Knowledge Preservation Management in University Libraries

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Abstract. Libraries are institutions that collect printed and recorded knowledge, manage it in a special way to meet the intellectual needs of its users through various ways of knowledge interaction. In order to maintain the existence of the organization, knowledge management can be done with knowledge management. Knowledge management is the process by which libraries collect knowledge assets and use them to gain a competitive advantage. The challenge that is often faced in the management of knowledge preservation is to provide education to institutions about the meaning and purpose of knowledge preservation. The method used in the preparation of this paper is Systematic Literature Review (SLR). Based on the results of the systematic literature review method (SLR), the research selection was divided into 3 stages of selection. After screening, it was determined that there were 5 (five) articles that were used as references. The knowledge that has been obtained requires special treatment. This special treatment is so that the knowledge that has been possessed is not lost in the future and can be used by the next generation in the form of written in documents or taught orally from generation to generation.
Keywords: Preservation, knowledge management, university library, library management

1   Introduction

Libraries are institutions that collect printed and recorded knowledge, manage it in a special way to meet the intellectual needs of its users through various ways of knowledge interaction. Various types of libraries in Indonesia can be grouped based

on the institutions that handle them, including the National Library, Public Libraries, School/Madrasah Libraries, College Libraries and Special Libraries. (Law No.43 of 2007 concerning Libraries in Chapter VII Article 20). In the modern era, information is now a basic human need in addition to the needs of clothing, food, and housing. Information can be used as learning media, communication media, and media to support decision making. The decision-making process is carried out by processing information into knowledge. Processing or obtaining wrong information will have an impact on wrong decision making. The importance of knowledge makes how it is obtained and used needs to be managed properly.

In order to maintain the existence of the organization, knowledge management can be done with knowledge management. Knowledge management is the process by which libraries collect knowledge assets and use them to gain a competitive advantage. With the development of knowledge possessed, librarians will know or understand what is needed to be able to do their job well.

Knowledge preservation is a process in which selective retention of information, documents and experiences required by a management is ongoing. Based on this definition, it can be seen that knowledge preservation is an effort to selectively store information, documents, and experiences. Knowledge preservation aims so that the knowledge possessed by an organization can be stored and used in the future. Libraries are an example of an organization that needs to preserve knowledge.

At the university, the library serves as the heart of the college. Every moment the wheel of information and knowledge at the university is very significant. Therefore, university libraries must be able to collect, process, package, distribute and recycle circulating information and knowledge. This knowledge must be maintained so that it can be a reference for future generations. How to maintain knowledge? preserve knowledge? What are the challenges and obstacles faced by each library?

Based on the background that has been stated above, I am interested in discussing how to manage knowledge preservation in the University Library. The University Library is a place for intellectuals to store the results of their thoughts, research, and dedication to be used by the wider community. Therefore, it is necessary to do a good knowledge preservation management in the University Library environment.

The method used in the preparation of this paper is Systematic Literature Review (SLR). According to Snyder (2019, 333), relevant literature is essential for all research disciplines and all research projects. When reading an article, regardless of discipline, the author begins by describing previous research to map and assess the research area to motivate research objectives and justify research questions and hypotheses. Meanwhile, Manzalati (2017) argues that literature review is one of the important stages in the early stages of research because this process is carried out in almost all types of research, both in qualitative and quantitative paradigms (Mariani, 2021, 240).

According to Adrian et al (2016) in Idris and Adriani (2019) the SLR research method is divided into three stages, namely the planning stage, the implementation stage, and the report generation stage. The planning stage itself is done by looking at the protocol which has the same structure as the context. research, define a review protocol and develop research questions. In the implementation stage, data search and

extraction are carried out to categorize data items. In the last stage, namely the reporting stage, the conclusions of the research results are carried out.

At the planning stage, make research questions based on PICOC as described below:

Table 1: PICOC

PICOC	Description
Population	Literature on the preservation of knowledge in Higher Education from journal articles
Intervention	Articles that examine the preservation of knowledge in universities
Comparison	Not set
Outcome	Planning and implementing knowledge management at the Medan Area University Library
Context	Summary of the results of the identification of knowledge preservation management in the Medan Area University Library

From the description of the table above, the research questions are:

RQ1: How is the planning of knowledge preservation in the University Library?

RQ2: How is knowledge applied in University Libraries?

RQ3: What are the challenges and obstacles faced in implementing knowledge preservation in the University Library?

The keywords used in the article search were using the boolean operators AND and OR such as "digital preservation AND college libraries AND digital preservation AND academic libraries OR university libraries. The search for articles was carried out through electronic databases such as Google Scholar, CORE, and Semantic Scholar. Following are the criteria inclusion and exclusion to determine which articles will be used for further review.

Table 2: Inclusion and exclusion

Inclusion	Exclusion
Articles published between 2017-2021	Articles published before 2017
Articles in Indonesian	Articles that are not in Indonesian
Articles discussing the preservation of knowledge in University Libraries	Articles discussing traditional preservation and preservation in school libraries, public libraries, and special libraries

In the implementation stage, the search strategy is carried out by entering the search term formula, literature sources from online databases, inclusion and exclusion criteria as well as an assessment of search quality. The search for this article was carried out using the Boolean search method using the "AND" function. This function is intended so that the search results generated are a combination of two or more key-

word elements related to the research topic. In addition, researchers also use the "OR" function to expand the search results. The researcher compiled a search formula by searching for the keywords "knowledge management" AND "preservation" AND "university library" by setting the search time range from 2017 to 2021. The method of searching for articles related to the topic of discussion is using the internet by searching indexed databases and university repositories such as Emerald, Google Scholar, Researchgate, and so on. The citation limits used in the study are publications from the period 2017 to 2021.

2 Literature Review

There are previous similar studies that serve as references in this article, the first of which is entitled "Knowledge Management as an Effort to Maintain Knowledge of Archive Organizations at the Ungaran District Court". In her writing, the author, Azizah (2018), explained that the purpose of the study was to find out how to implement knowledge management as an effort to maintain knowledge of archive organization in the Ungaran District Court. The results of his research show that the Ungaran District Court has never implemented or implemented knowledge management as an effort to maintain organizational knowledge at the Ungaran District Court. Although they have never implemented knowledge management.

The second study was entitled "The Role of Indigenous Elders in Preserving Knowledge in the Samin Community" which was investigated by Triyanto (2018). This study discusses the role of a traditional elder in conducting knowledge preservation activities. The results show that the definition of knowledge according to the Samin community is an understanding of all kinds of things ranging from agriculture, customs, norms, behavior, marriage, how to dress and skills to meet the needs of everyday life and solve problems they face.

The third study entitled "Digital Preservation as a Preventive Action to Protect Library Materials as Cultural Objects" was studied by Prasetyo (2019). This study discusses how to preserve cultural collections such as manuscripts, archives and media both print and non-print by maintaining the original form and content (information).

3 Conclusion

Based on the results of the systematic literature review method (SLR), the research selection was divided into 3 stages of selection. First, a digital search was conducted, and the selection process was based on titles deemed relevant to this topic. In the next stage, the abstract and brief content of the selected articles are evaluated. Finally, 5 selected articles were accepted for data synthesis after screening based on exclusion criteria and detailed screening of abstracts and full texts.

From the results of online searches, there are several articles related to the preservation of knowledge in universities. However, not all of these articles were taken as a literature review and appropriate article screening was applied. After screening, it was determined that there were 5 (five) articles that were used as references.

Table 3: Result the articles

No	Title	Publication Year	Result
1	Kajian Preservasi di Indonesia (Testiani Makmur)	2021	Based on searches on each of the information science journals and library portals accredited by sinta, 49 articles related to preservation were obtained. The author also describes each article published by what publisher and the year it was published. It can be concluded that there are still few preservation studies published in information science journals and literature accredited by SINTA. The study of preservation in Indonesia already has a variety of study topics. Of all the information science journals and literature accredited by sinta, not all of these journals publish themes about preservation or preservation. Based on a search on each of the portals of information science journals and literature accredited by sinta, 49 articles related to preservation were obtained. The author also describes each article published by what publisher and the year it was published. It can be concluded that there are still few preservation studies published in information science journals and
2	Knowledge Management sebagai Upaya Menjaga Pengetahuan Organisasi Arsip di Pengadilan Negeri Ungaran (Muslicha Nur Azizah)	2018	Based on the implementation, it shows that the Ungaran District Court has never implemented or implemented knowledge management as an effort to maintain organizational knowledge at the Ungaran District Court. Although they have never implemented knowledge management, the Ungaran District Court, especially the young law clerks, has well received knowledge management in the form of making videos related to the mechanism for managing case file archives in court carried out by researchers. The videos made by researchers are considered

			appropriate media in knowledge management at the Ungaran District Court as an effort to maintain organizational knowledge.
3	Peran Sesepuh Adat dalam Preservasi Pengetahuan di Masyarakat Samin (Alfi Triyanto)	2018	The results of the discussion as well as the elaboration of interviews and descriptions of the documentation that were collected by researchers from the field. That the definition of knowledge of the Samin community is different from the definition of society in general. The definition of knowledge according to the Samin community is an understanding of all kinds of things ranging from agriculture, customs, norms, behavior, marriage, how to dress and skills to meet the needs of daily life and solve problems faced. This is related to the view of education according to the Samin people, education according to the Samin people is how a parent can teach their children to face the challenges of life and can meet their daily needs and is carried out within each member of the Samin community. Such educational activities are usually called non-formal education or long life education. This educational activity is usually in addition to providing knowledge, there are also direct practical activities such as agricultural practices, dress, norms, customs and religion which are carried out together.
4	Preservasi Digital sebagai Tindakan Preventif untuk Melindungi Bahan Pustaka sebagai Benda Budaya (Arienda Addis Prasetyo)	2018	The main purpose of preservation is to extend the existence of cultural objects because they have high historical value so they must be preserved. In addition, the opinion of Dureau and Clements in Hartono (2016:165) states that preservation includes elements of financial management, storage methods, energy, techniques and methods to preserve the physical form and information content of library materials. In essence, preservation is not only about books, it turns

			out that there are many library materials that need to be preserved. As did the National Library of Indonesia Preservation Center, Mas Bembi, Mas Edwin, and Mas Faiz. All of them did it not as easily as turning their hands, this was a job that took a long time and high dedication for the preservation of the library materials so that they would not be destroyed by age. Because all library materials have historical value. Surely someday it will be used as a medium to be studied again.
5	Preservasi Pengetahuan Pustakawan Naskah di Reksa Pustaka Mangkunegaran Surakarta (Miftah Nur Halimah)	2019	Reksa Pustaka is divided into three fields, namely the Field of Management and Service of Ancient Books and Manuscripts, the Field of Management and Service of Ancient Photos and the Field of Management and Archives Services. This research will focus more on the Field of Management and Service of Ancient Books and Manuscripts because the theme of this research itself is about the preservation of knowledge of manuscript librarians who work in this field. Based on data collection and the results of research analysis regarding the preservation of knowledge of manuscript librarians at Reksa Pustaka, it was concluded that Reksa Pustaka's manuscript librarians have preserved knowledge which includes tacit knowledge, explicit knowledge and traditional knowledge. Preservation of knowledge at Reksa Pustaka is also supported by the motivation of the manuscript librarians themselves and the quality of the best service they provide to users.

a.   How is knowledge preservation planning in the University Library?

Until now, knowledge is still considered as an extraordinary power. Because knowledge can still be developed more than once without reducing the value of the knowledge and there is nothing that limits a person from obtaining the knowledge he wants. Every human being has their own knowledge which will be useful in their life. Libraries as information institutions require strategic planning in managing both im-

plicit and explicit knowledge. One way is through the knowledge preservation process. Knowledge preservation is a process in which selective retention of information, documents and experiences required by a management is ongoing (Probst, 1999). Based on this definition, it can be seen that knowledge preservation is an effort to selectively store information, documents, experiences. Knowledge preservation aims so that the knowledge possessed by an organization can be stored and used in the future. Libraries are an example of an organization that needs to preserve knowledge.

b.   How is the application of knowledge preservation in the University Library?

After planning, the next step is to apply knowledge preservation based on the plan. Based on the articles taken as reference materials, there are ways to apply knowledge preservation, namely (1) preparing special librarians as managers of knowledge preservation, (2) conducting needs studies and (3) capturing knowledge from both internal and external.

c.   What are the challenges and obstacles faced in implementing knowledge preservation in University Libraries?

Based on the articles taken as reference materials, the following are the challenges and obstacles faced in carrying out knowledge preservation in the University Library:

Table 4: List of articles

No	Title	Publication Year	Challenges and obstacles
1	Kajian Preservasi di Indonesia (Testiani Makmur)	2021	There are still very few preservation studies published in information science journals and literature accredited by SINTA.
2	Knowledge Management sebagai Upaya Menjaga Pengetahuan Organisasi Arsip di Pengadilan Negeri Ungaran (Muslicha Nur Azizah)	2018	The Ungaran District Court has never implemented knowledge management.
3	Peran Sesepuh Adat dalam Preservasi Pengetahuan di Masyarakat Samin (Alfi Triyanto)	2018	The knowledge contained in the Samin community is more verbal than knowledge in the form of documents.
4	Preservasi Digital sebagai Tindakan Preventif untuk Melindungi Bahan Pustaka sebagai Benda Budaya	2018	The newspaper collection, which amounts to thousands of copies, has not had any special handling or treatment as a preventive

	(Arienda Addis Prasetyo)		measure. Barriers to knowledge preservation management is a job that requires a long time and high dedication.
5	Preservasi Pengetahuan Pustakawan Naskah di Reksa Pustaka Mangkunegaran Surakarta (Mifta Nur Halimah)	2019	Although many efforts have been made by manuscript librarians and Mutual Libraries in preserving knowledge, there are still obstacles, namely limited funds. Until now operational costs and employee salaries are still the responsibility of the Mangkunegaran. In addition, such as computers, scanners and other tools get help from outsiders.

If it is concluded from the description of the table above, the challenges that are often faced in the management of knowledge preservation are providing education to institutions on the meaning and purpose of knowledge preservation. Then the obstacles that many face are constrained by financial and human resources who are not yet competent in their fields.

Knowledge according to the Big Indonesian Dictionary (Kamus Besar Bahasa Indonesia) is a person's understanding of an object that has positive and negative aspects that will determine a person's attitude. The knowledge that has been obtained requires special treatment. This special treatment is so that the knowledge that has been possessed is not lost in the future and can be used by the next generation in the form of written in documents or taught orally from generation to generation. This activity is usually called the preservation of knowledge or preservation.

Preservation is an activity that aims to preserve the contents of a document, according to Sulistyo-Basuki this activity includes all activities that aim to extend the life (usefulness) of library materials and the information contained in them. Therefore, the library as a knowledge management institution needs to implement knowledge preservation with the aim that this knowledge can last for a long time.

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