

| 2016 ACRL Survey Form | | | |
|--|--|--|---|
| Staffing Types, FTEs and Expenses | | | |
| | | Number of FTEs | Salaries and wages, exclude fringe |
| | | (1) | (2) |
| 01 | Librarians | | \$ |
| 02 | Other professional staff | | \$ |
| 03 | | calculated sum of 01 - 02 | calculated sum of 01 - 02 |
| 04 | All other paid staff (except student assistants) | | \$ |
| 05 | Student assistants | | \$ |
| 06 | Total, FTEs and Salary & Wages (excluding fringe) | calculated sum of 03, 04 and 05 | calculated sum of 03, 04 and 05 |
| 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 (radio button) No (radio button) |
| 09 | Staff fringe benefits IF paid from the library budget | | \$ |
| Expenses (exclude staff) | | | |
| | | Amount | |
| <i>Materials/services expenses</i> | | | |
| 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 | calculated sum of 20, 21 and 22 | |
| <i>Operations and maintenance expenses</i> | | | |
| 24 | Preservation services | \$ | |
| 25 | All other operations and maintenance expenses | \$ | |
| 26 | Total operations and maintenance expenses | calculated sum of 24 - 25 | |
| 27 | Are expenses reported in Canadian dollars? | | Yes (radio button) No (radio button) |
| Total Expenses | | | |
| 30 | Includes salaries and wages from all identifiable sources, includes fringe | calculated sum of lines 06 (column 2), 09, 23 and 26 | |

| | | | | |
|-----------------------------------|--|--|---|---|
| 31 | Includes salaries and wages from all identifiable sources, excludes fringe | calculated sum of lines 06 (column 2), 23 and 26 | | |
| Library Collections | | | | |
| | | Physical | Digital/Electronic | |
| | | (1) | (2) | |
| 40 | Books [title count] | | | |
| 40a | Books [volume count] | | | |
| 41 | Databases | | | |
| 42 | Media | | | |
| 43 | Serials | | | |
| 44 | Total | calculated sum of lines 40, 42 and 43 | calculated sum of lines 40, 41, 42 and 43 | |
| Institutional Repositories | | | | |
| | | Number | | |
| 50 | Items contributed to the institutional repository via uploads | | | |
| 51 | Item usage from the institutional repository | | | |
| Library Services | | | | |
| | | Physical | Digital/Electronic | |
| | | (1) | (2) | |
| | Library Circulation / Usage | | | |
| 60 | Initial circulation | | | |
| 61 | e-book usage COUNTER BR1 (if available) | | | |
| 62 | e-book usage COUNTER BR2 (if available) | | | |
| 63 | E-serials usage | | | |
| | | Number | | |
| | Information Services to Individuals | | | |
| 64 | Transactions | | | |
| 65 | Consultations | | | |
| | | Number | | |
| 67 | Virtual Reference Services | | | |
| 67a | V-01 Email reference | | | |
| 67b | V-02 Chat reference, commercial service | | | |
| 67c | V-03 Chat reference, instant messaging applications | | | |
| 67d | V-04 Short message service (SMS) or text messaging | | | |
| 67e | V-05 Online conferencing | | | |
| | | Number | | |
| 68 | Indicate the number of branch and independent libraries | | | |
| | | Physical | Digital/Electronic | Total if Breakdown Not Available |
| | | (1) | (2) | (3) |
| | Information Services to Groups | | | |
| 70 | Number of presentations | | | |

| | | | | |
|-----------------------------------|--|-----------------------------|--|--|
| 71 | Total attendance at all presentations | | | |
| | | Number | | |
| 72 | Number of hours open during a typical week in an academic session | | | |
| | | Number | | |
| | Gate counts | | | |
| 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 (radio button) | | |
| | | 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 and ILL-02 are reported separately | calculated sum of 81a - 81b | | |
| 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 | calculated sum of 82a - 82c | | |
| 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 | calculated sum of 91a - 91d | | |
| Other | | | | |
| 100 | What library data would you suggest ACRL collect on this annual survey? | | | |
| 101 | Will the library submit the data file generated by the responses to this survey and aligned with the IPEDS Academic Libraries (AL) component to the institution's IPEDS keyholder? | Yes (radio button) | | |
| | | No (radio button) | | |
| Notes | | | | |
| 110 | You may use the space below to provide context for the data you've reported above. | | | |