

2011 ACADEMIC LIBRARIES SURVEY

Institution:
Address:

Identification No:
Name of Respondent:
Title:
Phone Number:

SURVEY ELIGIBILITY

Please answer the following questions:

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

PART A - NUMBER OF PUBLIC SERVICE OUTLETS, FISCAL YEAR 2011

| Line No. | Item | Number |
|----------|--|--------|
| 01 | Branch and independent libraries - Exclude main or central library | 1 |

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 | 6.50 | \$502,939 |
| 03 | Other Professional Staff | 1.00 | \$109,029 |
| 04 | Total librarians and other professional staff (Sum of lines 2 and 3) | 7.50 | \$611,968 |
| 05 | All other paid staff (except student assistants) | 7.00 | \$314,505 |
| 06 | Student assistants from all funding sources | 12.30 | \$102,410 |
| 07 | Total full-time equivalent (FTE) staff (Sum of lines 4 to 6) | 26.80 | \$1,028,883 |
| 08a | Are employee fringe benefits paid from the library budget? If no, skip to Part C, line 10. | N | |
| 08b | Employee fringe benefits (if paid from library budget) | | |

If no, skip to Part C, line 10.

PART C - LIBRARY EXPENDITURES, FISCAL YEAR 2011

NOTE: See instructions for definitions

| Line No. | | Amount (whole dollars only) |
|-----------------|---|------------------------------------|
| 09 | Total salaries and wages | <u>\$1,028,883</u> |
| | Information resources: | |
| 10 | Books, serial backfiles and other materials (one-time purchases) | <u>\$87,046</u> |
| 11 | Electronic | <u>\$0</u> |
| 12 | Audiovisual | <u>\$17,448</u> |
| 13 | Current serial subscriptions (ongoing commitments) | <u>\$232,071</u> |
| 14 | Electronic serials | <u>\$166,399</u> |
| | Other information resources: | |
| 15 | Document delivery/interlibrary loan | <u>\$12,035</u> |
| 16 | Preservation | <u>\$20,246</u> |
| 17 | Other expenditures for information resources | <u>\$3,012</u> |
| | Operating expenditures: | |
| 18 | Computer hardware and software (include maintenance) | <u>\$15,354</u> |
| 19 | Bibliographic utilities, networks and consortia | <u>\$78,729</u> |
| 20 | All other operating expenditures | <u>\$78,997</u> |
| 21 | TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20) | <u>\$1,556,373</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) | 2164 | 334870 |
| 23 | E-Books | 9 | 59028 |
| 24 | Microforms | 38 | 689211 |
| 25 | Audiovisual materials | 8011 | 15356 |
| 26 | Current serial subscriptions | 43 | 385 |
| 27 | Electronic reference sources and aggregation services | 0 | 110 |
| 28 | Is the library collection entirely electronic? | | |

N

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 | 1,879 |
| 30 | Non-returnable | 972 |
| 31 | Total provided (sum lines 29 and 30) | 2,851 |
| | <u>Interlibrary loans received from other libraries:</u> | |
| 32 | Returnable | 663 |
| 33 | Non-returnable | 1432 |
| 34 | Total provided (sum lines 32 and 33) | 2,095 |
| 35 | Documents delivered from commercial services | 2 |
| 36 | General circulation transactions | 27883 |
| 37 | Reserve circulation transactions | 3289 |
| | <u>Information services to groups:</u> | |
| 38 | Number of presentations | 5999 |
| 39 | Total attendance at all presentations | 1359 |
| | <u>Information services to individuals:</u> | |
| | Reference (under 20 minutes): | 1674 |
| 40 | In-Person: | 1359 |
| 41 | Virtual | 315 |
| 42 | Total Reference (sum lines 40 and 41) | 1674 |
| | Consultations (20 minutes or more): | |
| 43 | In-Person: | 120 |
| 44 | Virtual | 9 |
| 45 | Total Consultations (sum lines 43 and 44) | 129 |
| 46 | Total information services to individuals (sum lines 42 and 45) | 1803 |

If no, skip to Part C, line 10.

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>45</u> |
| 48 | Gate count in a typical week | <u>8117</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>Y</u> |
| 50 | Library reference service by e-mail or the Web | <u>Y</u> |
| 51 | Technology to assist patrons with disabilities (e.g., TDD, specially equipped work stations) | <u>Y</u> |
| 52 | Electronic theses and dissertations produced by your students | <u>N</u> |

