<div style="border:1px solid;">

Academic Libraries 2017-18

</div>

Institution: Parkland College (147916)   User ID: P1479161

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**.

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Screening Questions

❓ **Were your annual total <u>library expenses</u> for Fiscal Year 2017:**			
⭕	Less than $100,000	⦿	Greater than or equal to $100,000

Is the <u>library collection</u> entirely electronic?			
⦿	No	⭕	Yes

Institution: Parkland College (147916)   User ID: P1479161

Library Collections/Circulation and Interlibrary Loan Services

<table>
<tr><td colspan="6" align="center">Section I:
For all degree-granting institutions
with library expenses >0 and/or access to a library collection</td></tr>
<tr><td colspan="6">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.</td></tr>
</table>

Library Collections	Physical	Prior Year Amount	Digital/Electronic	Prior Year Amount	Total
❓ Books	91,871	**90,929**	⚠ 6,427	**9,219**	
Databases			42	**39**	
Media	10,523	**10,449**	⚠ 31,457	**24,081**	
Serials	239	**298**	63,022	**79,770**	
Total	102,633	**101,676**	100,948	**113,109**	203,581

	Physical	Prior Year Amount	Digital/Electronic	Prior Year Amount	Total
❓ Library Circulation	18,381	**24,940**	34,563	**30,697**	52,944

Does your instituion have Interlibrary Loan Services ?

⭘	No
⦿	Yes

	Interlibrary Loan Services	Number	Prior Year Amount
	Total interlibrary loans and documents provided to other libraries	4,533	**6,164**
	Total interlibrary loans and documents received	1,359	**1,731**

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.

Institution: Parkland College (147916) User ID: P1479161

Expenses

<table>
<tr>
<td colspan="3" align="center">**Section II:**
For degree-granting institutions with
library expenses >= $100,000</td>
</tr>
<tr>
<td colspan="3">**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.</td>
</tr>
<tr>
<td></td>
<td></td>
<td align="center">**Prior Year Amount**</td>
</tr>
<tr>
<td>❓ **Indicate the number of branch and independent libraries**
 (exclude the main or central library).</td>
<td align="right">0</td>
<td align="right">**0**</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>❓ Expenses</td>
<td align="center">**Amount**</td>
<td></td>
</tr>
<tr>
<td>**Total salaries and wages** for the library staff</td>
<td align="right">706,808</td>
<td align="right">**791,520**</td>
</tr>
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<td></td>
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<tr>
<td>**Are staff fringe benefits paid out of the library budget?**</td>
<td></td>
<td></td>
</tr>
<tr>
<td>⭘ No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>◉ Yes **Total Fringe benefits** ⚠</td>
<td align="right">105,912</td>
<td align="right">**212,330**</td>
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<tr>
<td></td>
<td></td>
<td></td>
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<tr>
<td>*Materials/services expenses*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>One-time purchases of books, serial backfiles, and other materials</td>
<td align="right">80,837</td>
<td></td>
</tr>
<tr>
<td>Ongoing commitments to subscriptions</td>
<td align="right">124,009</td>
<td></td>
</tr>
<tr>
<td>All other materials/service cost</td>
<td align="right">19,933</td>
<td></td>
</tr>
<tr>
<td>**Total materials/services expenses**</td>
<td align="right">224,779</td>
<td align="right">**260,636**</td>
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<tr>
<td></td>
<td></td>
<td></td>
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<tr>
<td>*Operations and maintenance expenses*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Preservation services</td>
<td align="right">0</td>
<td></td>
</tr>
<tr>
<td>All other operations and maintenance expenses</td>
<td align="right">57,628</td>
<td></td>
</tr>
<tr>
<td>**Total operations and maintenance expenses**</td>
<td align="right">57,628</td>
<td align="right">**64,492**</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>**Total Expenses**</td>
<td align="right">1,095,127</td>
<td align="right">**1,328,978**</td>
</tr>
<tr>
<td>**Total Expenses (minus Fringe Benefits)**</td>
<td align="right">989,215</td>
<td align="right">**1,116,648**</td>
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<td></td>
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</tr>
<tr>
<td colspan="3">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.</td>
</tr>
</table>
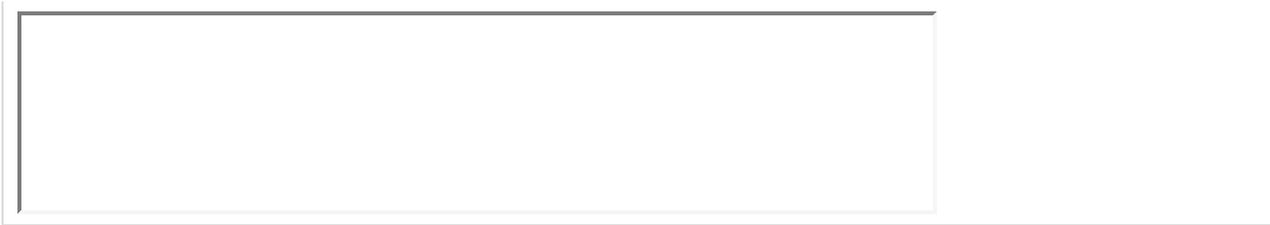
Institution: Parkland College (147916)						User ID: P1479161

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:

O	Keyholder	O	SFA Contact	O	HR Contact
O	Finance Contact	◉	Academic Library Contact	O	Other

Name:	Deb Probasco
Email:	dprobasco@parkland.edu

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

7.00	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?

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	12.00	hours		hours	1.00	hours		hours
Other offices		hours		hours		hours		hours

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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	91,871	6,427
Databases		42
Media	10,523	31,457
Serials	239	63,022
Total Collection	102,633	100,948
Total Circulation	18,381	34,563

Expenses	Amount
Salaries and wages	$706,808
Fringe benefits	$105,912
Materials/services expenses	$224,779
Operations and maintenance expenses	$57,628
Total expenses	$1,095,127

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Edit Report

Academic Libraries

Parkland College (147916)

Source	Description	Severity	Resolved	Options

Screen: Collections/Circulation and Interlibrary Loan Services

Screen Entry	The number entered (6,427) is outside the expected range of between 6,454 and 11,984 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	The difference is probably accounted for by our switch to a demand driven process. Ebooks from our DDA pool are not added to the catalog until they're purchased. We used to catalog ALL our subscription ebook titles, whether purchased or not. Those EBSCO subscription titles were removed from the catalog last year.			
Screen Entry	The number entered (31,457) is outside the expected range of between 16,857 and 31,305 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	We added a large number of Films on Demand titles, which make up the bulk of our emedia holdings. Right now, we have almost 27,000 Films on Demand titles alone, so it's not surprising we had close to that number at the end of the last fiscal year. It's also possible CARLI loaded an unusual number of Alexander Street Press titles.			

Screen: Expenses

Screen Entry	The number entered (105,912) is outside the expected range of between 169,864 and 254,796 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	The loss is due to losing two full time positions in the Library staff.			