Institution: University of Northern Iowa (154095)
User ID: P1540951

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 expenses, and library services for libraries in degree-granting postsecondary institutions.

Recent changes

There are no changes to the 2018-19 Academic Libraries component from the 2017-18 collection. Visit the Academic Libraries Resource page for additional reporting resources.

Data Reporting Reminders

Report all data for fiscal year (FY) 2018. Fiscal Year 2018 is defined as the most recent 12-month period that ends before October 1, 2018, that corresponds to the institution's fiscal year.

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 2018. 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**.

Screening Questions

Were your annual total library expenses for Fiscal Year 2018:

○ Less than $100,000	◉ Greater than or equal to $100,000

Is the library collection entirely electronic?

◉ No	○ Yes

Library Collections/Circulation and Interlibrary Loan Services

	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 2018.				
Library Collections	**Physical**		**Digital/Electronic**		**Total**
		Prior Year Amount		Prior Year Amount	
Books	746,500	**776,654**	338,651	**464,215**	
Databases			191	**210**	
Media	97,106	**44,920**	24,233	**25,845**	
Serials	20,207	**22,329**	64,588	**105,088**	
Total	863,813	**843,903**	427,663	**595,358**	1,291,476
Library Circulation	57,363	**71,993**	307,364	**202,253**	364,727

Does your instituion have Interlibrary Loan Services ?

○ No

◉ Yes

Interlibrary Loan Services	**Number**	**Prior Year Amount**
Total interlibrary loans and documents provided to other libraries	4,210	**4,377**
Total interlibrary loans and documents received	4,131	**3,020**

You may use the space below to provide context for the data you've reported above. This context box will not be posted on the College Navigator Website.

1) A new assessment librarian did this year's survey and went into a deeper level of detail than the previous assessment librarian.   2) Even though we have had a new integrated library system for 2+ years, there is still a lot of data clean-up between the old system and the new system. The new system also has much better analytical software that can be used to get more accurate counts.   3) We also added a branch library last year so that is influencing the numbers as well.

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, 2018.		
		Prior Year Amount
❓Indicate the number of **branch and independent libraries** (exclude the main or central library).	1	**1**

❓Expenses	Amount	
Total **salaries and wages** for the library staff	3,188,360	**3,382,864**
Are staff **fringe benefits** paid out of the library budget?		
⭘ No		
⊙ Yes **Total Fringe benefits**	1,344,943	**1,231,905**
Materials/services expenses		
One-time purchases of **books**, **serial back-files**, and other materials	263,019	
Ongoing commitments to subscriptions	1,972,532	
All other materials/services costs	1,475	
Total materials/services expenses	⬇ 2,237,026	**1,562,953**
Operations and maintenance expenses		
Preservation services	65,915	
All other operations and maintenance expenses	604,319	
Total operations and maintenance expenses	⬇ 670,234	**217,923**
Total Expenses	7,440,563	**6,395,645**
Total Expenses (minus Fringe Benefits)	6,095,620	**5,163,740**

You may use the space below to provide context for the data you've reported above. This context box will not be posted on the **College Navigator Website**.

Prepared by

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:

⊙ Keyholder	⊙ SFA Contact	⊙ HR Contact
⊙ Finance Contact	◉ Academic Library Contact	⊙ Other

Name: HyunSeung Koh
Email: hyunseung.koh@uni.edu

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

13.00 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	60.00 hours	1.00 hours	1.00 hours	1.00 hours
Other offices	hours	hours	hours	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 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 your DFR. Data Feedback Reports will be available through the Data Center and sent to your institution's CEO in November 2018.

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	746,500	338,651
Databases		191
Media	97,106	24,233
Serials	20,207	64,588
Total Collection	863,813	427,663
Total Circulation	57,363	307,364

Expenses	Amount
Salaries and wages	$3,188,360
Fringe benefits	$1,344,943
Materials/services expenses	$2,237,026
Operations and maintenance expenses	$670,234
Total expenses	$7,440,563

Edit Report

Academic Libraries

University of Northern Iowa (154095)

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation and Interlibrary Loan Services				
Upload File	The number entered (97,106) is outside the expected range of between 31,444 and 58,396 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Numbers in the past have been gathered from an old integrated library system program. These numbers are gathered from a newer system. Sometimes in the past, only volumes or titles were counted - not both.			
Upload File	The number entered (307,364) is outside the expected range of between 141,578 and 262,928 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	The library has added more ebooks and more ebook packages online in the past few years and usage has increased due to increase in ebook preference and distance education.			
Upload File	The number entered (4,131) is outside the expected range of between 2,114 and 3,926 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	With cancellations of certain journals and database packages as well as the withdrawal of some unique materials, ILL for campus has increased.			
Upload File	The number entered (64,588) is outside the expected range of between 73,562 and 136,614 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Over the years, the number of electronic serials that the library has access or subscriptions to has decreased with cancellations.			
Screen: Expenses				
Upload File	The calculated value (2,237,026) is outside the expected range of between 1,172,215 and 1,953,691 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	Library received a significant amount of one-time money at the end of the fiscal year last year and was able to pay for a number of databases ahead of time.			
Upload File	The calculated value (670,234) is outside the expected range of between 141,650 and 294,196 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	There are a lot of new projects the library is paying for this year than previous years. Also, the numbers in previous years were pulled from the budget book and not necessarily broken down correctly. Also, we have multiple financial reporting systems that aren't always consistent with one another.			