Academic Libraries 2019-20

Institution: University of Oklahoma-Norman Campus (207500)   User ID: P2075003

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.

Changes to reporting for 2019-20

There are no changes to this survey component.

For 2020-21 changes, please review the preview screens available on the Survey Materials page.

Data Reporting Reminders

Report all data for fiscal year (FY) 2019. Fiscal Year 2019 is defined as the most recent 12-month period that ends before October 1, 2019, 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 2019. 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 for Fiscal Year 2019:

	○	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 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 2019.

Library Collections	Physical	Prior Year Amount	Digital/Electronic	Prior Year Amount	Total
Books	4,462,751	**4,312,631**	1,845,599	**1,381,213**	
Databases			306	**318**	
Media	3,636,364	**3,635,818**		**0**	
Serials	74,690	**71,252**	109,220	**100,138**	
Total	8,173,805	**8,019,701**	1,955,125	**1,481,669**	10,128,930
Library Circulation	62,495	**79,836**	677,932	**1,411,948**	740,427

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	11,734	**12,551**
	Total interlibrary loans and documents received	8,919	**10,166**

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.

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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, 2019.		
		Prior Year Amount
🔵 Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).	3	**3**
🔵 **Expenses**	**Amount**	
Total <u>salaries and wages</u> for the library staff	6,951,284	**6,898,654**
Are staff <u>fringe benefits</u> paid out of the library budget?		
⦿ No		
○ Yes **Total Fringe benefits**		**0**
Materials/services expenses		
One-time purchases of <u>books</u>, <u>serial back-files</u>, and other materials	685,234	
<u>Ongoing commitments to subscriptions</u>	8,281,174	
All other materials/services costs	613,734	
Total materials/services expenses	9,580,142	**10,646,026**
Operations and maintenance expenses		
<u>Preservation services</u>	0	
All other operations and maintenance expenses	2,485,248	
Total operations and maintenance expenses	2,485,248	**2,855,444**
Total Expenses	19,016,674	**20,400,124**
Total Expenses (minus Fringe Benefits)	19,016,674	**20,400,124**
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 <u>College Navigator Website</u>.		

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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:

⦿	Keyholder	⭕	SFA Contact	⭕	HR Contact
⭕	Finance Contact	⭕	Academic Library Contact	⭕	Other

Name:	Susannah Livingood
Email:	slivingood@ou.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		hours		hours		hours		hours
Other offices	7.00	hours		hours	1.00	hours		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 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 2019.

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	4,462,751	1,845,599
Databases		306
Media	3,636,364	
Serials	74,690	109,220
Total Collection	8,173,805	1,955,125
Total Circulation	62,495	677,932

Expenses	Amount
Salaries and wages	$6,951,284
Fringe benefits	N/A
Materials/services expenses	$9,580,142
Operations and maintenance expenses	$2,485,248
Total expenses	$19,016,674

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Edit Report

Academic Libraries

University of Oklahoma-Norman Campus (207500)

Source	Description	Severity	Resolved	Options

Screen: Collections/Circulation and Interlibrary Loan Services

Source	Description	Severity	Resolved	Options
Upload File	The number entered (1,845,599) is outside the expected range of between 966,850 and 1,795,576 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	we have made changes to our counting process that provide a more complete picture of our ebook acquisition.			
Upload File	The calculated value (1,955,125) is outside the expected range of between 1,037,169 and 1,926,169 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	we have made changes to our counting process that provide a more complete picture of our ebook acquisition.			
Upload File	The number entered (677,932) is outside the expected range of between 988,364 and 1,835,532 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Due to staffing changes we no longer have the ability to track every possible ebook data point. This figure reflects our major ebook platforms only, resulting in the observed drop.			