

# 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		
04	All Other Paid Staff (Except Student Assistants)		
05	Student Assistants		
06	Total, FTEs and Salary & Wages (Excluding Fringe)		
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	
09	Staff fringe benefits IF paid from the library budget		

## Expenses (Exclude Staff)

#	Question	Amount
<b>Materials / Services Expenses</b>		
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	
<b>Operations and Maintenance Expenses</b>		
24	Preservation services	
25	All other operations and maintenance expenses	
26	Total operations and maintenance expenses	
27	Are expenses reported in Canadian dollars?	Yes   No
<b>Total Expenses</b>		
30	Includes salaries and wages from all identifiable sources, includes fringe	
31	Includes salaries and wages from all identifiable sources, excludes fringe	

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

		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			
<b>Other</b>				
100	What library data would you suggest ACRL collect on this annual survey?			
<b>Notes</b>				
110	You may use the space below to provide context for the data you've reported above.			