

IPEDS 2023-24 Data Collection System

IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org
OMB NO. 1850-0582 v.32 : Approval Expires 8/31/2025
User ID: 88G2561

Academic Libraries 2023-24

Institution: University of Washington-Bothell Campus (377555)

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 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.
- Report all data for fiscal year (FY) 2023. Fiscal Year 2023 is defined as the most recent 12-month period that ends before October 1, 2023, that corresponds to the institution's fiscal year.

Changes to reporting for 2023-24:

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 2023. 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](#)
- 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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Parent child allocation factors

Parent child allocation factors

The **Academic Libraries survey** report submitted under this UnitID is a combined report that includes data for all the locations listed below. Because this is a combined report, you must provide allocation factors that indicate how the data should be distributed among all included institutions. Allocation factors are percents. The allocation factors you provide will be used to create derived variables for the IPEDS Peer Analysis System to allocate reported data to each component location.

Unit ID	Name of Institution	City, State	Allocation factor	2022 - 2023 Allocation factor
377555	University of Washington-Bothell Campus	Bothell, WA	77 %	77%
439190	Cascadia College	Bothell, WA	23 %	23%
		Total:	100%	

If this list of institutions is not complete, or is incorrect in any way, or if you would like to report data for each component institution instead of submitting a combined report, or if you have any questions or concerns, please call the Help Desk at **1-877-225-2568**.

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

0 / 2000

Institution: University of Washington-Bothell Campus (377555)

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Screening Questions

i Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2023:

- ☐ Less than \$100,000 ☒ Greater than or equal to \$100,000

Is the library collection entirely electronic?

- ☒ No ☐ Yes

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 2023.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	105,442	111,761	2,148,061	1,822,189	
Databases			670	639	
Media	7,303	7,326	321,092	279,880	
Serials	1,260	1,290	323,445	238,697	
Total	114,005	120,377	2,793,268	2,341,405	2,907,273
 Library Circulation	5,997	5,131	302,813	303,663	308,810

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	1	1
Total interlibrary loans and documents received	1	1

Does your institution have Library Staff?

- ☐ No
☒ Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	17.00	18.00
Other Professional Staff	6.00	5.00
All Other Paid Staff (Except Student Assistants)	13.00	13.00
Student Assistants	3.00	3.00
Total	39.00	39.00

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

Figures for digital/electronic collections are for the entire University of Washington (UW) Libraries system, including Bothell, Seattle, and Tacoma campuses. Interlibrary Loan services are provided centrally through the UW Seattle campus.

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, 2023.

		Prior Year Amount
1 Indicate the number of branch and independent libraries (exclude the main or central library).	0	0

1 Expenses	Amount	
Total salaries and wages for the library staff	2,165,998	2,213,353

Are staff fringe benefits paid out of the library budget?		
	No	
	Yes	
Total Fringe benefits		701,738 689,750

Materials/services expenses

One-time purchases of books , serial back-files , and other materials	407,669	108,216
Ongoing commitments to subscriptions	511,190	424,142
All other materials/services costs	0	0
Total materials/services expenses	918,859	532,358

Operations and maintenance expenses

Preservation services	0	0
All other operations and maintenance expenses	391,533	39,585
Total operations and maintenance expenses	391,533	39,585

Total Expenses	4,178,128	3,475,046
Total Expenses (minus Fringe Benefits)	3,476,390	2,785,296

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

Institution: University of Washington-Bothell Campus (377555)

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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: Jackie Belanger					
Email: jeb24@uw.edu					

How many staff from your institution only were involved in the data collection and reporting process of this survey component?	
2.00	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? <i>Exclude the hours spent collecting data for state and other reporting purposes.</i>				
Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	1.00 hours	0.00 hours	1.00 hours	1.00 hours
Other offices	1.00 hours	0.00 hours	1.00 hours	1.00 hours

Summary

Academic Libraries Component Summary

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 institution's Data Feedback Report (DFR). In addition, all data reported in IPEDS survey components become publicly available through the [IPEDS Use the Data](#) and appear as aggregated statistics in various Department of Education reports. [College Navigator](#) is updated approximately three months after the data collection period closes and DFRs will be available through the [IPEDS Use the Data](#) and sent to your institution's CEO at the end of 2024.

Please review your data for accuracy. If you have questions about the data displayed below or 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	Digital/Electronic
Books	105,442	2,148,061
Databases		670
Media	7,303	321,092
Serials	1,260	323,445
Total	114,005	2,793,268
Library Circulation	5,997	302,813

Interlibrary Loan Services	Total interlibrary loans and documents provided to other libraries : 1 Total interlibrary loans and documents received : 1 Librarians : 17.00
Library Staff	Other Professional Staff : 6.00 All Other Paid Staff (Except Student Assistants) : 13.00 Student Assistants : 3.00

Expenses	Amount
Branch and independent libraries	0
Salaries and wages	2,165,998
Fringe benefits	701,738
Total materials/services expenses	918,859
Total operations and maintenance expenses	391,533
Total Expenses	4,178,128

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (323,445) is outside the expected range of between 167,088 and 310,306 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Increase for FY23 likely due to a number of factors, including improved reporting, as well as funding reallocations to e-book and e-journal purchases. FY23 is the second year of the budget biennium and materials expenditures tend to be higher than in year one.			
Screen: Expenses				
Screen Entry	The calculated value (918,859) is outside the expected range of between 399,269 and 665,447 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	FY23 is the second year of the budget biennium and materials expenditures tend to be higher than in year one.			
Screen Entry	The calculated value (391,533) is outside the expected range of between 25,731 and 53,439 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Increase due to a variety of one-time projects undertaken in FY23, including technology and furniture upgrades.			
Screen Entry	The calculated value (4,178,128) is outside the expected range of between 2,780,037 and 4,170,055 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	FY23 is the second year of the budget biennium and materials expenditures tend to be higher than in year one. Value is also higher because of significant one-time projects undertaken in FY23.			