

Academic Libraries 2021-22

Institution: Indiana University-Southeast (151379)

User ID: 88G2401

Overview

Academic Libraries Overview

Welcome to the IPEDS Academic Libraries (AL) survey component. The purpose of the AL component of IPEDS is to collect information on library collections, library staff, library expenses, and library services for libraries in degree-granting postsecondary institutions.

Data Reporting Reminders

- Report data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior-year reporting. For example, if a summer term began later than usual due to Coronavirus Pandemic postponements, continue to report using the timeframes as defined in the IPEDS instructions. NCES expects that some data reported during the 2021-22 data collection year will vary from established prior trends due to the impacts of Coronavirus Pandemic. If an error edit is triggered even when submitting accurate data, please indicate in the corresponding context box or verbally to the Help Desk that the seemingly inconsistent data are accurate and reflect the effects of Coronavirus Pandemic.
- Report all data for fiscal year (FY) 2021. Fiscal Year 2021 is defined as the most recent 12-month period that ends before October 1, 2021, that corresponds to the institution's fiscal year.

Changes to reporting for 2021-22:

There are no changes to this survey component.

Coverage

Include data for the main or central academic library and all branch and independent libraries that were open all or part of the Fiscal Year 2021. Branch and independent libraries are defined as auxiliary library service outlets with quarters separate from the central library that houses the basic collection. The central library administers the branches. Libraries on branch campuses that have separate IPEDS unit identification numbers are reported as separate libraries.

Resources:

- To download the survey materials for this component: [Survey Materials](#)
- Visit the [Academic Libraries Resource](#) page for additional reporting resources.
- To access your prior year data submission for this component: [Reported Data](#)
- For more information about the previous survey: [Academic Libraries Survey](#)

If you have questions about completing this survey, please contact the **IPEDS Help Desk at 1-877-225-2568**.

Screening Questions

? Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2021:

- Less than \$100,000 Greater than or equal to \$100,000

Is the library collection entirely electronic?

- No Yes

Library Collections/Circulation, Interlibrary Loan Services, and Library Staff

Section I: For all degree-granting institutions with library expenses >0 and/or access to a library collection

NOTE - This section of the survey collects data on selected types of material. It does not cover all materials. Report the total number of each category held at the END of Fiscal Year 2021.

Library Collections	Physical		Digital/Electronic		Total	
		Prior Year Amount		Prior Year Amount		
Books	348,361	347,668	1,422,236	1,278,089		
Databases			364	374		
Media	6,815	6,813	404	524		
Serials	99	110	194,368	174,714		
Total	355,275	354,591	1,617,372	1,453,701	1,972,647	
<input checked="" type="checkbox"/> Library Circulation	<input type="text" value="15,032"/>	<input type="text" value="22,719"/>	<input checked="" type="checkbox"/>	<input type="text" value="106,430"/>	<input type="text" value="69,508"/>	<input type="text" value="121,462"/>

Does your institution have Interlibrary Loan Services ?

- No
- Yes

Interlibrary Loan Services	Number	Prior Year Amount
Total interlibrary loans and documents provided to other libraries	<input type="text" value="3,065"/>	<input type="text" value="2,916"/>
Total interlibrary loans and documents received	<input checked="" type="checkbox"/> <input type="text" value="477"/>	<input type="text" value="901"/>

Does your institution have Library Staff?

- No
- Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	<input type="text" value="6.00"/>	<input type="text" value="7.00"/>
Other Professional Staff	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
All Other Paid Staff (Except Student Assistants)	<input type="text" value="6.50"/>	<input type="text" value="7.00"/>
Student Assistants	<input type="text" value="12.00"/>	<input type="text" value="11.00"/>
Total	24.50	25.00

You may use the box below to provide additional context for the data you have reported above.

Expenses

Section II: For degree-granting institutions with library expenses >= \$100,000

Library expenses should be reported for the most recent 12-month period that corresponds to your institution's fiscal year that ends before October 1, 2021.

		Prior Year Amount
1 Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).		0
1 Expenses		Amount
Total <u>salaries and wages</u> for the library staff		617,980
Are staff <u>fringe benefits</u> paid out of the library budget?		
<input checked="" type="radio"/>	No	
<input type="radio"/>	Yes	
Total Fringe benefits		0
Materials/services expenses		
One-time purchases of <u>books, serial back-files,</u> and other materials	93,071	
<u>Ongoing commitments to subscriptions</u>	292,357	
All other materials/services costs	0	
Total materials/services expenses	385,428	405,728
Operations and maintenance expenses		
<u>Preservation services</u>	0	
All other operations and maintenance expenses	41,908	
Total operations and maintenance expenses	41,908	42,408
Total Expenses	1,045,316	1,140,299
Total Expenses (minus Fringe Benefits)	1,045,316	1,140,299

You may use the space below to provide context for the data you've reported above.

Prepared by

Prepared by

Reporting Reminders:

- The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data.
- The Keyholder will be copied on all email correspondence to other preparers.
- The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS.
- Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.
- Thank you for your assistance.

This survey component was prepared by:		
<input type="radio"/>	Keyholder	<input type="radio"/>
<input type="radio"/>	Finance Contact	<input checked="" type="radio"/>
	Name: <input type="text" value="Kate Moore"/>	
	Email: <input type="text" value="kabmoore@ius.edu"/>	

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

Number of Staff (including yourself)

How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?
Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	<input type="text" value="3.00"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours
Other offices	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours

Summary

Academic Libraries Component Summary

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears specifically for your institution through the College Navigator website and is included in your institution's Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the [Data Center](#) and sent to your institution's CEO in November 2021.

Please review your data for accuracy. If you have questions about the data displayed below after reviewing the data reported on the survey screens, please contact the IPEDS Help Desk at: 1-877-225-2568 or ipedshelp@rti.org.

Library Collections/Circulation	Physical Collection	Digital/Electronic Collection
Books	348,361	1,422,236
Databases		364
Media	6,815	404
Serials	99	194,368
Total Collection	355,275	1,617,372
Total Circulation	15,032	106,430

Expenses	Amount
Salaries and wages	\$617,980
Fringe benefits	N/A
Materials/services expenses	\$385,428
Operations and maintenance expenses	\$41,908
Total expenses	\$1,045,316

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (477) is outside the expected range of between 631 and 1,171 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Even though the Library never closed during COVID, our requests for physical interlibrary loan items declined dramatically. We also participated in the Emergency Temporary Access Service (ETAS) from HathiTrust which likely contributed to the steep decline in number of interlibrary loans and documents received from within the IU system (this number dropped from 736 in 2019/2020 to 277 in 2020/2021). The ETAS program started in April 2020 and ended in August 2021. In addition, loans between IU campuses were suspended from July-August 2020, also contributing to the decline in number of interlibrary loans and documents received from within the IU system.			
Screen Entry	The number entered (106,430) is outside the expected range of between 48,656 and 90,360 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We had a large increase in usage for our science-focused resources such as ScienceDirect (from approximately 1000 uses in 2019/2020 to over 10,000 in 2020/2021) and Nature (from less than 900 uses in 2019/2020 to over 7000 in 2020/2021). In addition, we saw higher usage for our streaming video collection Films on Demand and our ebook collection (Academic Complete from Proquest). This increase is not unexpected due to COVID - many of our students were not using physical resources during the 2020/2021 academic year and were relying instead on our online access.			
Screen Entry	The number entered (15,032) is outside the expected range of between 15,904 and 29,534 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Even though the Library never closed during COVID, our circulation of physical items declined dramatically (for example, our circulation for Sept. 2019 was 2,608 while our circulation for Sept. 2020 was 1,624). While our circulation numbers for March-June 2020 (reported in the 2019/2020 cycle), were also lower than normal, we saw lower circulation numbers for the entire year of 2020/2021.			