

2012 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?	<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 2012

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

PART B - LIBRARY STAFF, FALL 2012

(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	6.00	\$466,405
03	Other Professional Staff	1.25	\$80,920
04	Total librarians and other professional staff (Sum of lines 2 and 3)	7.25	\$547,325
05	All other paid staff (except student assistants)	11.00	\$438,621
06	Student assistants from all funding sources	5.12	\$74,951
07	Total full-time equivalent (FTE) staff (Sum of lines 4 to 6)	23.37	\$1,060,897
08a	Are employee fringe benefits paid from the library budget? If no, skip to Part C, line 10.	YES	(Yes/No)
08b	Employee fringe benefits (if paid from library budget)	\$507,751	

If no, skip to Part C, line 10.

PART C - LIBRARY EXPENDITURES, FISCAL YEAR 2012

NOTE: See instructions for definitions

Line No.		Amount (whole dollars only)
09	Total salaries and wages	<u>\$1,060,897</u>
	Information resources:	
10	Books, serial backfiles and other materials (one-time purchases)	<u>\$709,489</u>
11	Electronic	<u>\$560,738</u>
12	Audiovisual	<u>\$1,225</u>
13	Current serial subscriptions (ongoing commitments)	<u>\$1,377,644</u>
14	Electronic serials	<u>\$1,280,720</u>
	Other information resources:	
15	Document delivery/interlibrary loan	<u>\$2,626</u>
16	Preservation	<u>\$24,993</u>
17	Other expenditures for information resources	<u>\$1,701</u>
	Operating expenditures:	
18	Computer hardware and software (include maintenance)	<u>\$349,557</u>
19	Bibliographic utilities, networks and consortia	<u>\$95,513</u>
20	All other operating expenditures	<u>\$155,104</u>
21	TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20)	<u>\$3,777,529</u>

If no, skip to Part C, line 10.

PART D - LIBRARY COLLECTIONS, FISCAL YEAR 2012

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)	4367	552492
23	E-Books	26398	89899
24	Microforms	561	2138495
25	Audiovisual materials	30	13890
26	Is the library collection entirely electronic?		

NO

PART E - LIBRARY SERVICES, FISCAL YEAR 2012

Note: See instructions for definitions.

Line No.	Services	Number
	Interlibrary loans provided to other libraries:	
27	Returnable	4,347
28	Non-returnable	4,278
29	Total provided (sum lines 27 and 28)	8,625
	Interlibrary loans received from other libraries:	
30	Returnable	1407
31	Non-returnable	3854
32	Documents delivered from commercial services	33
33	Total provided (sum lines 30, 31, and 32)	5,294
	Circulation:	
34	General circulation transactions	21855
35	Reserve circulation transactions	1745
	Information services to groups:	
36	Number of presentations	360
37	Total attendance at all presentations	3825
38	Total information services to individuals (sum lines 36 and 37)	4185

If no, skip to Part C, line 10.

PART F - LIBRARY SERVICES, TYPICAL WEEK, FALL 2012

NOTE: See instructions for definitions

Line No.	Services	Number in a typical week
39	Number of weekly public service hours	98
40	Gate count in a typical week	28615

PART G - ELECTRONIC SERVICES, FISCAL YEAR 2012

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?	
41	Documents digitized by the library staff	YES
42	Library reference service by e-mail or the Web	YES
43	Technology to assist patrons with disabilities (e.g., TDD, specially equipped work stations)	YES
44	Electronic theses and dissertations produced by your students	NO

If no, skip to Part C, line 10.

PART H - INFORMATION LITERACY, FISCAL YEAR 2012

NOTE: See instructions for definitions

<u>Line No.</u>		<u>Yes/No</u>
45	Has your postsecondary institution articulated student learning/student success outcomes? If no, select "N" and skip 46	<u>YES</u>
46	Is information literacy incorporated in the institution's student learning/success outcomes?	<u>YES</u>

PART I - VIRTUAL REFERENCE, FISCAL YEAR 2012

NOTE: See instructions for definitions

<u>Line No.</u>		<u>Yes/No</u>
47	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>
48	E-mail reference	<u>YES</u>
49	Chat reference, commercial service	<u>YES</u>
50	Chat reference, instant messaging applications	<u>YES</u>
51	Short message service (SMS) or text messaging	<u>YES</u>