**IPEDS** **2021-22 Data Collection System**

Academic Libraries 2021-22

Institution: Eastern Connecticut State University (129215)                                              User ID: P1292151

## 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. For example, if a summer term began later than usual due to Coronavirus Pandemic postponements, continue to report using the timeframes as defined in the IPEDS instructions. NCES expects that some data reported during the 2021-22 data collection year will vary from established prior trends due to the impacts of Coronavirus Pandemic. If an error edit is triggered even when submitting accurate data, please indicate in the corresponding context box or verbally to the Help Desk that the seemingly inconsistent data are accurate and reflect the effects of Coronavirus Pandemic.

- Report all data for fiscal year (FY) 2021. Fiscal Year 2021 is defined as the most recent 12-month period that ends before October 1, 2021, that corresponds to the institution's fiscal year.

**Changes to reporting for 2021-22:**

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 2021. 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
- Visit the Academic Libraries Resource page for additional reporting resources.
- 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 2021:**

○    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 2021.

| Library Collections | Physical | | Digital/Electronic | | Total |
|---|---|---|---|---|---|
| | | Prior Year Amount | | Prior Year Amount | |
| Books | 264,622 | 272,008 | 531,560 | 520,972 | |
| Databases | | | 138 | 128 | |
| Media | 21,313 | 21,116 | ☑ 216,705 | 145,424 | |
| Serials | 2,911 | 3,758 | 71,814 | 67,291 | |
| **Total** | **288,846** | **296,882** | **820,217** | **733,815** | **1,109,063** |

| | Physical | | Digital/Electronic | | Total |
|---|---|---|---|---|---|
| ⓘ Library Circulation | ☑ 10,008 | 15,907 | ☑ 114,890 | 19,550 | **124,898** |

**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 | | 3,687 | 3,159 |
| Total interlibrary loans and documents received | ☑ | 1,371 | 2,018 |

**Does your institution have Library Staff?**

○ No

◉ Yes

| Library Staff | Number of FTEs | Prior Year Amount |
|---|---|---|
| Librarians | 11.22 | 11.34 |
| Other Professional Staff | 1.00 | 1.00 |
| All Other Paid Staff (Except Student Assistants) | 10.95 | 11.33 |
| Student Assistants | 5.62 | 5.98 |
| **Total** | **28.79** | 29.65 |

You may use the box below to provide additional context for the data you have reported above.

Institution: Eastern Connecticut State University (129215)

User ID: P1292151

## 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, 2021.

| | | 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** | 1,849,859 | 1,813,979 |

| **Are staff fringe benefits paid out of the library budget?** | | |
|---|---|---|
| ○  No | | |
| ◉  Yes          **Total Fringe benefits** | 1,562,440 | 1,467,845 |

**Materials/services expenses**

| | | |
|---|---|---|
| One-time purchases of books, serial back-files, and other materials | 96,686 | |
| Ongoing commitments to subscriptions | 773,611 | |
| All other materials/services costs | 0 | |
| **Total materials/services expenses** | **870,297** | 701,266 |

**Operations and maintenance expenses**

| | | |
|---|---|---|
| Preservation services | 4,125 | |

| | | |
|---|---|---|
| All other operations and maintenance expenses | 70,877 | |
| **Total operations and maintenance expenses** | **75,002** | 81,425 |
| | | |
| **Total Expenses** | **4,357,598** | 4,064,515 |
| **Total Expenses (minus Fringe Benefits)** | **2,795,158** | 2,596,670 |

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

Institution: Eastern Connecticut State University (129215)

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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: Sandra Rosado

Email: rosados@easternct.edu

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

5.00 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 | 3.00 hours | 2.00 hours | 1.00 hours | 2.00 hours |
| Other offices | 1.00 hours | 1.00 hours | 0.00 hours | 1.00 hours |

Institution: Eastern Connecticut State University (129215)
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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 2021.

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 | 264,622 | 531,560 |
| Databases | | 138 |
| Media | 21,313 | 216,705 |
| Serials | 2,911 | 71,814 |
| Total Collection | 288,846 | 820,217 |
| | | |
| Total Circulation | 10,008 | 114,890 |

| Expenses | Amount |
|---|---|
| Salaries and wages | $1,849,859 |
| Fringe benefits | $1,562,440 |
| Materials/services expenses | $870,297 |
| Operations and maintenance expenses | $75,002 |
| Total expenses | $4,357,598 |

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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 (216,705) is outside the expected range of between 101,797 and 189,051 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | We have more streaming media than we used to. | | | |
| Screen Entry | The number entered (10,008) is outside the expected range of between 11,135 and 20,679 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | Physical circulation is down due to COVID closings and remote learning. | | | |
| Screen Entry | The number entered (114,890) is outside the expected range of between 13,685 and 25,415 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | Last year's number should have been 135,066 - e-serials usage was mistakenly left out last year. | | | |
| Screen Entry | The number entered (1,371) is outside the expected range of between 1,413 and 2,623 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | Not sure why this is lower - maybe because fewer students were on-campus due to COVID? | | | |