IPEDS 2023-24 Data Collection System

IPEDS HELP DESK (877) 225-2568 | **ipedshelp@rti.org**
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User ID: 55C0011

Academic Libraries 2023-24

Institution: University of Wisconsin-Platteville (240462)   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.

- 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**.

Screening Questions

ⓘ **Were your annual total <u>library expenses</u> (including staff salaries and wages) for Fiscal Year 2023:**

○   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 2023.

Library Collections	Physical		Prior Year Amount	Digital/Electronic		Prior Year Amount	Total
Books		158,354	193,861		993,717	803,671	
Databases					433	421	
Media	☑	4,580	9,008	☑	83,089	62,862	
Serials		941	978		348,913	339,495	
Total		**163,875**	**203,847**		**1,426,152**	**1,206,449**	**1,590,027**

ⓘ Library Circulation	☑	4,087	1,911	☑	183,073	23,966	**187,160**

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	☑	717	191
Total interlibrary loans and documents received	☑	703	1,196

Does your institution have Library Staff?

○ No

◉ Yes

Library Staff		Number of FTEs	Prior Year Amount
Librarians		7.00	6.00
Other Professional Staff	☑	8.50	0.00
All Other Paid Staff (Except Student Assistants)	☑	0.50	8.00
Student Assistants	☑	19.00	3.80
Total	☑	**35.00**	17.80

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 branch and independent libraries (exclude the main or central library).**	☑ 1	2

ℹ **Expenses**	Amount	
Total salaries and wages for the library staff	659,984	730,269

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

Materials/services expenses

	Amount	Prior Year
One-time purchases of books, serial back-files, and other materials	52,116	100,070
Ongoing commitments to subscriptions	374,787	299,653
All other materials/services costs	16,330	12,641
Total materials/services expenses	**443,233**	412,364

Operations and maintenance expenses

	Amount	Prior Year
Preservation services	1,328	0
All other operations and maintenance expenses	107,427	32,093
Total operations and maintenance expenses	☑ **108,755**	32,093

Total Expenses	**1,211,972**	1,174,726
Total Expenses (minus Fringe Benefits)	**1,211,972**	1,174,726

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?
7.00   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	35.00 hours	18.00 hours	0.50 hours	hours
Other offices	hours	hours	hours	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	158,354	993,717
Databases		433
Media	4,580	83,089
Serials	941	348,913
Total	163,875	1,426,152
Library Circulation	4,087	183,073

Interlibrary Loan Services	Total interlibrary loans and documents provided to other libraries : 717 Total interlibrary loans and documents received : 703
Library Staff	Librarians : 7.00 Other Professional Staff : 8.50 All Other Paid Staff (Except Student Assistants) : 0.50 Student Assistants : 19.00

Expenses	Amount
Branch and independent libraries	1
Salaries and wages	659,984
Fringe benefits	
Total materials/services expenses	443,233
Total operations and maintenance expenses	108,755
Total Expenses	1,211,972

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (4,580) is outside the expected range of between 6,306 and 11,710 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	University budget cuts forced us to reduce our collection.			
Screen Entry	The number entered (4,087) is outside the expected range of between 1,338 and 2,484 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Prior year was COVID-inspired and less physical traffic/more digital traffic.			
Screen Entry	The number entered (83,089) is outside the expected range of between 44,004 and 81,720 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Prior year was COVID-inspired and less physical traffic/more digital traffic.			
Screen Entry	The number entered (183,073) is outside the expected range of between 16,777 and 31,155 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Prior year was COVID-inspired and less physical traffic/more digital traffic.			
Screen Entry	The number entered (717) is outside the expected range of between 134 and 248 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Renovation in stacks prevented our ability to lend and required us to request more ILL			
Screen Entry	The number entered (703) is outside the expected range of between 838 and 1,554 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Renovation in stacks prevented our ability to lend and required us to request more ILL,			
Screen Entry	The Other Professional Staff(8.50) is outside the expected range compared to Other Professional Staff reported in the prior year(0.00). Please correct your data or explain. (Error #15813)	Explanation	Yes	
Reason	We considered our paraprofessional library assistants as professional staff in current IPED survey and our administrative assistant (0.5 FTE) as other paid staff. This should be more accurate moving forward.			
Screen Entry	The All Other Paid Staff(0.50) is outside the expected range compared to All Other Paid Staff reported in the prior year(8.00). Please correct your data or explain. (Error #15814)	Explanation	Yes	
Reason	We considered our paraprofessional library assistants as professional staff in current IPED survey and our administrative assistant (0.5 FTE) as other paid staff. This should be more accurate moving forward.			
Screen Entry	The Student Assistants(19.00) is outside the expected range compared to Student Assistants reported in the prior year(3.80). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	Our student employees cover 152 hours of coverage per week (152/8 is 19). This likely increased because prior year was COVID-inspired OR it was inaccurately calculated.			
Screen Entry	The Total(35.00) is outside the expected range compared to Total reported in the prior year(17.80). Please correct your data or explain. (Error #15816)	Explanation	Yes	
Reason	See specific explanations for a total. Largest difference in total related to students. Our student employees cover 152 hours of coverage per week (152/8 is 19). This likely increased because prior year was COVID-inspired OR it was inaccurately calculated.			
Screen: Expenses				
Screen Entry	The number of branch and independent libraries is expected to be equal to the prior year value. Please correct your data or explain. (Error #15021)	Explanation	Yes	
Reason	Richland branch Library closed			
Screen Entry	The calculated value (108,755) is outside the expected range of between 20,861 and 43,325 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	- Previous year operating costs were not solicited from our Budget Analyst as they were in the current year; we are comfortable that the larger number reflects accurate expenses.			