IPEDS
2022-23 Data Collection System

IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org
OMB NO. 1850-0582 v.30 : Approval Expires 8/31/2025
User ID: 55C0011

Academic Libraries 2022-23

Institution: University of Wisconsin-Stout (240417)   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) 2022. Fiscal Year 2022 is defined as the most recent 12-month period that ends before October 1, 2022, that corresponds to the institution's fiscal year.

Changes to reporting for 2022-23:

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 2022. 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 2022:**

○   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 2022.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	136,597	136,497	913,915	737,464	
Databases			239	242	
Media	18,258	18,367	159,354	149,258	
Serials	861	896	160,023	132,801	
Total	**155,716**	**155,760**	**1,233,531**	**1,019,765**	**1,389,247**

ⓘ Library Circulation	7,100	5,518	163,412	178,417	**170,512**

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	☑	2,465	1,476
Total interlibrary loans and documents received		2,520	2,300

Does your institution have Library Staff?

◯ No

◉ Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	8.49	8.34
Other Professional Staff	0.15	0.00
All Other Paid Staff (Except Student Assistants)	4.90	6.28
Student Assistants	5.35	6.78
Total	**18.89**	**21.40**

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, 2022.

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

ⓘ **Expenses**	**Amount**	
Total salaries and wages for the library staff	771,088	761,324

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	77,036	
Ongoing commitments to subscriptions	491,898	
All other materials/services costs	12,432	
Total materials/services expenses	**581,366**	569,201

Operations and maintenance expenses

Preservation services	13,222	
All other operations and maintenance expenses	141,837	
Total operations and maintenance expenses	**155,059**	144,766

Total Expenses	**1,507,513**	1,475,291
Total Expenses (minus Fringe Benefits)	**1,507,513**	1,475,291

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	15.00 hours	3.00 hours	1.00 hours	hours
Other offices	3.00 hours	2.00 hours	0.00 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 2023.

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	136,597	913,915
Databases		239
Media	18,258	159,354
Serials	861	160,023
Total Collection	155,716	1,233,531
Total Circulation	7,100	163,412

Expenses	Amount
Salaries and wages	$771,088
Fringe benefits	N/A
Materials/services expenses	$581,366
Operations and maintenance expenses	$155,059
Total expenses	$1,507,513

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (2,465) is outside the expected range of between 1,034 and 1,918 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We had an increase in both our physical and electronic ILL lending in FY2022 because we had a permanent full-time staff member in the ILL Coordinator position, and it was the year after the major disruption of COVID-19. These numbers are similar to what we had in FY2020, which was before the major disruption to library services caused by COVID-19.			