

Academic Libraries 2017-18

Institution: Lake Washington Institute of Technology (235699)

User ID: P2356991

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.

Recent changes

There are a few changes to the 2017-18 Academic Libraries component from the 2016-17 collection. Visit the [Academic Libraries Resource](#) page for a list of the changes and additional reporting resources.

Data Reporting Reminders

Report all data for fiscal year (FY) 2017. Fiscal year 2017 is defined as the most recent 12-month period that ends before October 1, 2017, 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 2017. 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**.

Screening Questions

 Were your annual total library expenses for Fiscal Year 2017:

- | | | | |
|-----------------------|---------------------|----------------------------------|------------------------------------|
| <input type="radio"/> | Less than \$100,000 | <input checked="" type="radio"/> | Greater than or equal to \$100,000 |
|-----------------------|---------------------|----------------------------------|------------------------------------|

Is the library collection entirely electronic?

- | | | | |
|----------------------------------|----|-----------------------|-----|
| <input checked="" type="radio"/> | No | <input type="radio"/> | Yes |
|----------------------------------|----|-----------------------|-----|

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 2017.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	10,186	12,359	173,806	78,683	
Databases			73	8	
Media	2,045	2,066	1,058	30,339	
Serials	58	63	0	0	
Total	12,289	14,488	174,937	109,030	187,226

Library Circulation	5,624	9,620	1	85,319	5,625
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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	3	2
Total interlibrary loans and documents received	0	2

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.

Data for collections pulled from Alma, is based on collection in April 2018. We do not have access to the data as it stood last year as we switched to a new library system. Books are decreased due to weeding project last year. Media has been updated to include following Alma categories: Visual Materials (DVDs), Music, Mixed Material, and Computer Files. For Serials (Journals in Alma), we have cut several titles in the last year, and included in this survey are issues we still have in our collection even if subscriptions have been canceled. eBooks: this is pulled from a Primo search for eBooks and includes openly licensed eBooks we promote, which explains the significant increase. Proprietary and open access databases present on our website and in Primo are included in the number of databases. e-media: this data will not be entirely accurate, and is based on a search in Primo for AV, Maps, Other, Images, with "Full Text Online" selected. e-circ: no access to this data, thus leaving 0.

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, 2017.

		Prior Year Amount
<input type="checkbox"/> Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).		1
<input checked="" type="checkbox"/> Expenses		Amount
Total <u>salaries and wages</u> for the library staff		203,856
		195,539
Are staff <u>fringe benefits</u> paid out of the library budget?		
<input type="radio"/> No		
<input checked="" type="radio"/> Yes		
Total Fringe benefits		74,652
		72,734
Materials/services expenses		
One-time purchases of <u>books, serial backfiles,</u> and other materials		8,915
<u>Ongoing commitments to subscriptions</u>		65,762
All other materials/service cost		2,004
Total materials/services expenses		76,681
		87,045
Operations and maintenance expenses		
<u>Preservation services</u>		0
All other operations and maintenance expenses		3,543
Total operations and maintenance expenses		3,543
		4,000
Total Expenses		358,732
		359,318
Total Expenses (minus Fringe Benefits)		284,080
		286,584

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.

One-time purchases are for books and movies. Subscriptions are for periodicals and databases. Other materials/service is equipment purchases. Operation expenses cover printing, office supplies, and student worker costs.

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:

<input type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact	<input type="radio"/>	HR Contact
<input type="radio"/>	Finance Contact	<input checked="" type="radio"/>	Academic Library Contact	<input type="radio"/>	Other
Name:	<input type="text" value="Greg Bem"/>				
Email:	<input type="text" value="greg.bem@lwtech.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="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	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours
Other offices	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> 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 2017.

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	10,186	173,806
Databases		73
Media	2,045	1,058
Serials	58	0
Total Collection	12,289	174,937
Total Circulation	5,624	1

Expenses	Amount
Salaries and wages	\$203,856
Fringe benefits	\$74,652
Materials/services expenses	\$76,681
Operations and maintenance expenses	\$3,543
Total expenses	\$358,732

Academic Libraries

Lake Washington Institute of Technology (235699)

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation and Interlibrary Loan Services				
Screen Entry	The number entered (5,624) is outside the expected range of between 6,734 and 12,506 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	We believe the previous data was both higher because the collection was operating differently, as well as due to slight increase/difference in some enrollment numbers.			
Screen Entry	The number entered (173,806) is outside the expected range of between 55,079 and 102,287 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	In addition to continuing to provide subscriptions to databases that fluctuate in material number, we have also added multiple open access databases to our library system. This number affects eBooks as many of those databases include eBook access.			
Screen Entry	The number entered (73) is outside the expected range of between 6 and 10 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Our open access database integration has increased the total number databases from beyond the typical ~10 to closer to ~100.			
Screen Entry	The number entered (1,058) is outside the expected range of between 21,238 and 39,440 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	We do not have access to the previous system's data so we are using Alma's categorization system to describe media at this point, which is why this is now significantly decreased. Additionally, relatively recent reorganization work (e.g. removing some IT items from being managed by the system) has contributed to the lowering of this number too.			
Screen Entry	The calculated value (174,937) is outside the expected range of between 76,321 and 141,739 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	Overall we have seen a design system change in how we pull some of this data (based on what we have access to). We also have had significant collection changes			
Screen Entry	The number entered (1) is outside the expected range of between 59,724 and 110,914 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Please see former answer to understand the reasoning behind this error.			
Screen Entry	The number entered (3) is outside the expected range of between 2 and 2 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	This field has such small numbers that it's not anomalous to have greater or lower in small or drastic amounts relative to former years.			
Screen Entry	The number entered (0) is outside the expected range of between 2 and 2 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	See former interlibrary loan response.			
Screen Entry	You indicated that your institution has Interlibrary Loan Services but entered a value of 0 for Total interlibrary loans and documents received. Please correct your data or explain. (Error #15039)	Explanation	Yes	
Reason:	See former interlibrary loan response.			