

## Unit-I

# Management : Concept & Principles Change Management

Concept, Types, Major factors & Steps for Change management in libraries & information centers

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# Introduction

- You might have witnessed significant changes around you in almost every aspect of life.
- The reasons for this are technological development, globalization and competition.



# Concept of Change & Change Management

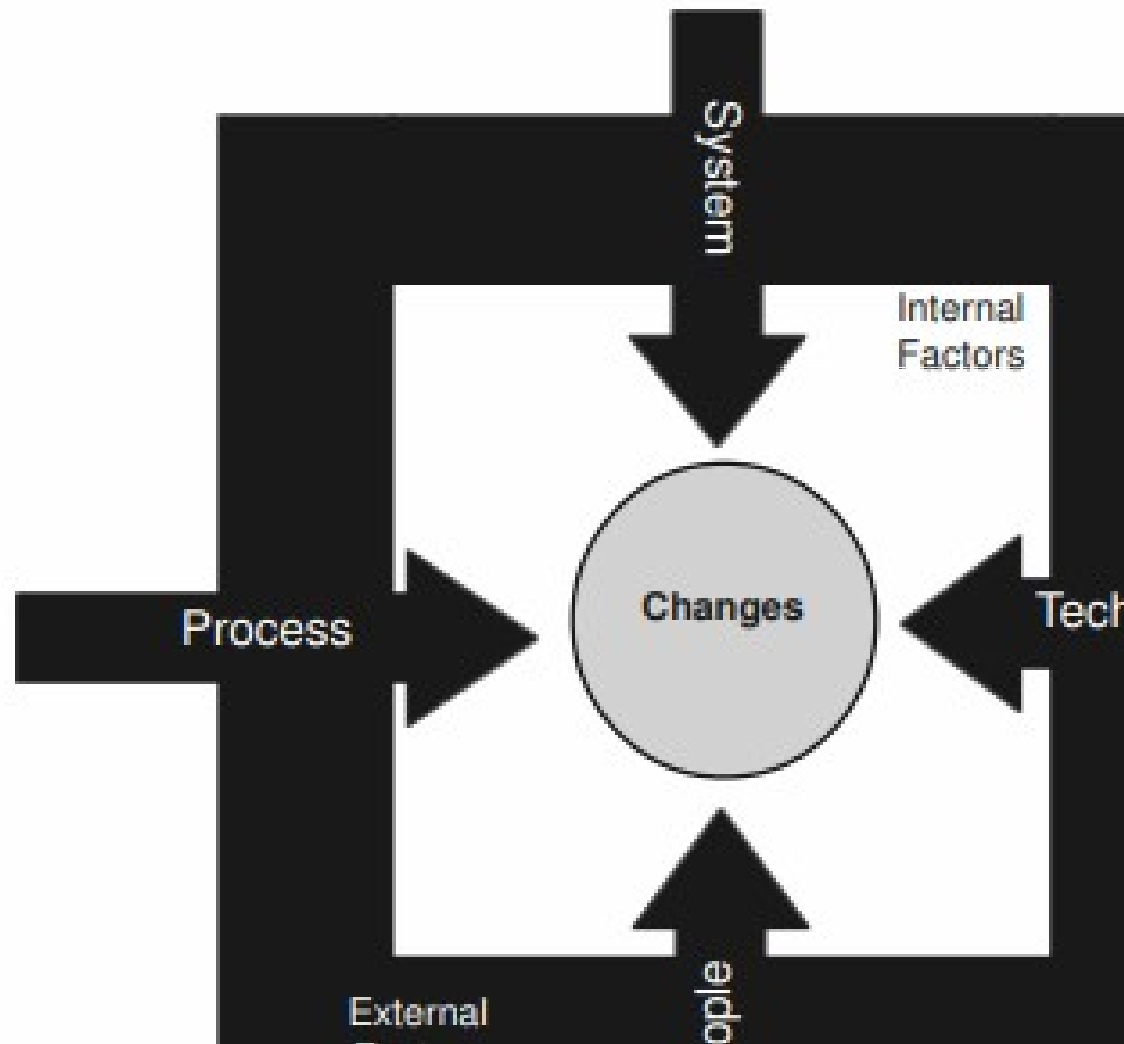
- Change is defined as “to make or become different, give or begin to have a different form.”
- Dissatisfaction with the old and belief in the new.
- Two perspectives:-
  - Organizational change management.
  - Individual change management.
- Organizational change management
  - Management of change from PM.
  - Perspective of a manager.

# Forces of Change

- External Forces
- Internal Forces



# Principles & Practices of Management



# Types of change

- Each type requires different strategies and plans to implement change effectively.

## 1. Developmental change:-

- These change enhance or rectify existing aspects of an organization.
- It is connected with improvement in process, methods or performance standards of organization.

## 2. Transitional change:-

- Replaces existing processes or procedures with something that is completely new.
- Process is being change into a new is called as the transitional phase.

# Cont...

## 3. Transformational change:-

- As radical, fundamental or quantum change.
- After the transition period.
- Developmental transitional change.

## 4. Incremental change:-

- Directed towards any unit, subunit or part of the organisation.
- Opposite to the transformational changes and adaptive in nature.

# Cont...

## 5. **Planned change:-**

- It occurs when manager recognizes the need for major change and plans according to it.
- Thinking of planned change the manager must communicate the vision to each and every one involved in the change process and establish the support elements.
- Necessary for the success of change.

## 6. **Unplanned change:-**

- Known as emergent or reactive change.
- Imposed by some external factors or internal features.
- Leads to high disorganization.



# Steps to be followed while implementing the change in libraries

- Make Decision.
- Conceptualize Change. ( Nature & Scope of Change )
- Prepare the library for change.
- Organize the planning group.
- Plan the Change.
- Implement the change.
- Evaluate the change.

# The main factors leading to change

- Competition.
- Nature of work force.
- Technology.
- Economic factors.
- Political and social factors.

Any Questions ?

Thank You