

Academic Libraries 2023-24

Institution: Northwestern State University of Louisiana (160038)

User ID: P1600381

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**.

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	254,460	255,448	<input checked="" type="checkbox"/>	342,523	83,807	
Databases				116	117	
Media	<input checked="" type="checkbox"/> 2,844	8,490	<input checked="" type="checkbox"/>	2,014	21	
Serials	<input checked="" type="checkbox"/> 6,253	85,839	<input checked="" type="checkbox"/>	107,701	54,526	
Total	263,557	349,777		<input checked="" type="checkbox"/> 452,354	138,471	715,911
Library Circulation	2,125	2,494		298,073	335,352	300,198

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	353	389
Total interlibrary loans and documents received	<input checked="" type="checkbox"/> 1,093	1,581

Does your institution have Library Staff?

- No
- Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	7.00	7.00
Other Professional Staff	0.00	0.00
All Other Paid Staff (Except Student Assistants)	8.00	11.00
Student Assistants	23.00	23.00
Total	38.00	41.00

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

With regard to staff, we had a person retire and two were laid off.

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
i Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).		3
i Expenses		Amount
Total <u>salaries and wages</u> for the library staff		908,330
Are staff <u>fringe benefits</u> paid out of the library budget?		
<input type="radio"/>	No	
<input checked="" type="radio"/>	Yes	Total Fringe benefits
		511,167
		520,378
Materials/services expenses		
One-time purchases of <u>books, serial back-files</u> , and other materials		467
		2,349
<u>Ongoing commitments to subscriptions</u>		568,893
		562,767
All other materials/services costs		183,416
		158,260
Total materials/services expenses		752,776
		723,376
Operations and maintenance expenses		
<u>Preservation services</u>		0
		0
All other operations and maintenance expenses		79,438
		61,909
Total operations and maintenance expenses		79,438
		61,909
Total Expenses		2,251,711
		2,215,260
Total Expenses (minus Fringe Benefits)		1,740,544
		1,694,882

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

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:			
<input type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact
<input type="radio"/>	Finance Contact	<input checked="" type="radio"/>	Academic Library Contact
<input type="radio"/>		<input type="radio"/>	HR Contact
<input type="radio"/>		<input type="radio"/>	Other
Name:	<input type="text" value="Megan Lowe"/>		
Email:	<input type="text" value="loweme@nsula.edu"/>		

How many staff from your institution only were involved in the data collection and reporting process of this survey component?	
<input type="text" value="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	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours
Other offices	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> 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	254,460	342,523
<u>Databases</u>		116
<u>Media</u>	2,844	2,014
<u>Serials</u>	6,253	107,701
Total	263,557	452,354
Library Circulation	2,125	298,073

Interlibrary Loan Services	Total interlibrary loans and documents provided to other libraries : 353 Total interlibrary loans and documents received : 1093 Librarians : 7.00
Library Staff	Other Professional Staff : 0.00 All Other Paid Staff (Except Student Assistants) : 8.00 Student Assistants : 23.00

Expenses	Amount
Branch and independent libraries	3
Salaries and wages	908,330
Fringe benefits	511,167
Total materials/services expenses	752,776
Total operations and maintenance expenses	79,438
Total Expenses	2,251,711

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (2,844) is outside the expected range of between 5,943 and 11,037 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We receive several collections of media this year from donors.			
Screen Entry	The number entered (342,523) is outside the expected range of between 58,665 and 108,949 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	The consortium often obtains EOY monies with which it often purchases ebook collections in pursuit of AOER goals.			
Screen Entry	The number entered (2,014) is outside the expected range of between 15 and 27 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We added some e-media this year through the consortium.			
Screen Entry	The calculated value (452,354) is outside the expected range of between 96,930 and 180,012 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	The addition of many new electronic resources through the consortium enabled the increase in amounts.			
Screen Entry	The number entered (1,093) is outside the expected range of between 1,107 and 2,055 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We submitted fewer requests this year.			
Screen Entry	The number entered (6,253) is outside the expected range of between 60,088 and 111,590 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	The Serials department undertook a weeding project this past year. Several titles that were underused/unused and several titles that are no longer relevant to the curricula were removed.			
Screen Entry	The number entered (107,701) is outside the expected range of between 38,169 and 70,883 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	The consortium often receives EOY monies with which they often buy out back collections of periodical databases. This was done this past year.			