

Institution: University of Washington-Tacoma Campus (377564)
User ID: 88G2561

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.

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

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Were your annual total library expenses for Fiscal Year 2019:

☐	Less than \$100,000	☒	Greater than or equal to \$100,000
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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		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	134,653	133,442	1,349,382	1,154,379	
Databases			621	283	
Media	7,237	10,754	169,920	136,371	
Serials	1,389	924	193,793	183,555	
Total	143,279	145,120	1,713,716	1,474,588	1,856,995
Library Circulation	16,170	15,218	110,106	127,717	126,276

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	2,662	1
Total interlibrary loans and documents received	2,296	1

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.

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 branch and independent libraries (exclude the main or central library).	0	0
? Expenses	Amount	
Total salaries and wages for the library staff	1,177,766	1,059,529
Are staff fringe benefits 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	278,872	
Ongoing commitments to subscriptions	481,228	
All other materials/services costs	4,562	
Total materials/services expenses	! 764,662	552,541
Operations and maintenance expenses		
Preservation services	0	
All other operations and maintenance expenses	0	
Total operations and maintenance expenses	0	0
Total Expenses	! 1,942,428	1,612,070
Total Expenses (minus Fringe Benefits)	1,942,428	1,612,070
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> .		

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: Steve Hiller		
Email: hiller@u.washington.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)
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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	0.50 hours	0.50 hours	0.50 hours	0.25 hours
Other offices	1.50 hours	0.00 hours	0.00 hours	0.00 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 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	134,653	1,349,382
Databases		621
Media	7,237	169,920
Serials	1,389	193,793
Total Collection	143,279	1,713,716
Total Circulation	16,170	110,106

Expenses	Amount
Salaries and wages	\$1,177,766
Fringe benefits	N/A
Materials/services expenses	\$764,662
Operations and maintenance expenses	\$0
Total expenses	\$1,942,428

Academic Libraries

University of Washington-Tacoma Campus (377564)

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation and Interlibrary Loan Services				
Screen Entry	The number entered (7,237) is outside the expected range of between 7,528 and 13,980 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Some items withdrawn.			
Screen Entry	The number entered (621) is outside the expected range of between 199 and 367 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Recount			
Screen Entry	The number entered (1,389) is outside the expected range of between 647 and 1,201 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Recount			
Screen Entry	The number entered (2,662) is outside the expected range of between 1 and 1 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Accurate counts now provided.			
Screen Entry	The number entered (2,296) is outside the expected range of between 1 and 1 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Accurate counts now provided.			
Screen: Expenses				
Screen Entry	The calculated value (764,662) is outside the expected range of between 414,406 and 690,676 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	Collections expenditures are higher in the second year of the biennium			
Screen Entry	The calculated value (1,942,428) is outside the expected range of between 1,289,656 and 1,934,484 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	Total expenses are higher in the second year of the biennium.			