



Speed Post

GOVERNOR'S SECRETARIAT, BIHAR  
RAJ BHAVAN, PATNA-800022Letter No.BU(Regulations)-40/2014- /GS(I), Dated-  
From,N.K. Singh  
Under SecretaryTo,  
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 SecretaryMemo 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 SecretaryMemo 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

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

B.R.A. BIHAR UNIVERSITY, MUZAFFARPUR, BIHAR



Draft Ordinance  
&  
Regulation  
for

**MASTER IN  
LIBRARY AND INFORMATION SCIENCE**

(Two Years Integrated Course)

(A Self Financed Vocational/Professional Course)

R.P. Mishra  
27.06.14  
A-15

SK Verma  
27.6.14  
27.6.14

*[Signature]*  
27.6.14

*[Signature]*  
27/6/14  
Registrar  
B.R.A. University

**Ordinance for Admission**

Page No.

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	<del>05-06</del>
2. Conduct of examination and Publication of result.	07
3. Issue of Certificate	07
4. Certificate of excellence	07
5. Others	08-10

27.6.14  
 Registrar  
 B. R. A. BIHAR UNIVERSITY  
 MUZAFFARPUR

*[Handwritten Signature]*  
 6/27/14

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

*[Handwritten Signature]*  
 C. B. M.

Coordinator  
 College Development Cell  
 B. R. A. BIHAR UNIVERSITY  
 MUZAFFARPUR

*[Handwritten Signature]*

SK Verma 27.6.14

*[Handwritten Signature]* 27.6.14

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## 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, Bihar University, Muzaffarpur, Bihar started Bachelor of Library and Information Science (B.L.I.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.

*B. Singh*  
23.6.14  
Registrar  
B.R.A. Bihar University  
Muzaffarpur

*B. Singh*  
6/7/14  
Director

*B. Singh*  
6.3.14

- 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

#### 1<sup>st</sup> Semester: -

	For (General and others)	For (SC/ST)
• Admission Fee	1000/-	1000/-
• Tuition Fee	5000/-	4000/-
• Development Fee	2000/-	2000/-

#### 2<sup>nd</sup> Semester: -

	For (General and others)	For (SC/ST)
• Admission Fee	1000/-	1000/-
• Tuition Fee	5000/-	4000/-
• Development Fee	2000/-	2000/-

#### 3<sup>rd</sup> Semester: -

	For (General and others)	For (SC/ST)
• Admission Fee	1000/-	1000/-
• Tuition Fee	5000/-	4000/-
• Development Fee	2000/-	2000/-

#### 4<sup>th</sup> Semester: -

	For (General and others)	For (SC/ST)
• Admission Fee	1000/-	1000/-
• Tuition Fee	5000/-	4000/-
• Development Fee	2000/-	2000/-

*[Handwritten Signature]*  
11/7/14

Director

1000/- INSTITUTE OF LIBRARY & INFORMATION SCIENCE  
4000/- B. R. A. BIHAR UNIVERSITY, MUZAFFARPUR  
2000/-

*[Handwritten Signature]*  
6.3.14

Registrar

B. R. A. BIHAR UNIVERSITY  
MUZAFFARPUR

*[Handwritten Signature]*  
D. K. S. S.

SK Verma, 14 B

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. Khadra Road, Branch/By Cash (in special circumstances) in the office of the Central Library during working days.

6. NUMBER OF SEATS

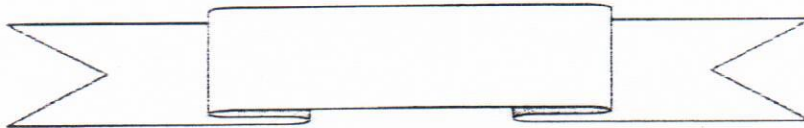
Total seats for admission in Master of Library and Information Science (Two years Integrated Course) will be one hundred (100) only.

7. MINIMUM AND MAXIMUM DURATION OF COURSE

The Master of Library and Information Science course is divided in to 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.



*[Handwritten Signature]*  
6/3/14

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

*[Handwritten Signature]*  
6.3.14

Co-ordinator  
Library Development Centre  
B. R. A. BIHAR UNIVERSITY  
MUZAFFARPUR

*[Handwritten Signature]*  
27/06

*[Handwritten Signature]*  
23.6.14  
For  
Registrar  
B. R. A. BIHAR UNIVERSITY  
MUZAFFARPUR

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# I. COURSE STRUCTURE

## SUBJECT PAPER OF MASTER IN LIBRARY AND INFORMATION SCIENCE

SUBJECT CODE	PAPER	SUBJECT NAME
MLISc. 001	PAPER I	Foundations of Library and Information Science
MLISc. 002	PAPER II	Knowledge Organisation, Information processing and
MLISc. 003	PAPER III	Information processing and retrieval (Practical)
MLISc. 004	PAPER IV	Systems and Technology (Theory & Practical)
MLISc. 005	PAPER V	Management of Library and Information Centres
MLISc. 006	PAPER VI	Library and Information Science Research
MLISc. 007	PAPER VII	Emergence of Science, Structure and Development
MLISc. 008	PAPER VIII	Practical work
MLISc. 009	PAPER IX	Information Communication and Information Society
MLISc. 010	PAPER X	Information Storage and Retrieval System
MLISc. 011	PAPER XI	Library Automation (Theory)
MLISc. 012	PAPER XII	Library Automation (Practical)
MLISc. 013	PAPER XIII	Information Technology and its Application
MLISc. 014	PAPER XIV	Flexible Information System
MLISc. 015	PAPER XV	Research Methods and Information Techniques
MLISc. 016	PAPER XVI	Dissertation with viva-voce

*Pr. Roy*  
6/3/14

*B. Singh*  
6.3.14

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

2014  
23-6-14  
Muzaffarpur

*R. K. Mishra*

R. K. Mishra

Sk. Verma

*23-6-14*  
Registrar  
B. R. A. Bihar University  
Muzaffarpur

*23-6-14*

**SEMESTER-01**

SUBJECT CODE	SUBJECT	PASS MARKS	FULL MARKS	No. OF CLASSES
MLISc. 001	PAPER I (Th.)	36	100	160
MLISc. 002	PAPER II (Th.)	36	100	160
MLISc. 003	PAPER III (Pr.)	40	100	160
MLISc. 004	PAPER IV (Th. & Pr.)	20 (Th.) + 20 (Pr.)	100 (Th.) + 100 (Pr.)	120 (Th.) + 140 (Pr.) = 260

**SEMESTER-02**

SUBJECT CODE	SUBJECT	PASS MARKS	FULL MARKS	No. OF CLASSES
MLISc. 005	PAPER V (Th.)	36	100	160
MLISc. 006	PAPER VI (Th.)	36	100	160
MLISc. 007	PAPER VII (Th.)	36	100	160
MLISc. 008	PAPER VIII (Pr.)	40	100	160

**SEMESTER-03**

SUBJECT CODE	SUBJECT	PASS MARKS	FULL MARKS	No. OF CLASSES
MLISc. 009	PAPER IX (Th.)	36	100	160
MLISc. 010	PAPER X (Th.)	36	100	160
MLISc. 011	PAPER XI (Th.)	36	100	160
MLISc. 012	PAPER XII (Pr.)	40	100	160

**SEMESTER-04**

SUBJECT CODE	SUBJECT	PASS MARKS	FULL MARKS	No. OF CLASSES
MLISc. 013	PAPER XIII (Th.)	36	100	160
MLISc. 014	PAPER XIV (Th.)	36	100	160
MLISc. 015	PAPER XV (Th.)	36	100	160
MLISc. 016	PAPER XVI (Pr.)	40	100	160

- 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.

*[Handwritten Signature]*  
22/06

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27-06-14  
Registrar  
B. R. A. BIHAR UNIVERSITY  
MUNDAKESWAR

*[Handwritten Signature]*  
6/7/14  
Director

*[Handwritten Signature]*  
6-3-14  
Co-ordinator  
Development  
B. R. A. BIHAR UN

A. H. Mishra

C. K. Verma



## 2. CONDUCT OF EXAMINATION AND PUBLICATION OF RESULT

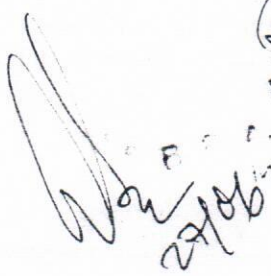
- a. To be admitted to the examination for Master of Library and Information Science, a candidate shall be required to appear in the examination for the first semester.
- b. The examination in each theory paper shall be of three hours duration and that of practical paper one hour.
- c. The enrolled candidates 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.
- d. The practical examination shall be conducted by the External and Internal Examiners approved by the Vice - Chancellor / Competent Authority.
- e. The Project work shall also be evaluated by the External and Internal Examiners approved by the Vice - Chancellor / Competent Authority.
- f. The examination of semester course shall be conducted by B.R.A. Bihar University, Muzaffarpur which shall also finalize the date of examination, centre of examination and necessary fee.
- g. In order to pass each semester course examination, a candidate must obtain at least 36% of marks in each paper.
- h. 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 36% marks and above but less than 45% shall be declared to have passed the examination.

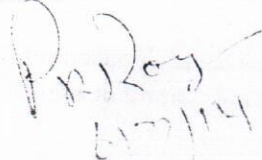
## 3. ISSUE OF CERTIFICATE

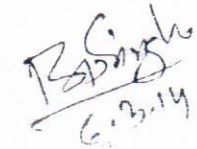
After successful completion of all semester course examinations, a candidate will be awarded a degree in Master of Library and Information Science under the seal and signature of Vice - Chancellor, B.R.A. Bihar University, Muzaffarpur, Bihar.

## 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.


  
 27-06-14  
 Registrar  
 B. R. A. Bihar University  
 MUZAFFARPUR


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


  
 G. Singh  
 6.3.14

B. R. A. BIHAR UNIVERSITY  
 MUZAFFARPUR

**5. OTHERS**

**(A) BASIC INFRASTRUCTURE**

The Department of Library and Information Science, U.P. State University, Meerut 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, MLIS classes can be held smoothly and successfully in its department's building.

Facilities like amenities are also available for the students. Girls and Boys' 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.
- 2. Ph.D. in Library and Information Science/Documentation Science/Information Science.
- 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:**

- 1. Ph.D./ UGC-NET/ M.Phil. Degree in Library & Information Science/ Documentation.
- 2. P.G. Diploma in Computer Application or P.G. Diploma in Library Automation and Networking.

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22/06

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22/06/14  
Registrar  
U.P. State University  
MUZAFFARPUR 8

*[Handwritten signature]*  
6/3/14  
Director

*[Handwritten signature]*  
6.3.14

(F) EDUCATIONAL AND OTHER QUALIFICATIONS FOR OFFICE STAFF

For the posts of Librarian, Assistant Librarian and Library Assistant, the minimum educational qualification shall be as follows:-  
1. Bachelor's Degree in Library Science or equivalent from a recognized University.  
2. Ability to type in Hindi and English.

(F) OFFICE ASSISTANT

**Essential:**

- 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 rates 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 have to take a fresh admission like other P.G. Courses in the University.

*[Handwritten signature]*

22-02-14  
 Director  
 INSTITUTE OF LIBRARY & INFORMATION SCIENCE  
 BHU UNIVERSITY, Muzaffarpur

*[Handwritten signature]*  
 6/3/14

(J) FEASIBILITY

Master of Library and Information Science is a professional course. It is a specialized area of study. It is a two-year programme. It is a course which is designed for those who are interested in the field of library and information science with superior academic record. This M.L.S. qualification can help persons to occupy 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.

*(Signature)*  
6/27/14  
**(Dr. P.K. Roy)**  
Prof. In-Charge  
University Central Library  
&  
Dean, Social Science  
B.R.A. Bihar University,  
Muzaffarpur

*(Signature)*  
6/27/14  
**(Dr. B. P. Singh)**  
C.C.D.C.  
B.R.A. Bihar University  
Muzaffarpur

*(Signature)*  
6/27/14  
**(Dr. V.N. Shukla)**  
Registrar  
B.R.A. Bihar University  
Muzaffarpur

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

*(Signature)*  
27.06.14

*(Signature)*  
27.6.14

*(Signature)*  
27/06

*(Signature)*  
27.6.14  
cc