

2013 ACADEMIC LIBRARIES SURVEY

Cheyney University of Pennsylvania
L.P. Hill Library, 1837 University Circle, Cheyney, PA 19319

Identification No:
Name of Respondent: BJ Mullaney
Department Chair
Phone Number: 610 399 2065

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 2013

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

PART B - LIBRARY STAFF, FALL 2013

(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	\$312,189
03	Other Professional Staff	1.00	\$91,236
04	Total librarians and other professional staff (Sum of lines 2 and 3)	5.00	\$403,425
05	All other paid staff (except student assistants)	5.00	\$220,386
06	Student assistants from all funding sources	0.75	\$2,043
07	Total full-time equivalent (FTE) staff (Sum of lines 4 to 6)	10.75	\$625,854
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)		\$285,149

PART C - LIBRARY EXPENDITURES, FISCAL YEAR 2013

NOTE: See instructions for definitions

Line No.		Amount (whole dollars only)
09	Total salaries and wages	\$625,854
	Information resources:	
10	Books, serial backfiles and other materials (one-time purchases)	\$1,560
11	Electronic	\$0
12	Audiovisual	\$0
13	Current serial subscriptions (ongoing commitments)	\$102,265
14	Electronic serials	\$68,381
	Other information resources:	

15	Document delivery/interlibrary loan	\$4,191
16	Preservation	\$0
17	Other expenditures for information resources	\$0
Operating expenditures:		
18	Computer hardware and software (include maintenance)	\$3,240
19	Bibliographic utilities, networks and consortia	\$55,986
20	All other operating expenditures	\$20,819
21	TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20)	\$813,915

PART D - LIBRARY COLLECTIONS, FISCAL YEAR 2013

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)	1763	291689
23	E-Books	0	12363
24	Microforms	0	812348
25	Audiovisual materials	0	9072
26	Is the library collection entirely electronic? no		

PART E - LIBRARY SERVICES, FISCAL YEAR 2013

Note: See instructions for definitions.

Line No.	Services	Number
Interlibrary loans provided to other libraries:		
27	Returnable	86
28	Non-returnable	48
29	Total provided (sum lines 27 and 28)	134
Interlibrary loans received from other libraries:		
30	Returnable	
31	Non-returnable	35
32	Documents delivered from commercial services	2
33	Total provided (sum lines 30, 31, and 32)	37
Circulation:		
34	General circulation transactions	522
35	Reserve circulation transactions	5085
Information services to groups:		
36	Number of presentations	12
37	Total attendance at all presentations	227

PART F - LIBRARY SERVICES, TYPICAL WEEK, FALL 2013

NOTE: See instructions for definitions

Line No.	Services	Number in a typical week
38	Number of weekly public service hours	68
39	Gate count in a typical week	n/a

PART G - ELECTRONIC SERVICES, FISCAL YEAR 2013

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

PART H - INFORMATION LITERACY, FISCAL YEAR 2013

NOTE: See instructions for definitions

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

PART I - VIRTUAL REFERENCE, FISCAL YEAR 2013

NOTE: See instructions for definitions

Line No.		Yes/No
46	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>
47	E-mail reference	<u> </u>
48	Chat reference, commercial service	<u> </u>
49	Chat reference, instant messaging applications	<u> </u>
50	Short message service (SMS) or text messaging	<u> </u>