IPEDS 2021-22 Prior Year Data Revision System

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

Revised Academic Libraries 2021-22 2021-22 Data

Institution: Missouri University of Science and Technology (178411) User ID: 29C0011

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**.

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Screening Questions

Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2021:

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

Is the library collection entirely electronic?

- ◉ No
- ○ Yes

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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	Prior Year Amount	Digital/Electronic	Prior Year Amount	Total
Books	302,179	308,145	532,699	532,443	
Databases			101	130	
Media	81,802	82,554	24,406	22,643	
Serials	11,976	12,368	58,643	69,568	
Total	**395,957**	403,067	**615,849**	624,784	**1,011,806**
Library Circulation	☑ 3,721	7,093	☑ 225,464	336,763	**229,185**

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	☑ 9,246	13,812
Total interlibrary loans and documents received	5,498	7,411

Does your institution have Library Staff?

- ○ No
- ◉ Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	6.00	6.00
Other Professional Staff	0.00	0.00
All Other Paid Staff (Except Student Assistants)	☑ 5.00	13.00
Student Assistants	☑ 11.00	5.00
Total	**22.00**	24.00

You may use the box below to provide additional context for the data you have reported above.

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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
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	611,015	695,942

Are staff fringe benefits paid out of the library budget?

○	No			
◉	Yes	**Total Fringe benefits**	265,744	287,360

Materials/services expenses

One-time purchases of books, serial back-files, and other materials	129,502	
Ongoing commitments to subscriptions	972,714	
All other materials/services costs	182,262	
Total materials/services expenses	**1,284,478**	1,659,315

Operations and maintenance expenses

Preservation services	0	
All other operations and maintenance expenses	108,972	
Total operations and maintenance expenses	**108,972**	199,098

Total Expenses	**2,270,209**	2,841,715
Total Expenses (minus Fringe Benefits)	**2,004,465**	2,554,355

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

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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: Randy Sade

Email: SadeR@umsystem.edu

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

2.00 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	1.25 hours	0.00 hours	1.00 hours	3.00 hours
Other offices	10.50 hours	0.00 hours	2.00 hours	4.00 hours

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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	302,179	532,699
Databases		101
Media	81,802	24,406
Serials	11,976	58,643
Total Collection	395,957	615,849
Total Circulation	3,721	225,464

Expenses	Amount
Salaries and wages	$611,015
Fringe benefits	$265,744
Materials/services expenses	$1,284,478
Operations and maintenance expenses	$108,972
Total expenses	$2,270,209

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Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (3,721) is outside the expected range of between 4,966 and 9,220 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Concerning physical circulation, foot traffic was down overall, most likely due to the COVID-19 restrictions.			
Screen Entry	The number entered (225,464) is outside the expected range of between 235,735 and 437,791 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Large decrease Digital/Electronic Library Circulation is due in part to fewer students, but mostly due to changes in methodology when counting/reporting electronic usage.			
Screen Entry	The number entered (9,246) is outside the expected range of between 9,669 and 17,955 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	In FY20, our Interlibrary Loan department was able to quickly and safely return to the office (after working remotely due to COVID-19). Consequently, we were able to provide a large number of documents/scans to other libraries because we had access to our physical materials while other ILL departments were restricted in their lending because they were still working from home (hence the large number reported in FY20). As other ILL departments got back up and running throughout the year, our ILL services returned to normal levels for FY21.			
Screen Entry	The All Other Paid Staff(5.00) is outside the expected range compared to All Other Paid Staff reported in the prior year(13.00). Please correct your data or explain. (Error #15814)	Explanation	Yes	
Reason	Result of some staff reductions.			
Screen Entry	The Student Assistants(11.00) is outside the expected range compared to Student Assistants reported in the prior year(5.00). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	Due to staff reductions, more students were hired.			
Screen: Expenses				
Screen Entry	The calculated value (108,972) is outside the expected range of between 129,414 and 268,782 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Budget reductions stemming from the COVID-19 pandemic.			
Screen Entry	The calculated value (2,270,209) is outside the expected range of between 2,273,372 and 3,410,058 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Decrease in total expenditures is due to a reduction of full-time Paid Staff receiving benefits and budget reductions stemming from the COVID-19 pandemic.			