

2011 ACADEMIC LIBRARIES SURVEY

Institution: Cheyney University of Pennsylvania
Address: 1837 University Circle, P.O. Box 200, Cheyney, PA

Identification No:
Name of Respondent: Lut R. Nero
Title: Dean, University Library
Phone Number: 1 610 399 2069

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 2011

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

PART B - LIBRARY STAFF, FALL 2011

(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	4.00	\$346,852
03	Other Professional Staff	1.00	\$89,907
04	Total librarians and other professional staff (Sum of lines 2 and 3)	5.00	\$231,249
05	All other paid staff (except student assistants)	5.00	
06	Student assistants from all funding sources	0.32	\$1,396
07	Total full-time equivalent (FTE) staff (Sum of lines 4 to 6)	10.32	\$232,645
08a	Are employee fringe benefits paid from the library budget? If no, skip to Part C, line 10.	yes	
08b	Employee fringe benefits (if paid from library budget)		

If no, skip to Part C, line 10.

yes

PART C - LIBRARY EXPENDITURES, FISCAL YEAR 2011

NOTE: See instructions for definitions

Line No.		Amount (whole dollars only)
09	Total salaries and wages	<u>\$232,645</u>
	Information resources:	
10	Books, serial backfiles and other materials (one-time purchases)	<u></u>
11	Electronic	<u>\$2,500</u>
12	Audiovisual	<u></u>
13	Current serial subscriptions (ongoing commitments)	<u>\$25,467</u>
14	Electronic serials	<u>\$0</u>
	Other information resources:	
15	Document delivery/interlibrary loan	<u></u>
16	Preservation	<u>\$895</u>
17	Other expenditures for information resources	<u>\$34,365</u>
	Operating expenditures:	
18	Computer hardware and software (include maintenance)	<u></u>
19	Bibliographic utilities, networks and consortia	<u>\$70,257</u>
20	All other operating expenditures	<u>\$0</u>
21	TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20)	<u>\$363,629</u>

If no, skip to Part C, line 10.

yes

PART D - LIBRARY COLLECTIONS, FISCAL YEAR 2011

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)	637	295242
23	E-Books	363	12363
24	Microforms	1315	
25	Audiovisual materials	6	9072
26	Current serial subscriptions	0	24020
27	Electronic reference sources and aggregation services	0	46
28	Is the library collection entirely electronic?		

no

PART E - LIBRARY SERVICES, FISCAL YEAR 2011

Note: See instructions for definitions.

Line No.	Services	Number
	<u>Interlibrary loans provided to other libraries:</u>	
29	Returnable	78
30	Non-returnable	57
31	Total provided (sum lines 29 and 30)	135
	<u>Interlibrary loans received from other libraries:</u>	
32	Returnable	36
33	Non-returnable	31
34	Total provided (sum lines 32 and 33)	67
35	Documents delivered from commercial services	0
36	General circulation transactions	843
37	Reserve circulation transactions	2799
	<u>Information services to groups:</u>	
38	Number of presentations	
39	Total attendance at all presentations	20
	<u>Information services to individuals:</u>	231
	<u>Reference (under 20 minutes):</u>	
40	In-Person:	1200
41	Virtual	200
42	Total Reference (sum lines 40 and 41)	1400
	<u>Consultations (20 minutes or more):</u>	
43	In-Person:	200
44	Virtual	
45	Total Consultations (sum lines 43 and 44)	200
46	Total information services to individuals (sum lines 42 and 45)	1600

If no, skip to Part C, line 10.

yes

PART F - LIBRARY SERVICES, TYPICAL WEEK, FALL 2011

NOTE: See instructions for definitions

Line No.	Services	Number in a typical week
47	Number of weekly public service hours	<u>66</u>
48	Gate count in a typical week	<u> </u>

PART G - ELECTRONIC SERVICES, FISCAL YEAR 2011

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>No</u>
50	Library reference service by e-mail or the Web	<u>No</u>
51	Technology to assist patrons with disabilities (e.g., TDD, specially equipped work stations)	<u>No</u>
52	Electronic theses and dissertations produced by your students	<u>No</u>

If no, skip to Part C, line 10.

yes

PART H - INFORMATION LITERACY, FISCAL YEAR 2011

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>No</u>
56	An institution-wide committee to implement the strategic plans for information literacy	<u>No</u>
57	The strategic plan formally recognizes the library's role in information literacy instruction	<u>Yes</u>

PART I - VIRTUAL REFERENCE, FISCAL YEAR 2011

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>No</u>
59	E-mail reference	<u> </u>
60	Chat reference, commercial service	<u> </u>
61	Chat reference, instant messaging applications	<u> </u>
62	Short message service (SMS) or text messaging	<u> </u>