

Academic Libraries 2023-24

Institution: Western Carolina University (200004)

User ID: P2000041

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.
- Report all data for fiscal year (FY) 2023. Fiscal Year 2023 is defined as the most recent 12-month period that ends before October 1, 2023, that corresponds to the institution's fiscal year.

Changes to reporting for 2023-24:

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 2023. 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](#)
- 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**.

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 2023.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	369,158	373,365	847,874	668,780	
Databases			343	0	
Media	14,495	13,982	66,588	64,935	
Serials	8,617	4,481	187,654	125,324	
Total	392,270	391,828	1,102,459	859,039	1,494,729
Library Circulation	13,891	10,853	198,534	164,677	212,425

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	3,161	3,557
Total interlibrary loans and documents received	2,216	1,743

Does your institution have Library Staff?

- No
- Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	20.00	20.00
Other Professional Staff	0.00	0.00
All Other Paid Staff (Except Student Assistants)	24.25	26.00
Student Assistants	7.00	6.75
Total	51.25	52.75

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, 2023.

		Prior Year Amount
i Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).	0	0

i Expenses	Amount	
Total <u>salaries and wages</u> for the library staff	2,339,368	2,190,368

Are staff <u>fringe benefits</u> paid out of the library budget?			
<input checked="" type="radio"/>	No		
<input type="radio"/>	Yes	Total Fringe benefits	814,863

Materials/services expenses

One-time purchases of <u>books, serial back-files</u> , and other materials	406,148	285,415
<u>Ongoing commitments to subscriptions</u>	1,315,151	1,483,459
All other materials/services costs	12,878	13,249
Total materials/services expenses	1,734,177	1,782,123

Operations and maintenance expenses

<u>Preservation services</u>	2,894	7,259
All other operations and maintenance expenses	324,804	403,083
Total operations and maintenance expenses	327,698	410,342

Total Expenses	4,401,243	5,197,696
Total Expenses (minus Fringe Benefits)	4,401,243	4,382,833

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"/>
		<input type="radio"/>
		SFA Contact
		HR Contact
		Academic Library Contact
		Other
Name:	<input type="text" value="Kristen Calvert"/>	
Email:	<input type="text" value="kcalvert@email.wcu.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"/> 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

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 institution's Data Feedback Report (DFR). In addition, all data reported in IPEDS survey components become publicly available through the [IPEDS Use the Data](#) and appear as aggregated statistics in various Department of Education reports. [College Navigator](#) is updated approximately three months after the data collection period closes and DFRs will be available through the [IPEDS Use the Data](#) and sent to your institution's CEO at the end of 2024.

Please review your data for accuracy. If you have questions about the data displayed below or 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	Digital/Electronic
Books	369,158	847,874
<u>Databases</u>		343
<u>Media</u>	14,495	66,588
<u>Serials</u>	8,617	187,654
Total	392,270	1,102,459
Library Circulation	13,891	198,534

Interlibrary Loan Services	Total interlibrary loans and documents provided to other libraries : 3161 Total interlibrary loans and documents received : 2216 Librarians : 20.00
Library Staff	Other Professional Staff : 0.00 All Other Paid Staff (Except Student Assistants) : 24.25 Student Assistants : 7.00

Expenses	Amount
Branch and independent libraries	0
Salaries and wages	2,339,368
Fringe benefits	
Total materials/services expenses	1,734,177
Total operations and maintenance expenses	327,698
Total Expenses	4,401,243

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The prior year value for the institution was 0. The current year value is (343). Please explain the difference in reporting or correct your data. (Error #15049)	Explanation	Yes	
Reason	Library had additional end-of-year money to buy collections.			
Screen Entry	The number entered (8,617) is outside the expected range of between 3,137 and 5,825 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Library had additional end-of-year money to purchase collections.			
Screen Entry	The number entered (187,654) is outside the expected range of between 87,727 and 162,921 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Library had additional end-of-year money to buy collections.			
Screen: Expenses				
Screen Entry	Your response to whether staff fringe benefits are paid out of the library budget is expected to be the same as your response in the prior year Academic Libraries survey. Please correct your data or explain. (Error #15014)	Explanation	Yes	
Reason	Library has a new Budget Officer who concluded the fringe benefits do not come out of the library's budget.			