

School Library Services at Senior High School 2 of Makassar

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ABSTRACT

This study examines School Library Services at SMA Negeri 2 Makassar. The focus of this research is how the description of school library services in SMA Negeri 2 Makassar. The purpose of this study was to obtain data about the description of school library services in SMA Negeri 2 Makassar. The approach and type of research used in this research are descriptive qualitative. Sources of data in this study are the Principal, librarian and students. Data collection techniques used in this study were observation, interviews and documentation in the form of data to strengthen the results of the study. Data analysis uses data reduction, data exposure and drawing conclusions and data verification. The results showed that the School Library Services in Makassar 2 Public High Schools are: (1) Circulation services include the process of borrowing and returning books in the library. The loan process must first become a member of the library by purchasing a library member identity card. The process of borrowing books is given one to two semesters for textbooks and for public books for a period of one week. If it is returned late it will be subject to sanctions. Extension of library materials by bringing books and library cards. Then the return process is to bring the borrowed book. (2) Technical services include procurement and management of library materials. The process of procuring library materials selects by paying attention to the good or needed books and the books that are lacking in the library. The process of ordering library materials in the form of BOS and government funding assistance. In the process of exchanging library materials, the school will give it to the school which asks or needs books by making a receipt. Management of library materials such as the process of inventory, classification and cataloging. The inventory process is the library material that is carried out in the inspection after that the grouping of library materials. The classification process of library materials is done by classifying books based on the contents of the book. While the application of the cataloging process is by recording books.

Keywords: Learning Innovation; Services; School Libraries .

INTRODUCTION

Education is a form of embodiment of human culture that is dynamic and full of development (Cantor et al., 2021; Stetsenko, 2011; Tancredi et al., 2021). This happens in line with changes in the culture of life (Lucia-Casademunt et al., 2015; Steiner et al., 2015). Changes in the sense of improving education after a long effort in Indonesia. In the Law of the Republic of Indonesia Number 20 of 2003 concerning the National Education System Chapter I Article 1 it is stated that: Education is defined as a conscious and planned effort to create a learning atmosphere and learning process so that students actively develop their potential to have religious spiritual strength (Agbo & Oyeler, 2019; Lucia-Casademunt et al., 2015; WAJDI et al., 2018; Zimmerman,

2013), control self, personality, intelligence, noble character, and skills needed by himself, society, nation and state.

One of the educational facilities that affect educational outcomes is a library (Haddow, 2013; Owoeye & Olatunde Yara, 2011; Ramli et al., 2018; Ruhjana & Aeni, 2019), where this library must allow educational staff and students to have the opportunity to expand and deepen their knowledge by reading library materials that contain the necessary knowledge. The school library is an educational facility owned by the school that can be used to assist the learning process in education or school. In the Law of the Republic of Indonesia Number 43 of 2007 concerning libraries, briefly explains the meaning of libraries as in paragraph 1, namely: Libraries are institutions that manage collections of written works, printed works (Lewis, 2013; Price & Robinson, 2017; Prytherch, 2016; Walters, 2012), and/or recorded works in a professional manner with a standard system to meet educational needs. , research, preservation, information, and recreation of users.

Given that the library is one of the units that provide services to students, with the intention of helping and supporting the learning process in schools, serving the required information and providing recreational services through the collection of library materials. Therefore, the library needs to be managed properly in order to keep up with the times. The library is a center for student interaction with books, so the library is very important in the learning process. Convenience and completeness of book collections is an absolute requirement to increase students' willingness and ability to learn. So, serious library management is needed regarding library arrangement. Because this affects students' interest in learning. Various facilities and services are available in the library including literature, journals and magazines, research results as well as cultural activities. Education is basically a conscious effort to develop the potential of students' human resources by encouraging and facilitating their learning activities.

Permendiknas Number 24 of 2007 concerning the standard of facilities and infrastructure for Elementary Schools/Madrasah Ibtidaiyah (SD/MI), Junior High Schools/Madrasah Tsanawiyah (SMP/MTs), and High Schools/Madrasah Aliyah (SMA/Ma) includes the minimum criteria for facilities and the maximum criteria for infrastructure. The facilities and infrastructure in question are the library room. The library room is a place to store and obtain information from various types of library materials, which functions as a place for students and teachers to obtain information from various types of library materials by reading, observing, listening, and at the same time a place for officers to manage the library.

The ideal library service can be more attractive, friendly, fast, and accurate, this means that the orientation of library services must be based on user needs, anticipating the development of information technology and friendly services, in other words placing users as one of the important factors influencing policy in a library. . Library services are carried out in an excellent manner and oriented to the interests of users, this means that library services are the main things that must be realized. Therefore, the

provision of facilities and infrastructure for the service process is very necessary, including the provision of literature in printed or electronic form. Library services are activities whose implementation is carried out by establishing relationships, either directly or indirectly, with people who will use library services. Service is the ultimate goal to be achieved by the library. All library activities, from the head of the library to all affairs and librarian groups, are directed to create a conducive atmosphere so that library services run smoothly and well (Ibrahim Bafadal, 2015:173).

In the perspective of school management, special services are one of the substances in school management, one of which involves the school library. The organization of a school library is not only for collecting and storing library materials, but with the existence of a school library, it is hoped that students will gradually have the pleasure of reading which is a fundamental tool for learning both at school and outside of school. The school library as one of the educational facilities supporting student learning activities plays a very important role in spurring the achievement of educational goals in schools. Management of special services in schools must be managed properly, so that it can help facilitate the learning process and provide services to the needs of students, so that educational goals can be achieved effectively and efficiently. One of the special services implemented at SMA Negeri 2 Makassar is library services.

The advantage of a school library is as a source of teaching and learning activities, namely helping educational and teaching programs in accordance with the objectives contained in the curriculum. Helping students to clarify and expand their knowledge in each field of study. Develop a reading interest and culture that leads to self-study habits. Helping students to develop their talents, interests and hobbies. Familiarize students to look for information in the library. One of the steps that will determine the success or failure of the teaching and learning process is the need for reading activities.

The school library provides books, a complete collection becomes very important for teachers and students in relation to the need to improve learning and teaching activities. Especially for students, the library is very important because it can help students to actively find out what they have to learn on their own. Organizing a school library is not only collecting and storing library materials, but also helping students and teachers complete tasks in the learning process. Therefore, the library materials owned by the school library must be able to support the learning process. In order to support this process, the procurement of library materials should consider the school curriculum and the interests of its users, especially students and teachers.

Therefore, the teaching and learning process of teachers must be able to direct students' skills in terms of fostering student interest in reading so that students can become independent in seeking knowledge, fostering interest in reading is one aspect of library development, because the purpose of libraries is to participate in the intellectual life of the nation and support development. National. Based on initial observations,

SMA Negeri 2 Makassar is one of the favorite high schools in the city of Makassar which is accredited A and is in great demand by students. This attracted the attention of researchers to conduct research to find out more about how the school library services at SMA Negeri 2 Makassar.

Based on the results obtained from initial observations, the phenomena that occur in the field of library services are still less than optimal, where library management has not been carried out properly, starting from the procurement of library materials, arrangement of library space, and the size of the library has not been as expected. The conditions that occur are the narrow library space, the availability of library materials that are still lacking, especially in collections such as educational magazines, tabloids, newspapers, and the lack of interest of students to come to visit the library, lack of book storage shelves so that there are still many books that are not neatly arranged, lack of tables and chairs. If this is left alone, then students are less motivated to use the library as a place of learning other than in the class given by the teacher. So that the knowledge gained by students is still lacking, because the library is not used as a place of learning other than in the classroom to get the knowledge and information needed. The explanation above shows the importance of library services for the advancement of education, especially in schools, therefore researchers are interested in conducting further research on "School Library Services at SMA Negeri 2 Makassar." This research is focused on how the description of school library services in SMA Negeri 2 Makassar.

METHOD

The implementation of this study used a qualitative descriptive approach and type of research based on the following considerations: first; This study intends to develop the concept of thinking, understanding of the school library service system at SMA Negeri 2 Makassar. Second; The research intends to analyze and interpret a fact that produces descriptive data, in the form of words, behavior, which can be observed both orally and in writing or in other words, wants to describe the reality in the field.

This research was conducted at the Agency for Personnel and Human Resources Development (BKPSDM) of Buleleng Regency intentionally (purposively) with the consideration of being one of the Regional Work Units (SKPD) responsible for personnel administration to civil servants and the Regent. This research is a qualitative research using descriptive method in order to describe the state of the subject/object of the researcher based on the facts of the field. Primary data sources are obtained from structural officials, officers who directly deal with application program users at the Agency for Personnel and Human Resources Development. And secondary data obtained from databases or reports through the Personnel Service Information Center.

Considering that the object of qualitative research is a social situation, it means that the researcher enters the social situation to be studied, so that the researcher can be

accepted by the informants, an approach to the informants related to research is needed. Researchers are expected to be able to interact with subjects fairly in the field, adjust to the existing situations and conditions. Good relationship between researchers and subjects before and during the field is the main key to success in data collection. Research with a qualitative approach is based on the presence of the researcher in the field, because the qualitative researcher is the instrument himself and he must interact deeply with the data sources, therefore the presence of the researcher is quite long in the field. In the preliminary study stage, the research was carried out for approximately one month.

This research is located at SMA Negeri 2 Makassar, precisely on Jalan Baji Gau III Number 17, Baji Mappakasunggu Village, Mamajang District, Makassar City. Researchers collect data directly to the object under study through observation and interviews. Informants who are used as sources of data in research are informants who are directly related to the research and understand the situation and conditions under study. The informants used as data sources are the principal of SMA Negeri 2 Makassar, librarians and students (i). The data and information needed in this research are qualitative. Qualitative data relating to data that still requires processing and analysis related to the relevant information from the use. In addition, there are supporting data used by the author in compiling this research, namely documents or written sources relating to research needs such as magazines, internet, books related to the research title, namely School Library Services at SMA Negeri 2 Makassar.

In accordance with the form of qualitative research and the types of data sources used, the data collection techniques used in this research are: Interview Methods, Observation Methods and Documentation Methods. This research uses triangulation. According to Gunawan (2015) Triangulation is a method of synthesizing data against its truth by using other data collection methods. In this research, the triangulation used is source triangulation and technique triangulation. The stages and research processes that will be passed include the pre-field stages, the field work stages, the data analysis stage, the report generation stage and the formulation of research results.

RESULTS OF RESEARCH AND DISCUSSION

Based on the results of observations and interviews with school library services at SMA Negeri 2 Makassar which are applied in the form of circulation services and technical services:

Circulation Services at the Library

Circulation is a service that provides an opportunity for users to borrow library materials to be taken outside the library. However, circulation can also be interpreted as circulation and circulation which has a broad scope and does not only consist of an

activity, namely borrowing but includes many activities. According to Bafadal-Ibrahim (2000:24), "circulation services are work activities in the form of providing assistance to library users in the process of borrowing and returning library materials". Circulation services are divided into two parts, namely the process of borrowing and the process of returning library materials. Where the lending process includes the loan period, book extensions, types of books that can be borrowed and the equipment needed. Meanwhile, for the process of returning library materials, only the equipment needed.

Based on the results of research conducted by researchers through the application of circulation services in the school library of SMA Negeri 2 Makassar, the process of borrowing books in the school library must first be registered as a member of the library by buying a library card for twenty thousand rupiah (Rp. 20,000) for 3 years. The period given is for textbooks for one or two semesters while general books are 1 week, then for book extensions by coming to report to the librarian and bringing borrowed books and borrowed books can be extended continuously, if books are returned late, they will be subject to sanctions. payment in the form of a fine of three thousand rupiah per day, and for general books it may be extended continuously as long as it is always reported every return date. All books can be borrowed from the school library, both fiction and non-fiction books. As for what is meant by fiction books in the form of short stories, novels, dramas, fairy tales, myths, fables, saga, comics and so on, while non-fiction in the form of scientific reports (thesis, dissertations, theses), textbooks, journals, essays, biographies, opinions, speeches, encyclopedias and so on. Then the equipment needed to borrow books is the identity card of library members. For the process of returning library materials, the equipment needed is identity cards for library members and borrowed books.

Based on the results of observations made by researchers, they got information that in circulation services in the school library there is a lack of interest in reading and lack of interest in students coming to visit the library, so the circulation service process for borrowing and returning library material books only occurs when entering the new semester and the end of the semester and those borrowed by students in the school library can be said to be only mostly textbooks or course books. This is also supported by the results of the documentation obtained by the researcher. So, the researcher can conclude that the circulation service for borrowing library materials in the school library of SMA Negeri 2 Makassar is still not optimal.

Technical Services at the Library

Technical services in the form of library activities to prepare books so that they can be used to provide reading services. Technical service is one of the many services in the library. Its activity is to prepare library materials in such a way that they are ready to be served or served in the reader service, whether it is in circulation services, reference services, and others. Technical services are library back office activities, namely

activities related to the preparation of the presentation of library materials to users, such as procurement, management and preservation of library materials. Library technical services are services that are not directly related to readers (technical services). Technical services are services that are behind the scenes, meaning services that are in charge of preparing library materials in such a way that they are ready to be served or served in the user service section. The broad group of tasks of technical services includes: procurement and processing of library materials. Procurement of library materials includes activities: selection, ordering and exchange of library materials. While the processing of library materials includes activities: inventory of library materials, cataloging and classifying.

As for the implementation of technical services in the library of SMA Negeri 2 Makassar, namely in the process of procuring library materials, there are two kinds of assistance, namely in the form of BOS Fund assistance and assistance from the Government. Assistance in the form of BOS funds is the process by which an order is made in advance by the school, while for government assistance there is no order, but the government directly sends books to schools. The selection process for library materials is carried out by checking in the form of books that are suitable for use and recording for books that are needed or lacking, then an order is made. As for the exchange of library materials, namely by giving them to schools in areas that need them and giving receipts.

The implementation of the procurement of library materials by schools in terms of library collections is mostly books of teaching materials or textbooks that support learning in class, while for collections of library materials such as fiction books (short stories, novels, dramas, fairy tales, myths, fables, saga, comics). and so on) is still very minimal, this is stated by the researcher based on the results of observations made by the researchers themselves. Based on the results of observations made by researchers, the procurement of school library library materials is still not optimal, this is because the school library is still not equipped with the type of library material in digital form, which is still in print, then the online service system has not been implemented or the library cannot be accessed. online and is still a manual service.

As for the implementation of the library material management process in the school library of SMA Negeri 2 Makassar, such as the inventory process, the classification process and the cataloging process. As for what is meant by the inventory process, namely the activity of recording library materials that have been decided to become the property of the library. This recording is important so that library managers and people with an interest in libraries know the number of collections they have. As for what is meant by classification is the classification or grouping of books based on the subject or content of the relevant library material. Meanwhile, what is meant by cataloging is the process of making a bibliography (books, magazines, CDs, micro films and so on) belonging to a library. This list serves to record the collections owned, assist the process of retrieval, and develop international bibliographic standards (Lasa Hs,

2007:129). The application of management of library materials in the library of SMA Negeri 2 Makassar, such as an inventory of existing library materials, is examined after that grouping of library materials. The process of classifying library materials is carried out by classifying the types of books based on the contents of the book. While the application of the cataloging process is by recording books.

However, the process of managing library materials such as inventory, classification and cataloging in school libraries has not been given much attention, this is because there is only one librarian on duty while there are four librarians. This is because apart from one person on duty, the other three librarians who are used as librarians are also subject teachers, this causes the librarian to pay less attention to their duties as librarians. This was stated by the librarian himself through open interviews with researchers. However, book maintenance and book inspection are still lacking. So, researchers can conclude that technical services in the school library of SMA Negeri 2 Makassar are still not optimal, both in the implementation of procurement of library materials and management of library materials. Therefore, technical services still need more attention in order to make the library better in the future.

CONCLUSION

Circulation services include the process of borrowing and returning books at the library. The first borrowing process must be a member of the library by having a library identity card. The process of borrowing books is given one to two semesters for package books and one week for general books. If they are late, they will be penalized in the form of a fine of three thousand rupiahs per day. Various types of books can be borrowed, both fiction and non-fiction books. Extension of library materials by bringing books and library cards. Then for the return process, namely by bringing a borrowed book.

Technical services include procurement and management of library materials. The process of procuring library materials for SMA Negeri 2 Makassar conducts a selection by paying attention to books that are good or needed and those that are lacking in the library, then an order is made. The process of ordering library materials is in the form of BOS funds and from the government. In the process of exchanging library materials, SMA Negeri 2 Makassar will provide local schools that request or need the book by making a receipt. Management of library materials such as the process of inventory, classification and cataloging. The inventory process, namely the existing library materials, is checked after that the grouping of library materials. The process of classifying library materials is carried out by classifying the types of books based on the contents of the book. While the application of the cataloging process is by recording books.

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