

# IPEDS 2022-23 Prior Year Data Revision System

IPEDS HELP DESK (877) 225-2568 | [ipedshelp@rti.org](mailto:ipedshelp@rti.org)

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User ID: 29C0011

Academic Libraries 2022-23

2021-22 Data

Institution: University of Missouri-St Louis (178420)

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

**i** 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	673,932	674,191	<input checked="" type="checkbox"/>	501,427	234,240	
Databases				280	278	
Media	3,883	3,879		0	0	
Serials	20,908	21,173	<input checked="" type="checkbox"/>	45,526	225,619	
<b>Total</b>	<b>698,723</b>	<b>699,243</b>		<b>547,233</b>	<b>460,137</b>	<b>1,245,956</b>

<input checked="" type="checkbox"/> Library Circulation	<input checked="" type="checkbox"/>	7,789	11,615		17,818	22,334	25,607
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**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	3,496	3,533
Total interlibrary loans and documents received	<input checked="" type="checkbox"/> 1,981	2,986

**Does your institution have Library Staff?**

- No
- Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	17.00	18.00
Other Professional Staff	<input checked="" type="checkbox"/> 7.70	1.00
All Other Paid Staff (Except Student Assistants)	<input checked="" type="checkbox"/> 3.50	9.50
Student Assistants	<input checked="" type="checkbox"/> 11.50	6.00
<b>Total</b>	<b>39.70</b>	<b>34.50</b>

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
<b>i</b> Indicate the number of <b>branch and independent libraries</b> (exclude the main or central library).		1
<b>i</b> Expenses		<b>Amount</b>
Total salaries and wages for the library staff		1,547,283
Total salaries and wages for the library staff		1,553,215
Are staff fringe benefits paid out of the library budget?		
<input type="radio"/> No		
<input checked="" type="radio"/> Yes		
Total Fringe benefits		618,249
Total Fringe benefits		567,784
<b>Materials/services expenses</b>		
One-time purchases of books, serial back-files, and other materials		292,161
Ongoing commitments to subscriptions		1,475,415
All other materials/services costs		58,376
Total materials/services expenses		1,825,952
Total materials/services expenses		1,687,813
<b>Operations and maintenance expenses</b>		
Preservation services		5,903
All other operations and maintenance expenses		166,995
Total operations and maintenance expenses		<input checked="" type="checkbox"/> 172,898
Total operations and maintenance expenses		25,964
Total Expenses		4,164,382
Total Expenses (minus Fringe Benefits)		3,834,776
Total Expenses (minus Fringe Benefits)		3,266,992

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

We had an increase the the materials budget and made purchases for the building that had been delayed due to COVID.

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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:

<input checked="" type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact	<input type="radio"/>	HR Contact
<input type="radio"/>	Finance Contact	<input type="radio"/>	Academic Library Contact	<input type="radio"/>	Other

Name:

Email:

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	<input type="text" value="1.25"/> hours	<input type="text" value="0.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="2.50"/> hours
Other offices	<input type="text" value="10.50"/> hours	<input type="text" value="0.00"/> hours	<input type="text" value="2.00"/> hours	<input type="text" value="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](mailto:ipedshelp@rti.org).

Library Collections/Circulation	Physical Collection	Digital/Electronic Collection
Books	673,932	501,427
Databases		280
Media	3,883	0
Serials	20,908	45,526
Total Collection	698,723	547,233
Total Circulation	7,789	17,818

Expenses	Amount
Salaries and wages	\$1,547,283
Fringe benefits	\$618,249
Materials/services expenses	\$1,825,952
Operations and maintenance expenses	\$172,898
Total expenses	\$4,164,382

## Edit Report

## Academic Libraries

Source	Description	Severity	Resolved	Options
<b>Screen: Collections/Circulation/Interlibrary Loan Services and Staff</b>				
Screen Entry	The number entered (7,789) is outside the expected range of between 8,131 and 15,099 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Physical Library Circulation decreased since on-campus traffic is not as in person post COVID as it was pre-COVID.			
Screen Entry	The number entered (501,427) is outside the expected range of between 163,968 and 304,512 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Digital/Electronic Serials decreased since we invested in an e-book package with many titles, in response to COVID.			
Screen Entry	The number entered (1,981) is outside the expected range of between 2,091 and 3,881 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We had less requests for interlibrary loans and documents received.			
Screen Entry	The number entered (45,526) is outside the expected range of between 157,934 and 293,304 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Physical Library Circulation decreased since we had to pull out of a journals package due to costs.			
Screen Entry	The Student Assistants(11.50) is outside the expected range compared to Student Assistants reported in the prior year(6.00). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	Student Assistants FTE increased since we hired more students to do more functions that staff were performing but were low level. Able to refocus staff time on catalog migration.			
Screen Entry	The Other Professional Staff(7.70) is outside the expected range compared to Other Professional Staff reported in the prior year(1.00). Please correct your data or explain. (Error #15813)	Explanation	Yes	
Reason	Numbers were input incorrectly in the prior year.			
Screen Entry	The All Other Paid Staff(3.50) is outside the expected range compared to All Other Paid Staff reported in the prior year(9.50). Please correct your data or explain. (Error #15814)	Explanation	Yes	
Reason	Numbers were input incorrectly in the prior year.			
<b>Screen: Expenses</b>				
Screen Entry	The calculated value (172,898) is outside the expected range of between 16,877 and 35,051 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	O&M Expenses increase; budget is not fully back to pre-COVID level, but we did receive an increase and we received some funds from a system pool of library money.			