

## 2011 ACADEMIC LIBRARIES SURVEY

Institution: Clarion University  
Address: 840 Wood Street, Clarion, PA 16214

Identification No:  
Name of Respondent: Terry S. Latour  
Title: Dean of Libraries  
Phone Number: 814-393-1931

### 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**

<b>Line No.</b>	<b>Item</b>	<b>Number</b>
01	Branch and independent libraries - Exclude main or central library	<u>One</u>

**PART B - LIBRARY STAFF, FALL 2011**

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

NOTE: Report FTE data to two decimals.

<b>Line No.</b>	<b>Staff</b>	<b>Number of full-time equivalents (FTEs)</b>	<b>Salaries and wages (whole dollars only)</b>
02	Librarians	<u>9.00</u>	<u>\$674,305</u>
03	Other Professional Staff	<u>2.00</u>	<u>\$198,379</u>
04	<b>Total librarians and other professional staff (Sum of lines 2 and 3)</b>	<u>11.00</u>	<u>\$872,684</u>
05	All other paid staff (except student assistants)	<u>13.00</u>	<u>\$586,051</u>
06	Student assistants from all funding sources	<u>9.49</u>	<u>\$134,122</u>
07	<b>Total full-time equivalent (FTE) staff (Sum of lines 4 to 6)</b>	<u>33.49</u>	<u>\$1,592,857</u>
08a	Are employee fringe benefits paid from the library budget? If no, skip to Part C, line 10.	<u>Yes</u>	
08b	Employee fringe benefits (if paid from library budget)	<u>\$605,914</u>	

If no, skip to Part C, line 10.

**PART C - LIBRARY EXPENDITURES, FISCAL YEAR 2011**

NOTE: See instructions for definitions

<b>Line No.</b>		<b>Amount (whole dollars only)</b>
09	<b>Total salaries and wages</b>	<u>\$1,592,857</u>
	<b>Information resources:</b>	
10	<b>Books, serial backfiles and other materials (one-time purchases)</b>	<u>\$188,320</u>
11	Electronic	<u>\$55,967</u>
12	Audiovisual	<u>\$6,798</u>
13	<b>Current serial subscriptions (ongoing commitments)</b>	<u>\$459,818</u>
14	Electronic serials	<u>\$256,175</u>
	<b>Other information resources:</b>	
15	Document delivery/interlibrary loan	<u>\$13,039</u>
16	Preservation	<u>\$12,541</u>
17	Other expenditures for information resources	<u>\$22,787</u>
	<b>Operating expenditures:</b>	
18	Computer hardware and software (include maintenance)	<u>\$25,485</u>
19	Bibliographic utilities, networks and consortia	<u>\$79,551</u>
20	All other operating expenditures	<u>\$54,334</u>
21	<b>TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20)</b>	<u>\$2,448,732</u>

If no, skip to Part C, line 10.

**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)	3306	446806
23	E-Books	5718	27917
24	Microforms	14	1504934
25	Audiovisual materials	6284	14577
26	Current serial subscriptions	9225	33515
27	Electronic reference sources and aggregation services	52	211
28	Is the library collection entirely electronic?	No	

**PART E - LIBRARY SERVICES, FISCAL YEAR 2011**

Note: See instructions for definitions.

Line No.	Services	Number
	<b><u>Interlibrary loans provided to other libraries:</u></b>	
29	Returnable	2,191
30	Non-returnable	2,335
31	<b>Total provided (sum lines 29 and 30)</b>	<b>4,526</b>
	<b><u>Interlibrary loans received from other libraries:</u></b>	
32	Returnable	1625
33	Non-returnable	1396
34	<b>Total provided (sum lines 32 and 33)</b>	<b>3,021</b>
35	Documents delivered from commercial services	0
36	General circulation transactions	106244
37	Reserve circulation transactions	9362
	<b><u>Information services to groups:</u></b>	
38	Number of presentations	122
39	Total attendance at all presentations	2389
	<b><u>Information services to individuals:</u></b>	
	<b><u>Reference (under 20 minutes):</u></b>	
40	In-Person:	8503
41	Virtual	361
42	<b>Total Reference (sum lines 40 and 41)</b>	<b>8864</b>
	<b><u>Consultations (20 minutes or more):</u></b>	
43	In-Person:	187
44	Virtual	21
45	<b>Total Consultations (sum lines 43 and 44)</b>	<b>208</b>
46	<b>Total information services to individuals (sum lines 42 and 45)</b>	<b>9072</b>

If no, skip to Part C, line 10.

**PART F - LIBRARY SERVICES, TYPICAL WEEK, FALL 2011**

NOTE: See instructions for definitions

<b>Line No.</b>	<b>Services</b>	<b>Number in a typical week</b>
47	Number of weekly public service hours	<u>92</u>
48	Gate count in a typical week	<u>10509</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.

<b>Line No.</b>	<b>Services</b>	<b>Yes/No</b>
	<b>Does your library provide the following?</b>	
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>No</u>

If no, skip to Part C, line 10.

### PART H - INFORMATION LITERACY, FISCAL YEAR 2011

NOTE: See instructions for definitions

<u>Line No.</u>		<u>Yes/No</u>
	<b>Does your postsecondary institution have the following, or has it done the</b>	
53	A definition of information literacy or of an information literate	<u>Yes</u>
54	Incorporated information literacy in the institution's mission	<u>No</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>No</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>Yes</u>
59	E-mail reference	<u>Yes</u>
60	Chat reference, commercial service	<u>No</u>
61	Chat reference, instant messaging applications	<u>Yes</u>
62	Short message service (SMS) or text messaging	<u>Yes</u>