

Mansfield University of Pennsylvania
5 Swan Street
Mansfield, PA 16933

Identification No:
Name of Respondent: Scott DiMarco
Director
570-662-4689

SURVEY ELIGIBILITY

Please answer the following questions:

		YES/NO
a.	Do your total library expenditures exceed \$10,000?	Yes _____
b.	Do you have an organized collection of printed or other materials or a combination thereof?	Yes _____
c.	Do you have paid, trained library staff to provide and interpret library materials to meet the informational, cultural, recreational, or educational needs of clientele?	Yes _____
d.	Do you have established hours of operation during which paid, trained staff are available to meet the informational service needs of clientele?	Yes _____
e.	Does the library have the physical facilities necessary to support such a collection, staff, and schedule?	Yes _____

PART A - NUMBER OF PUBLIC SERVICE OUTLETS, FISCAL YEAR 2010

Line No.	Item	Number
01	Branch and independent libraries - Exclude main or central library	0

PART B - LIBRARY STAFF, FALL 2010

(Exclude maintenance and custodial staff, volunteers and contributed services staff)

NOTE: Report FTE data to two decimals.

Line No.	Staff	Number of full-time equivalents (FTEs)	Salaries and wages (whole dollars only)
02	Librarians	5.00	\$310,951
03	Other Professional Staff	1.00	\$93,260
04	Total librarians and other professional staff (Sum of lines 2 and 3)	6.00	\$404,211
05	All other paid staff (except student assistants)	10.00	\$361,350
06	Student assistants from all funding sources	8.16	\$37,535
07	Total full-time equivalent (FTE) staff (Sum of lines 4 to 6)	26.70	\$803,096
08a	Are employee fringe benefits paid from the library budget? If no, skip to Part C, line 10.	No	
08b	Employee fringe benefits (if paid from library budget)	\$0	

If no, skip to Part C, line 10.

PART C - LIBRARY EXPENDITURES, FISCAL YEAR 2010

NOTE: See instructions for definitions

Line No.		Amount (whole dollars only)
09	Total salaries and wages	<u>\$803,096</u>
	Information resources:	
10	Books, serial backfiles and other materials (one-time purchases)	<u>\$60,837</u>
11	Electronic	<u>\$135,325</u>
12	Audiovisual	<u>\$44,632</u>
13	Current serial subscriptions (ongoing commitments)	<u>\$134,864</u>
14	Electronic serials	<u>\$0</u>
	Other information resources:	
15	Document delivery/interlibrary loan	<u>\$22,550</u>
16	Preservation	<u>\$0</u>
17	Other expenditures for information resources	<u>\$44,633</u>
	Operating expenditures:	
18	Computer hardware and software (include maintenance)	<u>\$24,152</u>
19	Bibliographic utilities, networks and consortia	<u>\$450</u>
20	All other operating expenditures	<u>\$428,614</u>
21	TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20)	<u>\$1,519,196</u>

If no, skip to Part C, line 10.

PART D - LIBRARY COLLECTIONS, FISCAL YEAR 2010

Line No.	Collections	Added during the Fiscal Year	Held at end of Fiscal Year
22	Books, serial backfiles and other paper materials (include government documents)	3261	246423
23	E-Books	11	924
24	Microforms	395	841943
25	Audiovisual materials	494	31369
26	Current serial subscriptions	2	332
27	Electronic reference sources and aggregation services	0	104
28	Is the library collection entirely electronic?	No	

PART E - LIBRARY SERVICES, FISCAL YEAR 2010

Note: See instructions for definitions.

Line No.	Services	Number
<u>Interlibrary loans provided to other libraries:</u>		
29	Returnable	3,254
30	Non-returnable	4,480
31	Total provided (sum lines 29 and 30)	7,734
<u>Interlibrary loans received from other libraries:</u>		
32	Returnable	1,915
33	Non-returnable	3,839
34	Total provided (sum lines 32 and 33)	5,754
35	Documents delivered from commercial services	0
36	General circulation transactions	72,551
37	Reserve circulation transactions	42,019
<u>Information services to groups:</u>		
38	Number of presentations	95
39	Total attendance at all presentations	2179
<u>Information services to individuals:</u>		
Reference (under 20 minutes):		
40	In-Person:	n/a
41	Virtual	n/a
42	Total Reference (sum lines 40 and 41)	0
Consultations (20 minutes or more):		
43	In-Person:	n/a
44	Virtual	n/a
45	Total Consultations (sum lines 43 and 44)	0
46	Total information services to individuals (sum lines 42 and 45)	7556

If no, skip to Part C, line 10.

PART F - LIBRARY SERVICES, TYPICAL WEEK, FALL 2010

NOTE: See instructions for definitions

Line No.	Services	Number in a typical week
47	Number of weekly public service hours	<u>87</u>
48	Gate count in a typical week	<u>9788</u>

PART G - ELECTRONIC SERVICES, FISCAL YEAR 2010

Please respond to each item by selecting "Y" or "N". If answering for more than one library, select "Y", if at least one has the service.

Line No.	Services	Yes/No
	Does your library provide the following?	
49	Documents digitized by the library staff	<u>Yes</u>
50	Library reference service by e-mail or the Web	<u>Yes</u>
51	Technology to assist patrons with disabilities (e.g., TDD, specially equipped work stations)	<u>Yes</u>
52	Electronic theses and dissertations produced by your students	<u>Yes</u>

If no, skip to Part C, line 10.

PART H - INFORMATION LITERACY, FISCAL YEAR 2010

NOTE: See instructions for definitions

<u>Line No.</u>		<u>Yes/No</u>
	Does your postsecondary institution have the following, or has it done the	
53	A definition of information literacy or of an information literate	<u>Yes</u>
54	Incorporated information literacy in the institution's mission	<u>Yes</u>
55	Incorporated information literacy in the institution's strategic plan (If no, skip remaining questions in this section)	<u>Yes</u>
56	An institution-wide committee to implement the strategic plans for information literacy	<u>Yes</u>
57	The strategic plan formally recognizes the library's role in information literacy instruction	<u>Yes</u>

PART I - VIRTUAL REFERENCE, FISCAL YEAR 2010

NOTE: See instructions for definitions

<u>Line No.</u>		<u>Yes/No</u>
58	Does your library support virtual reference services? If no, skip remaining questions If yes, does your library utilize any of the following and does it collect usage statistics from any of the virtual reference utilities?	<u>Yes</u>
59	E-mail reference	<u>Yes</u>
60	Chat reference, commercial service	<u>Yes</u>
61	Chat reference, instant messaging applications	<u>Yes</u>
62	Short message service (SMS) or text messaging	<u>Yes</u>