

2011 ACADEMIC LIBRARIES SURVEY

Mansfield University of Pennsylvania
5 Swan Street
Mansfield, PA 16933

Identification No:
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SURVEY ELIGIBILITY

Please answer the following questions:

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

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

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

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	\$292,336
03	Other Professional Staff	1.00	\$93,260
04	Total librarians and other professional staff (Sum of lines 2 and 3)	5.00	\$385,596
05	All other paid staff (except student assistants)	9.00	\$468,544
06	Student assistants from all funding sources	7.68	\$25,854
07	Total full-time equivalent (FTE) staff (Sum of lines 4 to 6)	21.68	\$879,994
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 2011

NOTE: See instructions for definitions

Line No.		Amount (whole dollars only)
09	Total salaries and wages	<u>\$879,994</u>
	Information resources:	
10	Books, serial backfiles and other materials (one-time purchases)	<u>\$52,380</u>
11	Electronic	<u>\$149,425</u>
12	Audiovisual	<u>\$13,160</u>
13	Current serial subscriptions (ongoing commitments)	<u>\$90,680</u>
14	Electronic serials	<u>\$149,425</u>
	Other information resources:	
15	Document delivery/interlibrary loan	<u>\$34,500</u>
16	Preservation	<u>\$5,000</u>
17	Other expenditures for information resources	<u>\$14,085</u>
	Operating expenditures:	
18	Computer hardware and software (include maintenance)	<u>\$22,967</u>
19	Bibliographic utilities, networks and consortia	<u>\$54,023</u>
20	All other operating expenditures	<u>\$338,182</u>
21	TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20)	<u>\$1,491,811</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)	13844	241610
23	E-Books	476	1400
24	Microforms	296	842239
25	Audiovisual materials	703	32072
26	Current serial subscriptions	4	464
27	Electronic reference sources and aggregation services	2744	2,359
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	3,375
30	Non-returnable	3,968
31	Total provided (sum lines 29 and 30)	7,343
	<u>Interlibrary loans received from other libraries:</u>	
32	Returnable	1585
33	Non-returnable	3563
34	Total provided (sum lines 32 and 33)	5,148
35	Documents delivered from commercial services	0
36	General circulation transactions	91527
37	Reserve circulation transactions	18043
	<u>Information services to groups:</u>	
38	Number of presentations	102
39	Total attendance at all presentations	2217
	<u>Information services to individuals:</u>	
	Reference (under 20 minutes):	
40	In-Person:	6008
41	Virtual	307
42	Total Reference (sum lines 40 and 41)	6315
	Consultations (20 minutes or more):	
43	In-Person:	33
44	Virtual	10
45	Total Consultations (sum lines 43 and 44)	43
46	Total information services to individuals (sum lines 42 and 45)	6358

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>81</u>
48	Gate count in a typical week	<u>7641</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>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>
	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 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>yes</u>
61	Chat reference, instant messaging applications	<u>yes</u>
62	Short message service (SMS) or text messaging	<u>yes</u>