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: 29C0011

Academic Libraries 2022-23 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.
- 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**.

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Screening Questions

Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2022:

- ○ 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 2022.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	305,124	302,179	465,963	532,699	
Databases			95	101	
Media	77,819	81,802	30,976	24,406	
Serials	12,391	11,976	71,226	58,643	
Total	**395,334**	395,957	**568,260**	615,849	**963,594**
Library Circulation	☑ 6,839	3,721	☑ 323,877	225,464	**330,716**

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	6,981	9,246
Total interlibrary loans and documents received	6,565	5,498

Does your institution have Library Staff?

- ○ No
- ◉ Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	5.00	6.00
Other Professional Staff	0.00	0.00
All Other Paid Staff (Except Student Assistants)	☑ 8.00	5.00
Student Assistants	☑ 5.00	11.00
Total	**18.00**	22.00

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, 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	571,009	611,015

Are staff fringe benefits paid out of the library budget?

- ○ No
- ◉ Yes — **Total Fringe benefits** ☑ 245,069 — 116,910

Materials/services expenses

One-time purchases of books, serial back-files, and other materials	0	
Ongoing commitments to subscriptions	1,056,801	
All other materials/services costs	192,670	
Total materials/services expenses	**1,249,471**	1,284,478

Operations and maintenance expenses

Preservation services	2,332	
All other operations and maintenance expenses	49,509	
Total operations and maintenance expenses	☑ **51,841**	108,972

Total Expenses	**2,117,390**	2,121,375
Total Expenses (minus Fringe Benefits)	**1,872,321**	2,004,465

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?

3.00 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	2.50 hours
Other offices	10.50 hours	0.00 hours	2.00 hours	3.00 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 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	305,124	465,963
Databases		95
Media	77,819	30,976
Serials	12,391	71,226
Total Collection	395,334	568,260
Total Circulation	6,839	323,877

Expenses	Amount
Salaries and wages	$571,009
Fringe benefits	$245,069
Materials/services expenses	$1,249,471
Operations and maintenance expenses	$51,841
Total expenses	$2,117,390

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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 (6,839) is outside the expected range of between 2,605 and 4,837 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Concerning physical circulation, foot traffic was up overall, most likely due to the relaxing of social distancing requirements.			
Screen Entry	The number entered (323,877) is outside the expected range of between 157,825 and 293,103 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Increased demand from other libraries for inter-library loan content.			
Screen Entry	The All Other Paid Staff(8.00) is outside the expected range compared to All Other Paid Staff reported in the prior year(5.00). Please correct your data or explain. (Error #15814)	Explanation	Yes	
Reason	Increased foot traffic, return to normal operating hours necessitated increasing paid staff			
Screen Entry	The Student Assistants(5.00) is outside the expected range compared to Student Assistants reported in the prior year(11.00). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	Combination of staffing increase and completion of major projects resulted in decreased demand for student labor.			
Screen: Expenses				
Screen Entry	The number entered (245,069) is outside the expected range of between 93,528 and 140,292 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	FY22 Fringe was in fact $245,069. The error was in FY21 which should have been reported as 265,744 not as $116,910. Prior Year Revision System has been updated to reflect the correction.			
Screen Entry	The calculated value (51,841) is outside the expected range of between 70,832 and 147,112 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Continuing budget reductions.			