

## Academic Libraries 2022-23

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 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) 2022. Fiscal Year 2022 is defined as the most recent 12-month period that ends before October 1, 2022, that corresponds to the institution's fiscal year.

#### Changes to reporting for 2022-23:

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 2022. 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

**i** Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2022:

- 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 2022.

Library Collections	Physical		Digital/Electronic		Total		
		Prior Year Amount		Prior Year Amount			
Books	77,680	79,772	307,023	296,344			
Databases			43	41			
Media	8,664	8,926	82,479	103,530			
Serials	120	110	82,518	71,314			
<b>Total</b>	<b>86,464</b>	<b>88,808</b>	<b>472,063</b>	<b>471,229</b>	<b>558,527</b>		
<input checked="" type="checkbox"/> Library Circulation	<input checked="" type="checkbox"/>	5,704	3,640	<input checked="" type="checkbox"/>	114,663	37,520	120,367

**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	<input checked="" type="checkbox"/>	1,120	825
Total interlibrary loans and documents received	<input checked="" type="checkbox"/>	302	125

**Does your institution have Library Staff?**

- No
- Yes

Library Staff		Number of FTEs	Prior Year Amount
Librarians		4.50	3.50
Other Professional Staff	<input checked="" type="checkbox"/>	4.00	3.00
All Other Paid Staff (Except Student Assistants)		0.50	0.50
Student Assistants		0.70	0.70
<b>Total</b>		<b>9.70</b>	<b>7.70</b>

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

## 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, 2022.

		Prior Year Amount
<b>i</b> Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).		0
<b>i</b> Expenses		<b>Amount</b>
Total <u>salaries and wages</u> for the library staff		701,547 <span style="float: right;">550,722</span>
Are staff <u>fringe benefits</u> paid out of the library budget?		
<input type="radio"/>	No	
<input checked="" type="radio"/>	Yes	Total Fringe benefits <span style="float: right;">172,394 <span style="float: right;">136,121</span></span>
<b>Materials/services expenses</b>		
One-time purchases of <u>books, serial back-files</u> , and other materials		21,643
<u>Ongoing commitments to subscriptions</u>		131,196
All other materials/services costs		32,786
<b>Total materials/services expenses</b>		<b>185,625 <span style="float: right;">199,030</span></b>
<b>Operations and maintenance expenses</b>		
<u>Preservation services</u>		0
All other operations and maintenance expenses		82,950
<b>Total operations and maintenance expenses</b>		<b>82,950 <span style="float: right;">73,976</span></b>
<b>Total Expenses</b>		<b>1,142,516 <span style="float: right;">959,849</span></b>
<b>Total Expenses (minus Fringe Benefits)</b>		<b>970,122 <span style="float: right;">823,728</span></b>

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="Deb Probasco"/>		
Email:	<input type="text" value="dprobasco@parkland.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="5.00"/> 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="6.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="7.00"/> 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 specifically for your institution through the College Navigator website and is included 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 the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the [Data Center](#) and sent to your institution's CEO in November 2023.

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](mailto:ipedshelp@rti.org).

Library Collections/Circulation	Physical Collection	Digital/Electronic Collection
Books	77,680	307,023
Databases		43
Media	8,664	82,479
Serials	120	82,518
Total Collection	86,464	472,063
Total Circulation	5,704	114,663

Expenses	Amount
Salaries and wages	\$701,547
Fringe benefits	\$172,394
Materials/services expenses	\$185,625
Operations and maintenance expenses	\$82,950
Total expenses	\$1,142,516

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
<b>Screen: Collections/Circulation/Interlibrary Loan Services and Staff</b>				
Screen Entry	The number entered (5,704) is outside the expected range of between 2,548 and 4,732 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Student enrollment has increased so circulation has increased accordingly.			
Screen Entry	The number entered (114,663) is outside the expected range of between 26,264 and 48,776 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Increased enrollment compared to the last 2 years contributes to the increased usage numbers. Also, the last librarian reporting this information was new to the position and may not have had the same access to statistics that I do (now reporting librarian).			
Screen Entry	The number entered (1,120) is outside the expected range of between 578 and 1,072 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	With pandemic restrictions being lifted, inter-library loans have increased and are trending upward to pre-pandemic numbers.			
Screen Entry	The number entered (302) is outside the expected range of between 88 and 162 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Loans are trending upwards to pre-pandemic numbers now that all services are open and available to patrons.			
Screen Entry	The Other Professional Staff(4.00) is outside the expected range compared to Other Professional Staff reported in the prior year(3.00). Please correct your data or explain. (Error #15813)	Explanation	Yes	
Reason	We had a staffing reorganization and hired/became responsible to additional staff in our department.			
<b>Screen: Expenses</b>				
Screen Entry	The number entered (701,547) is outside the expected range of between 440,578 and 660,866 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We had a staffing reorganization and hired/became responsible to additional staff in our department.			
Screen Entry	The number entered (172,394) is outside the expected range of between 108,897 and 163,345 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We had a staffing reorganization and hired/became responsible to additional staff in our department.			