# IPEDS 2023-24 Data Collection System

**IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org**
OMB NO. 1850-0582 v.32 : Approval Expires 8/31/2025
User ID: 29C0011

Academic Libraries 2023-24 2022-23 Data

Institution: University of Missouri-Kansas City (178402) 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) 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**.

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## Screening Questions

**Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2023:**

- ○ 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 2023.

| Library Collections | Physical | | Digital/Electronic | | Total |
|---|---|---|---|---|---|
| | | Prior Year Amount | | Prior Year Amount | |
| Books | 832,766 | 820,174 | 1,313,865 | 1,722,817 | |
| Databases | | | 242 | 241 | |
| Media | 662,319 | 683,199 | 0 | 127,715 | |
| Serials | 16,956 | 15,094 | 119,940 | 142,971 | |
| **Total** | **1,512,041** | 1,518,467 | **1,434,047** | 1,993,744 | **2,946,088** |
| Library Circulation | 16,582 | 7,790 | 456,240 | 382,677 | **472,822** |

**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 | 7,819 | 8,086 |
| Total interlibrary loans and documents received | 15,439 | 13,028 |

**Does your institution have Library Staff?**

- ○ No
- ◉ Yes

| Library Staff | Number of FTEs | Prior Year Amount |
|---|---|---|
| Librarians | 32.00 | 28.00 |
| Other Professional Staff | 4.38 | 4.00 |
| All Other Paid Staff (Except Student Assistants) | 38.45 | 35.50 |
| Student Assistants | 20.35 | 18.50 |
| **Total** | **95.18** | 86.00 |

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, 2023.

| | | Prior Year Amount |
|---|---|---|
| **Indicate the number of branch and independent libraries (exclude the main or central library).** | 2 | 2 |

| **Expenses** | **Amount** | |
|---|---|---|
| **Total salaries and wages** for the library staff | 4,183,935 | 3,788,729 |

**Are staff fringe benefits paid out of the library budget?**

| | | | | |
|---|---|---|---|---|
| ○ | No | | | |
| ◉ | Yes | **Total Fringe benefits** | 1,538,883 | 1,462,830 |

**Materials/services expenses**

| | | |
|---|---|---|
| One-time purchases of books, serial back-files, and other materials | 81,038 | 85,839 |
| Ongoing commitments to subscriptions | 1,999,809 | 1,717,848 |
| All other materials/services costs | 50,619 | 47,699 |
| **Total materials/services expenses** | **2,131,466** | 1,851,386 |

**Operations and maintenance expenses**

| | | |
|---|---|---|
| Preservation services | 495 | 1,420 |
| All other operations and maintenance expenses | 1,234,809 | 223,992 |
| **Total operations and maintenance expenses** | **1,235,304** | 225,412 |

| | | |
|---|---|---|
| **Total Expenses** | **9,089,588** | 7,328,357 |
| **Total Expenses (minus Fringe Benefits)** | **7,550,705** | 5,865,527 |

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 | 2.00 hours |
| Other offices | 12.00 hours | 0.00 hours | 2.00 hours | 2.00 hours |

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## 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 | 832,766 | 1,313,865 |
| Databases | | 242 |
| Media | 662,319 | 0 |
| Serials | 16,956 | 119,940 |
| **Total** | 1,512,041 | 1,434,047 |
| | | |
| **Library Circulation** | 16,582 | 456,240 |

| | |
|---|---|
| **Interlibrary Loan Services** | Total interlibrary loans and documents provided to other libraries : 7819<br>Total interlibrary loans and documents received : 15439 |
| **Library Staff** | Librarians : 32.00<br>Other Professional Staff : 4.38<br>All Other Paid Staff (Except Student Assistants) : 38.45<br>Student Assistants : 20.35 |

| Expenses | Amount |
|---|---|
| Branch and independent libraries | 2 |
| Salaries and wages | 4,183,935 |
| Fringe benefits | 1,538,883 |
| Total materials/services expenses | 2,131,466 |
| Total operations and maintenance expenses | 1,235,304 |
| Total Expenses | 9,089,588 |

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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 (16,582) is outside the expected range of between 5,453 and 10,127 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | Increase in Physical Library Circulation is due to migration to a new Integrated Library System (ILS) and new reporting system. | | | |
| Screen Entry | The number entered (0) is outside the expected range of between 89,401 and 166,029 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | Due to migration to a new Integrated Library System (ILS) impacted holdings and reporting. Unable to provide a number. | | | |
| **Screen: Expenses** | | | | |
| Screen Entry | The calculated value (1,235,304) is outside the expected range of between 146,518 and 304,306 compared to the prior year value. Please correct your data or explain. (Error #15027) | Explanation | Yes | |
| Reason | Increase in operation and maintenance expenses is due to the library in FY23 was able to finalize and pay for several projects (equipment, furniture, vehicle replacement and general supplies) that got delayed due to supply chain problems caused by the COVID-19 challenges. | | | |
| Screen Entry | The calculated value (9,089,588) is outside the expected range of between 5,862,686 and 8,794,028 compared to the prior year value. Please correct your data or explain. (Error #15027) | Explanation | Yes | |
| Reason | Increase in total expenses is due to the library in FY23 was able to finalize and pay for several projects (equipment, furniture, vehicle replacement and general supplies) that got delayed due to supply chain problems caused by the COVID-19 challenges. | | | |