

2017 ACRL Survey Form

Website: <https://acrl.countingopinions.com>

Deadline: February 28, 2018

Library Information

Question	Response
Reporting Institution	
Short Name for Reporting Institution	
Street Address	
City	
State / Province	
Zip / Postal Code	
Country	
Fiscal Year End Date	
Carnegie Classification	
Carnegie Classification Detailed Optional Question	
IPEDS Unit ID	

Primary Contact

Contact's Name	
Title	
Email Address	
Phone Number	

Report Prepared By

Your Name	
Your Title	
Your Email Address	
Your Phone Number	

Staffing Types, FTEs and Expenses

#	Question	Number of FTEs (A)	Salaries & Wages Excluding Fringe (B)
01	Librarians		\$
02	Other Professional Staff		\$
03	Total Professional Staff	<i>calculated sum of 01 + 02</i>	<i>calculated sum of 01 + 02</i>
04	All Other Paid Staff (Except Student Assistants)		\$
05	Student Assistants		\$
06	Total, FTEs and Salary & Wages (Excluding Fringe)	<i>calculated sum of 03 + 04 + 05</i>	<i>calculated sum of 03 + 04 + 05</i>
07	Number of hours to work per week to be considered "full time" at the institution		
08	Are staff fringe benefits paid from the library budget?	Yes No (radio button)	
09	Staff fringe benefits IF paid from the library budget		\$

Expenses (Exclude Staff)

#	Question	Amount
Materials / Services Expenses		
20	One-time purchase of books, serial backfiles, and other materials	\$
20a	> E-books (if available)	\$
21	Ongoing commitments to subscriptions	\$
21a	> E-books (if available)	\$
21b	> E-journals (if available)	\$
22	All other materials/service cost	\$
23	Total materials/services expenses	<i>calculated sum of 20 + 21 + 22</i>
Operations and Maintenance Expenses		
24	Preservation services	\$
25	All other operations and maintenance expenses	\$
26	Total operations and maintenance expenses	<i>calculated sum of 24 + 25</i>
27	Are expenses reported in Canadian dollars?	Yes No (radio button)
Total Expenses		
30	Includes salaries and wages from all identifiable sources, includes fringe	<i>calculated sum of 06 (Column B) + 09 + 23 + 26</i>
31	Includes salaries and wages from all identifiable sources, excludes fringe	<i>calculated sum of 06 (Column B) + 23 + 26</i>

Library Collections				
		Physical (A)	Digital/Electronic (B)	
40	Books [title count]			
40a	Books [volume count]			
41	Databases			
42	Media			
43	Serials			
44	Total	<i>calculated sum of 40 + 42 + 43</i>	<i>calculated sum of 40 + 41 + 42 + 43</i>	
Institutional Repositories				
		Number		
50	Items contributed to the institutional repository via uploads			
51	Item usage from the institutional repository			
Library Services				
Library Circulation / Usage				
		Physical (A)	Digital/Electronic (B)	
60	Initial Circulation			
61	> e-book usage COUNTER BR1 (if available)			
62	> e-book usage COUNTER BR2 (if available)			
63	E-serials usage			
Information Services to Individuals				
		Number		
64	Transactions			
65	Consultations			
67	Virtual Reference Services			
Locations				
		Number		
68	Indicate the number of branch and independent libraries			
Information Services to Groups				
		Physical (A)	Digital/Electronic (B)	Total if unable to break apart (C)
70	Number of presentations			
71	Total attendance at all presentations			
Hours				
		Number		
72	Number of hours open during a typical week in an academic session			
Gate counts				
		Number		
73	on an annual basis (if available)			
74	in a typical week (if available)			
Interlibrary Loan Services				
80	Does your institution have interlibrary loan services?	Yes No (radio button)		
		Number		
81	Total interlibrary loans and documents provided to other libraries			
81a	> ILL-01 Returnable (if available)			
81b	> ILL-02 Non-returnable (if available)			
81c	> Total if ILL-01 & ILL-02 are reported separately	<i>calculated sum of 81a + 81b</i>		
82	Total interlibrary loans and documents received			
82a	> ILL-03 Returnable (if available)			
82b	> ILL-04 Non-returnable (if available)			
82c	> ILL-05 Documents received from commercial services (if available)			
82d	> Total if ILL-03, ILL-04 and ILL-05 are reported separately	<i>calculated sum of 82a + 82c</i>		
Student Enrollment				

		Number		
90	Full-time Equivalents (FTE) (if available)			
91	Headcounts (if available)			
91a	> Full time undergraduates (if available)			
91b	> Part time undergraduates (if available)			
91c	> Full time graduates (if available)			
91d	> Part time graduates (if available)			
91e	> Total if full time and part time undergraduate and graduate headcounts are reported separately	<i>calculated sum of 91a + 91d</i>		
Other				
100	What library data would you suggest ACRL collect on this annual survey?			
Notes				
110	You may use the space below to provide context for the data you've reported above.			