IPEDS **2021-22 Data Collection System**

IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org
OMB NO. 1850-0582 v.29 : Approval Expires 8/31/2022
User ID: 55C0011

Academic Libraries 2021-22

Institution: University of Wisconsin-Milwaukee (240453)   User ID: 55C0011

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**.

Parent child allocation factors

The **Academic Libraries survey** report submitted under this UnitID is a combined report that includes data for all the locations listed below. Because this is a combined report, you must provide allocation factors that indicate how the data should be distributed among all included institutions. Allocation factors are percents. The allocation factors you provide will be used to create derived variables for the IPEDS Peer Analysis System to allocate reported data to each component location.

Unit ID	Name of Institution	City, State	Allocation factor	2020 - 2021 Allocation factor
240453	University of Wisconsin-Milwaukee	Milwaukee, WI	99 %	**99**%
491288	University of Wisconsin-Milwaukee Flex	Milwaukee, WI	1 %	**1**%
		Total:	**100%**	

If this list of institutions is not complete, or is incorrect in any way, or if you would like to report data for each component institution instead of submitting a combined report, or if you have any questions or concerns, please call the Help Desk at **1-877-225-2568**.

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

0 / 2000

Screening Questions

ⓘ **Were your annual total <u>library expenses</u> (including staff salaries and wages) for Fiscal Year 2021:**

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

Is the <u>library collection</u> 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	1,437,291	1,449,236	☑	1,245,928	891,654	
Databases				383	368	
Media	255,496	255,815		290,854	262,526	
Serials	49,505	55,503		193,100	179,355	
Total	**1,742,292**	1,760,554		**1,730,265**	1,333,903	**3,472,557**

ⓘ Library Circulation	☑	14,974	47,804	1,764,854	1,452,524	**1,779,828**

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	41,181	46,457
Total interlibrary loans and documents received	20,066	24,654

Does your institution have Library Staff?

○ No
◉ Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	33.70	40.92
Other Professional Staff	7.00	6.00
All Other Paid Staff (Except Student Assistants)	14.60	14.45
Student Assistants ☑	23.00	14.68
Total	**78.30**	76.05

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
ℹ Indicate the number of branch and independent libraries (exclude the main or central library).	2	2

ℹ Expenses	**Amount**	
Total salaries and wages for the library staff	3,421,445	3,768,418

Are staff fringe benefits paid out of the library budget?		
⦿ No		
○ Yes	**Total Fringe benefits**	0

Materials/services expenses

One-time purchases of books, serial back-files, and other materials	243,787	
Ongoing commitments to subscriptions	2,902,312	
All other materials/services costs	26,406	
Total materials/services expenses	**3,172,505**	3,608,599

Operations and maintenance expenses

Preservation services	18,685	
All other operations and maintenance expenses	406,549	
Total operations and maintenance expenses	**425,234**	399,582

Total Expenses	**7,019,184**	7,776,599
Total Expenses (minus Fringe Benefits)	**7,019,184**	7,776,599

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:					
○	Keyholder	○	SFA Contact	○	HR Contact
○	Finance Contact	◉	Academic Library Contact	○	Other

Name: Julie Pohlman

Email: jpohlman@uwsa.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	43.00 hours	hours	hours	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 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	1,437,291	1,245,928
Databases		383
Media	255,496	290,854
Serials	49,505	193,100
Total Collection	1,742,292	1,730,265
Total Circulation	14,974	1,764,854

Expenses	Amount
Salaries and wages	$3,421,445
Fringe benefits	N/A
Materials/services expenses	$3,172,505
Operations and maintenance expenses	$425,234
Total expenses	$7,019,184

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (14,974) is outside the expected range of between 33,463 and 62,145 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Significant drop off due to reduced hours for the duration of the FY (as opposed to the end of FY2020) due to COVID.			
Screen Entry	The number entered (1,245,928) is outside the expected range of between 624,158 and 1,159,150 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Large increase in number of titles owned and managed at the System level.			
Screen Entry	The Student Assistants(23.00) is outside the expected range compared to Student Assistants reported in the prior year(14.68). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	Hired more as the pandemic eased, particularly for back end operations, even as much learning etc remained remote for users.			