<th>SUBJECT</th>
<th>PASS MARKS</th>
<th>FULL MARKS</th>
<th>No. OF CLASSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>MLIs. 009</td>
<td>PAPER IX (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 010</td>
<td>PAPER X (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 011</td>
<td>PAPER XI (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 012</td>
<td>PAPER XII (Pr.)</td>
<td>40</td>
<td>100</td>
<td>160</td>
</tr>
</tbody>
</table>

### SEMESTER-04

<table>
<thead>
<tr>
<th>SUBJECT CODE</th>
<th>SUBJECT</th>
<th>PASS MARKS</th>
<th>FULL MARKS</th>
<th>No. OF CLASSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>MLIs. 013</td>
<td>PAPER XIII (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 014</td>
<td>PAPER XIV (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 015</td>
<td>PAPER XV (Th.)</td>
<td>36</td>
<td>100</td>
<td>160</td>
</tr>
<tr>
<td>MLIs. 016</td>
<td>PAPER XVI (Pr.)</td>
<td>40</td>
<td>100</td>
<td>160</td>
</tr>
</tbody>
</table>

- 36% and above but less than 45%: Pass.
- 45% and above but less than 60% in aggregate: Second Class.
- 60% and above in aggregate: First Class.
- 75% and above in aggregate: First class with distinction.

Note: In the Dissertation paper Viva-Voce shall be conducted jointly by the External and Internal Examiners. However, in case of difference of opinion the decision of the External examiner shall be final.
2. CONDUCT OF EXAMINATION AND PUBLICATION OF RESULT

a. To be admitted to the examination for Master of Library and Information Science, a candidate

   The examination shall be held in the month of September and that of practical paper one hour.

b. The enrolled candidates are required to appear at term examination at the end of each

   semester, the date to be notified by the examination section of the University.

   Practical examination shall be conducted by the External and Internal Examiners approved by
   the Vice-Chancellor Competent Authority.

   The Project work shall also be evaluated by the External and Internal Examiners approved by
   the Vice-Chancellor Competent Authority.

   The examination in semester I and II is conducted on 10th and 16th December at
   Muzaffarpur whereas shall also evaluate the date of examination centre of examination and
   necessary fee.

c. In order to pass each semester course examination, a candidate must obtain at least 50% of

   marks in each paper.

   The name of successful candidates shall be arranged in order of merit as follows:

   - Candidates who secure 75% or more marks in all papers of examination taken together shall be declared to have passed in the First Class with distinction.
   - Candidates securing 60% marks in aggregate or more but less than 75% shall be placed in First Class.
   - Candidates securing 45% marks or more but less than 60% marks in aggregate shall be placed in Second Class.
   - Candidates securing 35% marks and above but less than 45% shall be declared to have passed the examination.

3. ISSUE OF CERTIFICATE

After successful completion of all semester course examinations, a candidate will be awarded a
degree in Master of Library and Information Science under the seal and signature of Vice –
Chancellor, B.R.A. Bihar University, Muzaffarpur, Bihar.

4. CERTIFICATE OF EXCELLENCE

A successful candidate securing the highest marks in first class at final examination will be given a
Certificate of Excellence / Gold medal provided he/she has cleared all the semester course
examinations in the very first attempt. If two students secure the same marks in final examination,
certificate of excellence will be given to both of them.

[Signature and Seal]
Registrar
B.R.A. Bihar University, Muzaffarpur

[Signature and Seal]
Director
INSTITUTE OF LIBRARY & INFORMATION SCIENCE
B. R. A. BIHAR UNIVERSITY, MUZAFFARPUR
5. OTHERS

(A) BASIC INFRASTRUCTURE

The Department of Library and Information Science’s 5-year Master's Program has its own new building located in the campus of the university. Central library which consists of one big hall, one semi-big hall, office room, teachers' room, Director’s room, chairs, projector, Electronic Board, well-equipped furniture and Library facilities. So, Mass classes can be held smoothly and successfully in its department's building.

For the students, there is a boys and girls toilet along with wash basins are there. There is also an open ground where students can sit in sun light in the winter season and can take their refreshment there. These amenities facilitate students' objectives to be fulfilled.

(B) ADVISORY COMMITTEE

There will be an Advisory Committee which will consist of Hon'ble Vice Chancellor as Chairman, Dean of the faculty of Social Science, C.C.D.C., Officer of the Central Library (Assistant Librarian), Deputy Librarian, Librarian as members and Director of the Department as Member Secretary. The committee will meet yearly to improve and develop the working of the Master in Library and Information Science course as well as the Department.

(C) EDUCATIONAL AND OTHER QUALIFICATIONS FOR THE POST OF DIRECTOR

Essential:
1. Good academic record plus Master's Degree in Library and Information Science from a recognized University with at least 55% of marks.
3. Should be an eminent person in the field of Library and Information Science with experience in teaching.

Desirable:
1. Good Publication record in Library and Information Science subjects
2. Diploma in Computer Application/Diploma in Information Technology or P.G. Diploma in Library Automation and Networking.
3. The Person should be in the AGP of Rs. 6000/- and above with experience in Educational or Administrative field.

(D) EDUCATIONAL AND OTHER QUALIFICATIONS FOR THE RESOURCE PERSONS/GUEST FACULTY/PTAP

Essential:
1. Good academic record plus Master's Degree in Library and Information Science from a recognized university with at least 55% of marks.

Desirable:
2. P.G. Diploma in Computer Application or P.G. Diploma in Library Automation and Networking.
(E) EDUCATIONAL AND OTHER QUALIFICATIONS FOR OFFICE STAFF

1. Bachelor's Degree from a recognized University
2. Ability to type in Hindi and English

Desirable:
1. Experience in Library and Information Science field
2. Diploma in Computer application from any recognized institution

(G) PEONS

There shall be need of two peons (one male and one female) and a Durban

Essential:
1. Matric or Equivalent from a recognized Board / Institution.

Their Remuneration Honorarium will be fixed as per the rules and regulations of the University Vocational Courses.

(H) MODE OF DEPOSIT AND PAYMENT

This is a self-financing scheme of the department. There will be a joint Bank Account of the MLIS course which will be operated by the Director and Finance Officer of the University. Fees and other amount will be deposited in this account.

Upto the amount of Rupees Ten Thousand, the Director shall be authorized for expenditure, but for expenditure of over Rupees Ten Thousand, the joint signature of Finance Officer and Director will be required to operate the account with prior permission of the Hon'ble Vice-Chancellor, to meet expenditure under the heads of payment of honorarium, purchase of books, equipments, beautification (cutting grasses, planting trees and flowers etc.) and maintenance etc.

(I) UNSUCCESSFUL STUDENTS

If a candidate has been sent up for the University Examination but fails to appear at or to pass the examination, he/she will be allowed to appear at two consecutive examination subsequently to the one for which he/she was sent up on payment of prescribed fee without attendance at lectures and practical works.

Besides this, if he/she fails to appear at or to pass the examination, he/she will be have to take a fresh admission like other P.G. courses in the University.
(J) FEASIBILITY

Master of Library and Information Science is a professional course. It is a specialized area of study and research. The graduates have a better chance of getting better jobs and higher positions in their lives.

Note: Any other matter which is not included in the Draft Ordinance and Regulation will be guided as per existing University Rules.

(Dr. P.K. Roy)
Prof. In-Charge
University Central Library
&
Dean, Social Science
B.R.A. Bihar University,
Muzaffarpur

(Dr. B. P. Singh)
C.C.D.C.
B.R.A. Bihar University
Muzaffarpur

(Prof. V.N. Shukla)
Registrar
B.R.A. Bihar University
Muzaffarpur

Institute of Library & Information Science
B.R.A. Bihar University, Muzaffarpur

27. 6. 14
Jan. 2015
27. 6. 14