

Institution: Dalton State College (139463)
User ID: P1394631

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.

Changes to reporting for 2019-20

There are no changes to this survey component.

For 2020-21 changes, please review the preview screens available on the [Survey Materials](#) page.

Data Reporting Reminders

Report all data for fiscal year (FY) 2019. Fiscal Year 2019 is defined as the most recent 12-month period that ends before October 1, 2019, 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 2019. 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](#)

Visit the [Academic Libraries Resource](#) page for additional reporting resources.

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 2019:

Less than \$100,000

Greater than or equal to \$100,000

Is the library collection entirely electronic?

No

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 2019.**

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	138,923	143,900	532,935	422,135	
Databases			284	284	
Media	6,032	8,938	15,500	15,500	
Serials	4	10	2,127	2,127	
Total	144,959	152,848	550,846	440,046	695,805
Library Circulation	8,036	8,860	66,672	14,131	74,708

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	497	404
Total interlibrary loans and documents received	755	287

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.

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, 2019.		
		Prior Year Amount
? Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).	1	1
? Expenses	Amount	
Total salaries and wages for the library staff	372,736	370,811
Are staff fringe benefits paid out of the library budget?		
<input type="radio"/> No		
<input checked="" type="radio"/> Yes	Total Fringe benefits	169,368
	166,464	
Materials/services expenses		
One-time purchases of <u>books</u> , <u>serial back-files</u> , and other materials	19,327	
Ongoing commitments to subscriptions	99,864	
All other materials/services costs	2,500	
Total materials/services expenses	121,691	108,906
Operations and maintenance expenses		
Preservation services	0	
All other operations and maintenance expenses	10,775	
Total operations and maintenance expenses	10,775	10,586
Total Expenses	671,666	659,671
Total Expenses (minus Fringe Benefits)	505,202	490,303

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](#).

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: Melissa Whitesell		
Email: mwhitesell@daltonstate.edu		

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

1.00	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	3.00 hours	hours	0.50 hours	hours
Other offices	hours	hours	hours	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 2019.

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	138,923	532,935
Databases		284
Media	6,032	15,500
Serials	4	2,127
Total Collection	144,959	550,846
Total Circulation	8,036	66,672

Expenses	Amount
Salaries and wages	\$372,736
Fringe benefits	\$166,464
Materials/services expenses	\$121,691
Operations and maintenance expenses	\$10,775
Total expenses	\$671,666

Academic Libraries

Dalton State College (139463)

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation and Interlibrary Loan Services				
Screen Entry	The number entered (6,032) is outside the expected range of between 6,257 and 11,619 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	We withdrew VHS tapes from our collection since faculty and students are no longer using this format and the equipment in classrooms is no longer being maintained.			
Screen Entry	The number entered (66,672) is outside the expected range of between 9,892 and 18,370 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Due to the addition of a new ebook collection purchased through the GALILEO consortium, we had a dramatic increase in usage of ebooks by students, faculty and staff.			
Screen Entry	The number entered (755) is outside the expected range of between 201 and 373 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	With an increased emphasis placed on undergraduate research at our institution as well as more capstone courses, the number of ILL items requested by students increased over the past year.			
Screen Entry	The number entered (4) is outside the expected range of between 7 and 13 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Due to limited budget and the fact that an overlap analysis was completed and faculty consulted, we cancelled 6 print titles that were available full text in our online databases.			