

IPEDS 2020-21 Data Collection System

IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org
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User ID: P2208621

Academic Libraries 2020-21

Institution: University of Memphis (220862)

User ID: P2208621

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. For example, if a summer term began later than usual due to Coronavirus Pandemic postponements, continue to report using the timeframes as defined in the IPEDS instructions. NCES expects that some data reported during the 2020-21 data collection year will vary from established prior trends due to the impacts of Coronavirus Pandemic. If an error edit is triggered even when submitting accurate data, please indicate in the corresponding context box or verbally to the Help Desk that the seemingly inconsistent data are accurate and reflect the effects of Coronavirus Pandemic.
- Report all data for fiscal year (FY) 2020. Fiscal Year 2020 is defined as the most recent 12-month period that ends before October 1, 2020, that corresponds to the institution's fiscal year.

Changes to reporting for 2020-21:

- Added detailed collection of Library Staff by FTE
- Changed e-serial definition
- Addition of digital/electronic serials in digital/electronic circulation

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 2020. 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**.

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Screening Questions

Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2020:

- ☐ 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 2020.

<u>Library Collections</u>	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	983,647	900,408	513,473	458,374	
<u>Databases</u>			395	398	
<u>Media</u>	334,209	300,641	8,218	7,967	
<u>Serials</u>	15,176	15,305	179,230	243,557	
Total	1,333,032	1,216,354	701,316	710,296	2,034,348

Library Circulation	13,834	17,864	<input checked="" type="checkbox"/>	590,809	120,753	604,643
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Does your institution have Interlibrary Loan Services ?

- ☐ No
☒ Yes

<u>Interlibrary Loan Services</u>	Number	Prior Year Amount
Total interlibrary loans and documents provided to other libraries	8,354	11,601
Total interlibrary loans and documents received	12,058	15,193

Does your institution have Library Staff?

- ☐ No
☒ Yes

Library Staff	Number of FTEs
Librarians	18.00
Other Professional Staff	51.00
All Other Paid Staff (Except Student Assistants)	3.00
Student Assistants	4.50
Total	76.50

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

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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, 2020.

		Prior Year Amount
i Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).	<input type="text" value="3"/>	3

i Expenses	Amount	
Total <u>salaries and wages</u> for the library staff	<input type="text" value="3,609,617"/>	3,479,585

Are staff <u>fringe benefits</u> paid out of the library budget?		
<input checked="" type="radio"/>	No	
<input type="radio"/>	Yes	Total Fringe benefits <input type="text" value="0"/>

Materials/services expenses

One-time purchases of <u>books</u> , <u>serial back-files</u> , and other materials	<input type="text" value="252,338"/>	
<u>Ongoing commitments to subscriptions</u>	<input type="text" value="3,996,670"/>	
All other materials/services costs	<input type="text" value="10,739"/>	
Total materials/services expenses	4,259,747	4,406,694

Operations and maintenance expenses

<u>Preservation services</u>	<input type="text" value="13,865"/>	
All other operations and maintenance expenses	<input type="text" value="515,624"/>	
Total operations and maintenance expenses	529,489	532,835

Total Expenses	8,398,853	8,419,114
Total Expenses (minus Fringe Benefits)	8,398,853	8,419,114

You may use the space below to provide context for the data you've reported above.

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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 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 2020.

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	983,647	513,473
Databases		395
Media	334,209	8,218
Serials	15,176	179,230
Total Collection	1,333,032	701,316
Total Circulation	13,834	590,809

Expenses	Amount
Salaries and wages	\$3,609,617
Fringe benefits	N/A
Materials/services expenses	\$4,259,747
Operations and maintenance expenses	\$529,489
Total expenses	\$8,398,853