

FORM **IPEDS-L**
(6-1-94)U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
ACTING AS COLLECTING AGENT FOR THE
U.S. DEPARTMENT OF EDUCATION
NATIONAL CENTER FOR EDUCATION STATISTICS**INTEGRATED POSTSECONDARY
EDUCATION DATA SYSTEM****ACADEMIC LIBRARIES SURVEY
1994****NOTE** - The completion of this survey, in a timely and accurate manner, is **MANDATORY** for all institutions which participate or are applicants for participation in any Federal financial assistance program authorized by Title IV of the Higher Education Act of 1965, as amended. The completion of this survey is mandated by 20 U.S.C. 1094(a)(17).

For those institutions not required to complete this survey on the basis of the above requirements, the completion of this survey is voluntary and authorized by 20 U.S.C. 1221e-1.

Public reporting burden for this collection of information is estimated to average 1.0 hour per response but may range from 30 minutes to 2.5 hours depending on whether the information is readily accessible to machine readable files. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, Information Management and Compliance Division, Washington, DC 20202-4651, and to the Office of Management and Budget, Paperwork Reduction Project 1850-0582, Washington, DC 20503.



139463-12

DALTON COLLEGE
213 N COLLEGE DR
DALTON, GA 30720

Please read the accompanying instructions before completing this survey form. Report data ONLY for the institution in the address label. If data for any other institutions or branch campuses are included in this report because they CANNOT be reported separately, please provide a list of these schools.

Please correct any errors in the name, address, and ZIP Code.

If there are any questions about this form, contact a Bureau of the Census IPEDS representative at (800) 451-6236.

RETURN TOLARRY G. JONES
INSTITUTE OF HIGHER EDUCATION
THE UNIVERSITY OF GEORGIA
CANDLER HALL
ATHENS, GA 30602-1772
(706)542-0573**Date due: November 15, 1994****1. Name of respondent**

Marilyn S. Lary

2. Title of respondent

Head Librarian

3. Telephone (Area code, number, ext.)

706 272-4527

Does your institution have its own library as defined in Part A of the instructions? Yes No — Please return this blank survey to the address shown above.**PURPOSE OF THE SURVEY**

The National Center for Education Statistics (NCES) collects these data periodically to obtain and report a comprehensive picture on the status of collections, transactions, staff, service per typical week, and library operating expenditures in postsecondary institutions. The survey is being conducted in compliance with the Center's mission "to collect, and analyze, and disseminate statistics and other data related to education in the United States . . ." (20 U.S.C. 1221e-1, General Education Provisions Act, Sec. 406(b), as amended.)

USES OF DATA

Collection of these data over time will enable the nation to plan effectively for the development and use of postsecondary education library resources. Congress uses the data to assess the need for revisions of existing legislation concerning libraries and the allocation of Federal funds. Federal agencies need the data to evaluate and administer library programs. State education agencies and college librarians and administrators use the data for regional and national comparisons of library resources to plan for the effective use of funds. Finally, library associations and researchers use the survey results to determine the status of library operations and the profession.

The definitions and instructions for compiling IPEDS data have been designed to minimize comparability problems. However, postsecondary education institutions differ widely among themselves. As a result of these differences, comparisons of data provided by individual institutions may be misleading.

Part A — NUMBER OF PUBLIC SERVICE OUTLETS, FISCAL YEAR 1994

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Line No.	Item	Number
01	Branch and independent libraries — <i>Exclude main or central library.</i>	0

Part B — LIBRARY STAFF, FALL 1994
(Exclude maintenance and custodial staff.)

NOTE: Report data to two decimals.

Line No.	Staff	Number of FTE*
02	Librarians and other professional staff	4.00
03	All other paid staff (except student assistants)	7.00
04	Contributed services staff	0
05	Student assistants from all funding sources	1.75
06	Total FTE staff — <i>(Sum of lines 2 through 5)*</i>	12.75

*FTE = Full-time equivalent

Part C — LIBRARY OPERATING EXPENDITURES, FISCAL YEAR 1994

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NOTE: Do not report the same expenditures more than once.

Line No.	Category	Amount (Whole dollars only)
07	Salaries and wages — <i>Exclude employee fringe benefits.</i> Librarians and other professional staff	\$ 124,007.00
08	All other paid staff (except student assistants)	80,307.00
09	Student assistants	5,604.00
10	Information resources Books, serial backfiles, and other print materials — <i>Exclude current serials and all microforms.</i>	30,202.00
11	Current serials — <i>Exclude microforms, audiovisual materials, and machine-readable materials.</i>	30,739.00
12	Microforms — <i>include current serials.</i>	28,384.00
13	Audiovisual materials — <i>Include current serials.</i>	10,929.00
14	Computer files and search services — <i>Include current serials.</i>	9,766.00
15	Document delivery/Interlibrary loan	621.00
16	Other	3,319.00
17	Preservation	204.00
18	Furniture and equipment — <i>Exclude computer equipment.</i>	11,214.00
19	Computer hardware and software — <i>Include maintenance.</i>	30,402.00
20	Bibliographic utilities, networks, and consortia	1,122.00
21	All other operating expenditures	32,653.00
22	Total operating expenditures (Sum of lines 7 through 21)	\$ 399,473.00
23	Employee fringe benefits (if paid from the library budget)	\$ 67,025.00

Part D — LIBRARY COLLECTIONS, FISCAL YEAR 1994

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Line No.	Category	Total number —	
		Added during fiscal year (1)	Held at end of fiscal year (2)
24	Books, serial backfiles, and government documents that are accessible through the library's catalog — <i>Include bound periodicals and newspapers and exclude microforms.</i> Volumes	1267	137,157
25	Titles	1044	129,644
26	Government documents — <i>Include government documents that are not reported elsewhere.</i> Units	1346	54,059
27	Titles	905	40,420
28	Current serials — <i>Include periodicals, newspapers, and government documents.</i> Total number of paid and unpaid subscriptions	33	414
29	Titles (number of unique titles)	33	414
30	Microforms Units	5141	230,028
31	Titles	1025	10,722
32	Manuscripts and archives — Linear feet	2	207
33	Cartographic materials — Units	93	1027
34	Graphic materials — Units	528	82,180
35	Sound recordings Units	6	4,033
36	Titles	1	3,937
37	Film and video materials Units	113	1,637
38	Titles	86	1,574
39	Computer files Units	35	76
40	Titles	16	59
41	Other library materials — Units	6	1,066

Part E — LIBRARY SERVICES, FISCAL YEAR 1994

Line No.	Category	Number
	Circulation transactions	
42	General collection	20,162
43	Reserve collection	3,597
	Document delivery/Interlibrary loan	
44	Provided to other libraries	71
45	Received from other libraries or commercial services	362
	Information service to groups	
46	Number of presentations	53
47	Number of persons served in presentations	993

Part F — LIBRARY SERVICES, TYPICAL WEEK, FALL 1994

Line No.	Category	Number
48	Public service hours	70.5
49	Gate count	2,347
50	Reference transactions — <i>Include computer searching.</i>	128