

2013 ACADEMIC LIBRARIES SURVEY

Institution: Mansfield University
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?	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	\$350,281
03	Other Professional Staff	0.00	\$0
04	Total librarians and other professional staff (Sum of lines 2 and 3)	4.00	\$350,281
05	All other paid staff (except student assistants)	10.00	\$453,994
06	Student assistants from all funding sources	8.30	\$71,190
07	Total full-time equivalent (FTE) staff (Sum of lines 4 to 6)	22.30	\$875,465
08a	Are employee fringe benefits paid from the library budget? If no, skip to Part C, line 10.	No	(Yes/No)
08b	Employee fringe benefits (if paid from library budget)	\$0	

PART C - LIBRARY EXPENDITURES, FISCAL YEAR 2013

NOTE: See instructions for definitions

Line No.		Amount (whole dollars only)
09	Total salaries and wages	\$875,465
	Information resources:	
10	Books, serial backfiles and other materials (one-time purchases)	\$89,390
11	Electronic	\$21,060
12	Audiovisual	\$12,888
13	Current serial subscriptions (ongoing commitments)	\$219,607
14	Electronic serials	\$17,499
	Other information resources:	

15	Document delivery/interlibrary loan	\$31,642
16	Preservation	\$5,020
17	Other expenditures for information resources	\$7,695
Operating expenditures:		
18	Computer hardware and software (include maintenance)	\$55,553
19	Bibliographic utilities, networks and consortia	\$91,788
20	All other operating expenditures	
21	TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20)	\$1,376,160

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)	14969	235319
23	E-Books	622	2140
24	Microforms	157	843843
25	Audiovisual materials	477	33484
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	4,691
28	Non-returnable	4,454
29	Total provided (sum lines 27 and 28)	9,145
Interlibrary loans received from other libraries:		
30	Returnable	1138
31	Non-returnable	2472
32	Documents delivered from commercial services	0
33	Total provided (sum lines 30, 31, and 32)	3,610
Circulation:		
34	General circulation transactions	75,319
35	Reserve circulation transactions	1928
Information services to groups:		
36	Number of presentations	92
37	Total attendance at all presentations	1600

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	79
39	Gate count in a typical week	8823

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	Yes
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)	Yes
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	Yes
45	Is information literacy incorporated in the institution's student learning/success outcomes?	Yes

PART I - VIRTUAL REFERENCE, FISCAL YEAR 2013

NOTE: See instructions for definitions

Line No.		Yes/No
46	Does your library support virtual reference services?	Yes
	If no, skip remaining questions	Yes
	If yes, does your library utilize any of the following and does it collect usage statistics from any of the virtual reference utilities?	Yes
47	E-mail reference	Yes
48	Chat reference, commercial service	Yes
49	Chat reference, instant messaging applications	Yes
50	Short message service (SMS) or text messaging	Yes