

2016-17 Changes to Academic Libraries (AL)

The following table summarizes revisions made to applicable AL variables. Variables that were not revised from the 2015-16 collection will have an empty "Change" row.

Data Element	Change
Is the library expense greater than or equal to \$100k or less than \$100k	
Is the Library collection entirely electronic	
Section I	
Number of physical books	<ul style="list-style-type: none"> • Compared to prior years, in 2016-17 the AL survey will collect physical books by TITLES not VOLUMES. • Report physical book TITLES owned or leased by the library if individual TITLES are catalogued and/or searchable through the library catalog or discovery system. <ul style="list-style-type: none"> ○ Exclude serials, microfilms, maps, nonprint materials, and uncatalogued items. ○ Include music scores if searchable by title through the library catalog or discovery system. ○ Include government documents that are accessible through the library's catalogs regardless of whether they are separately classified and/or shelved. ○ "Catalogued" includes documents for which records are provided by the library or downloaded from other sources into the library's card or online catalogs.
Number of digital/electronic books	<ul style="list-style-type: none"> • Instructions for 2015-16 are mostly the same for 2016-17, except new for 2016-17: <ul style="list-style-type: none"> ○ Include digital music scores if searchable by title through the library catalog or discovery system. ○ Include open access (OA) titles if the individual titles are searchable through the library's catalog or discovery system, except do not count e-book titles from HathiTrust, Center for Research Libraries, Internet Archive, and similar collections unless the library owns the digitized item and it is accessible under current copyright law.
Number of Databases	

Number of physical media	<ul style="list-style-type: none"> • Report the number of titles of media materials. <ul style="list-style-type: none"> ○ Include audiovisual materials, cartographic, and graphic materials and three-dimensional artefacts realia.
Number of digital/electronic media	
Number of physical serials	<ul style="list-style-type: none"> • NEW ITEM FOR 2016-17: Report the number of physical serial titles that are accessible through the library's catalog or discovery system. <ul style="list-style-type: none"> ○ A serial is a publication in any medium issued in successive parts bearing numerical or chronological designations and intended to be continued indefinitely. This definition includes, in any physical format, periodicals, newspapers, and annuals (reports, yearbooks, etc.); the journals, memoirs, proceedings, transactions, etc. of societies; and numbered monographic series. ○ Report serial titles, not subscriptions. ○ If possible, report the count of only those de-duplicated or otherwise unique serial titles searchable through the library's catalog or discovery system. ○ If possible, do not include earlier title changes; however, do not worry about removing them if it is not possible/feasible.
Number of digital/electronic serials	<ul style="list-style-type: none"> • NEW ITEM FOR 2016-17: Report the number of e-serial titles that are accessible through the library's catalog or discovery system. <ul style="list-style-type: none"> ○ An e-serial is a periodical publication that is published in digital form to be displayed on a computer screen. ○ Include open access (OA) titles if the individual titles are searchable through the library's catalog or discovery system, except do not count e-serial titles from HathiTrust, Center for Research Libraries, Internet Archive, and similar collections unless the library owns the digitized item and it is accessible under current copyright law. ○ If possible, report the count of only those de-duplicated or otherwise unique serial titles searchable through the library's catalog or discovery system. ○ If possible include ceased titles. ○ If possible, do not count earlier title changes; however, do not worry about removing them if it is not possible/feasible. ○ A source for counting e-serials may be a library or vendor developed A-Z title list of
Number of physical library collections (books, media, and serials)	<ul style="list-style-type: none"> • Now includes physical serials and physical books based on titles, not volumes.
Number of electronic library collections	<ul style="list-style-type: none"> • Now includes digital and electronic serials.

Number of electronic library collections (books, databases, media, and serials)	- Now includes digital and electronic serials.
Number of physical library circulations	<ul style="list-style-type: none"> • Report the total number of times physical items (including serials) are checked out from the general collection and reserve collection. <ul style="list-style-type: none"> ○ Include only initial checkouts (circulation), not renewals. ○ Exclude interlibrary loan lending and borrowing. ○ Include transactions of books and media. ○ Do not include transactions of equipment or computers. However, circulation of electronic reading devices can be included if the device is pre-loaded with e-books. ○ For example, if a customer checks out a Kindle that is pre-loaded with 20 e-books, than that transaction counts as 1 physical circulation not 20 electronic/digital circulation.
Number of digital/electronic circulations	<ul style="list-style-type: none"> • Report usage of digital/electronic titles whether viewed, downloaded, or streamed. <ul style="list-style-type: none"> ○ Do not include e-serials and institutional repository documents. ○ Include circulation/usage for e-books and e-media titles only, even if the title was purchased as part of a database. ○ Do not include usage of titles in DDA or PDA collections until they have been purchased or leased by the library. ○ Do not include transactions of VHS, CDs, or DVDs, as the transactions of these materials are reported under physical circulation.
Does your institution have Interlibrary Loan Services?	<ul style="list-style-type: none"> • New Item for 2016-17 • Interlibrary loan services items moved from Section II to Section I • New definition for Interlibrary Loan Services: <ul style="list-style-type: none"> ○ Interlibrary loan is the process by which a library requests material from, or supplies material to, another library“ where "'material' includes books, audiovisual materials, and other returnable items as well as copies of journal articles, book chapters, excerpts, and other non-returnable items.
Total number of interlibrary loans and documents provided to other libraries	<ul style="list-style-type: none"> • Moved from Section II to Section I
Total number of interlibrary loans and documents received	<ul style="list-style-type: none"> • Moved from Section II to Section I

Section II

Number of branches and independent

Number of branches and independent libraries	
Total salaries and wages from the library budget	
Are staff fringe benefits paid out of the library budget	
Total fringe benefits	
One-time purchases of books, serial backfiles, and other materials	<ul style="list-style-type: none"> • Provide the cost of one-time purchases of books, serial backfiles, and other materials. Report expenses for published materials in all formats including archives and special collections. <ul style="list-style-type: none"> ○ Include one-time acquisitions of access rights for digital/electronic materials held locally and for remote materials for which permanent access rights have been acquired. ○ Include expenses for database licenses only if it's not a subscription or part of an annual consortium fee. ○ Do not include expenses for computer software used to support library operations or to link external networks, including the Internet. This is reported under other operations and maintenance expenses.
Ongoing commitments to subscriptions	<ul style="list-style-type: none"> • Report expenses for ongoing commitments in all formats, including duplicates, for all outlets. This includes serials and any other items committed to annually, as well as annual e-platform or access fees. Serials are publications issued in successive parts, usually at regular intervals, and, as a rule, intended to be continued indefinitely. Print-based serial subscriptions include periodicals, newspapers, annuals (reports, yearbooks, etc.), memoirs, proceedings, and transactions of societies. <ul style="list-style-type: none"> ○ Include the costs of electronic serials bought in aggregations and serial packages. ○ Include abstracting and indexing services and any database that requires an annual subscription fee. ○ Do not include subscription fees if they are part of an annual consortium fee. ○ Government documents received serially are included if they are accessible through the library's catalog.

All other materials/services expenses	• Report additional materials/service costs that
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have not already been reported in this section.

Other materials may include:

- Document delivery/interlibrary loan services. Include fees paid for photocopies, costs of facsimile transmission, royalties and access fees paid to provide document delivery or interlibrary loan. Include the interlibrary loan fees paid to bibliographic utilities if the interlibrary loan costs paid can be separated out from the expenses paid to the bibliographic utility. Do not count expenses related to transactions between the main or central library and branches, transactions between branches, or expenses for an on campus delivery. Include costs associated with pay-per-view journal article transactions. Include fees expended for short-term loans as part of a patron-driven acquisition or demand-driven acquisition program.
- Other expenses for information resources. Include copyright fees and fees for database searches, e.g.(DIALOG, Lexis-Nexis)

Total materials/services expenses

Preservation services

All other operation and maintenance expenses

- Report any other maintenance expenses that have not already been reported in this section. Include:
 - Computer hardware and software expenses. Report expenses from the library budget for computer hardware and software used to support library operations, whether purchased or leased, local or remote. Include the expenses for equipment used to run information service products when that expense can be separated from the price of the product.
 - National, regional, and local bibliographic utilities, networks and consortia.
 - **If interlibrary loan fees paid to bibliographic utilities cannot be separated out, include the interlibrary loan costs here with the library's expenses of the bibliographic utilities.**
 - All other operating expenses. Report all other expenses from the library budget not already reported. Exclude expenses for new buildings and building renovations. Include all expenses for furniture and equipment. Include any related maintenance costs.

Total expenses, minus fringe benefits

Does your library support virtual reference services • Question removed from the 2016-17 AL Survey.
