


ACADEMIC LIBRARIES SURVEY

ELIGIBILITY

Please answer the following questions to determine if you are eligible to complete this survey:

- a. Do you have an organized collection of printed or other materials or a combination thereof?  Yes/No
- b. Do you have paid staff trained to provide and interpret such materials as required to meet the informational, cultural, recreational, or educational needs of clientele? Yes/No
- c. Do you have an established schedule in which services of the staff are available to clientele? Yes/No
- d. Does the library have the physical facilities necessary to support such a collection, staff, and schedule? Yes/No

(This question will popup if any of the 4 questions above are answered no.)

- e. Do you provide financial support to another library? Yes/No

Thank you for your time.

ACADEMIC LIBRARIES SURVEY

OUTLETS & STAFF, FY 2008

Line No.	Item	Number
100	Branch and independent libraries – Exclude main or central library	_____

(Exclude maintenance and custodial staff, volunteers and contributed services staff)

Note: Report FTE data to two decimals.

Line No.	Staff	FALL 2007 Number of full-time equivalents (FTEs) (1)	FY 2007 Salaries and wages (whole dollars only) (2)
200	Librarians	_____	
201	Other professional staff	_____	
202	Total librarians and other professional staff (sum lines 02 and 03, col. 1)	_____	\$ _____
203	All other paid staff (except student assistants)	_____	\$ _____
204	Student assistants from all funding sources	_____	\$ _____
205	Total full-time equivalent (FTE) staff (sum items 202, 203, and 204)	_____	\$ _____
206	Are employee fringe benefits paid from the library budget? If no, select "N" and skip to item 300		_____ (Yes/No)
207	Employee fringe benefits (if paid from library budget)		\$ _____

ACADEMIC LIBRARIES SURVEY

LIBRARY EXPENDITURES, FY 2008

Note: See instructions for exclusions and definitions.

Line No.		Amount (whole dollars only)
205	Total salaries and wages (from previous page)	\$ _____
	Information resources:	
300	One-time purchases of books, serial backfiles and other material	\$ _____
301	Electronic	\$ _____
302	Audiovisual	\$ _____
303	Ongoing commitments to serial subscriptions	\$ _____
304	Electronic serials	\$ _____
	Other information resources:	
305	Document delivery/interlibrary loan	\$ _____
306	Preservation	\$ _____
307	Other expenditures for information resources	\$ _____
	Operating expenditures:	
308	Computer hardware and software (include maintenance)	\$ _____
309	Bibliographic utilities, networks and consortia	\$ _____
310	All other operating expenditures	\$ _____
311	TOTAL EXPENDITURES (Sum 205, 300, 303, and 305 through 310)	\$ _____

ACADEMIC LIBRARIES SURVEY

LIBRARY COLLECTIONS, FY 2008

Is the library collection entirely electronic? Yes/No _____

Line No.	Collections	Added during the Fiscal Year (1)	Held at end of Fiscal Year (2)
400	Books, serial backfiles and other paper materials (include government documents)	_____	_____
401	E-Books	_____	_____
402	Microforms	_____	_____
403	Audiovisual materials	_____	_____
404	Current serial titles	_____	_____
405	Electronic reference sources and aggregation services	_____	_____
406	Is the Library collection entirely electronic? (Yes/No)	_____	_____

ACADEMIC LIBRARIES SURVEY

LIBRARY SERVICES, FY 2008

Note: See instructions for exclusions and definitions.

Line No.	Services	Number
Interlibrary loans and documents provided to other libraries:		
500	Returnable	_____
501	Non-returnable	_____
502	Total provided (sum of items 500 and 501)	_____
Interlibrary loans and documents received:		
503	Returnable	_____
504	Non-returnable	_____
505	Documents received from commercial services	_____
506	Total received (sum of items 503, 504, and 505)	_____
Circulation:		
507	General circulation transactions	_____
508	Reserve circulation transactions	_____
Information services to groups:		
509	Number of presentations	_____
510	Total attendance at all presentations	_____

ACADEMIC LIBRARIES SURVEY

LIBRARY SERVICES, TYPICAL WEEK, FALL 2008

Note: See instructions for exclusions and definitions.

Line No.	Services	Number in a typical week
600	Number of weekly public service hours	_____
601	Gate count in a typical week	_____
602	Reference transactions in a typical week	_____

ACADEMIC LIBRARIES SURVEY

ELECTRONIC SERVICES, FY 2008

Please respond to each item by selecting “Y” or “N”. If answering for more than one library, select “Y”, if at least one has the service.

Line No.	Services	Yes/No
	Does your library provide the following?	
700	Documents digitized by the library staff	_____
701	Library reference service by e-mail or the Web	_____
702	Technology to assist patrons with disabilities (e.g., TDD, specially equipped work stations)	_____
703	Electronic theses and dissertations produced by your students	_____

ACADEMIC LIBRARIES SURVEY

PART H – INFORMATION LITERACY, FY 2008

Note: See instructions for definition.

Please respond to each item by selecting “Yes” or “No”.

Line

No. Does your institution have the following, or has it done the following?

Yes/No

- | | | |
|-----|---|-------|
| 800 | A definition of information literacy or of an information literate student | _____ |
| 801 | Incorporated information literacy in the institution’s mission | _____ |
| 802 | Incorporated information literacy in the institution’s strategic plan If no, select “N” and skip lines 803 and 804. | _____ |
| 803 | An institution-wide committee to implement the strategic plan for information literacy | _____ |
| 804 | The strategic plan formally recognizes the library’s role in information literacy instruction? | _____ |