

Institution: University of South Florida-St Petersburg (448840)
User ID: P4488401

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 expenses, and library services for libraries in degree-granting postsecondary institutions.

Recent changes

There are no changes to the 2018-19 Academic Libraries component from the 2017-18 collection. Visit the [Academic Libraries Resource](#) page for additional reporting resources.

Data Reporting Reminders

Report all data for fiscal year (FY) 2018. Fiscal Year 2018 is defined as the most recent 12-month period that ends before October 1, 2018, that corresponds to the institution's fiscal year.

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 2018. 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**.

Screening Questions

? Were your annual total library expenses for Fiscal Year 2018:

Less than \$100,000

Greater than or equal to \$100,000

Is the library collection entirely electronic?

No

Yes

Library Collections/Circulation and Interlibrary Loan Services

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 2018.**

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	203,330	203,330	721,020	693,313	
Databases			941	939	
Media	6,240	7,375	68,625	62,653	
Serials	185	198	65,050	64,928	
Total	209,755	210,903	855,636	821,833	1,065,391
Library Circulation	42,618	39,210	871,091	654,961	913,709

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	3,776	3,866
Total interlibrary loans and documents received	1,863	1,756

You may use the space below to provide context for the data you've reported above. This context box will not be posted on the College Navigator Website.

The 2017-18 decrease in total library media reflects weeding of VHS tapes. The 2017-18 library circulation-digital/electronic total reflects an increase in ebooks and emedia usage from the prior fiscal year.

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, 2018.		
		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	1,199,317	1,106,048
Are staff fringe benefits paid out of the library budget?		
<input type="radio"/> No		
<input checked="" type="radio"/> Yes	Total Fringe benefits	396,076
Materials/services expenses		
One-time purchases of <u>books, serial back-files, and other materials</u>	80,313	
<u>Ongoing commitments to subscriptions</u>	526,182	
All other materials/services costs	17,760	
Total materials/services expenses	624,255	597,183
Operations and maintenance expenses		
Preservation services	1,065	
All other operations and maintenance expenses	193,897	
Total operations and maintenance expenses	194,962	101,759
Total Expenses	2,414,540	2,201,066
Total Expenses (minus Fringe Benefits)	2,018,534	1,804,990

You may use the space below to provide context for the data you've reported above. This context box will not be posted on the [College Navigator Website](#).

**Context for Ongoing Commitments to subscriptions / service costs: e-resources includes USFSP Subscriptions and USF St. Pete net 2017/18 invoice, E-RESOURCE EXPENDITURES (2006 FORMULA)

Prepared by

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

Name: Kaya van Beynen

Email: kayatown@mail.usf.edu

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

4.00 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	4.00 hours	hours	hours	hours
Other offices	hours	hours	hours	hours

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 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 your DFR. Data Feedback Reports will be available through the [Data Center](#) and sent to your institution's CEO in November 2018.

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	203,330	721,020
Databases		941
Media	6,240	68,625
Serials	185	65,050
Total Collection	209,755	855,636
Total Circulation	42,618	871,091

Expenses	Amount
Salaries and wages	\$1,199,317
Fringe benefits	\$396,006
Materials/services expenses	\$624,255
Operations and maintenance expenses	\$194,962
Total expenses	\$2,414,540

Academic Libraries

University of South Florida-St Petersburg (448840)

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation and Interlibrary Loan Services				
Screen Entry	The number entered (871,091) is outside the expected range of between 458,473 and 851,449 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	The 2017-18 library circulation-digital/electronic total reflects an increase in ebooks and emedia usage from the prior fiscal year.			
Screen: Expenses				
Screen Entry	The calculated value (194,962) is outside the expected range of between 66,144 and 137,374 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	The Library received one-time funds to improve library spaces for students and special collections.			