

Academic Libraries 2016-17

Institution: Merritt College (118772)
User ID: 88G364B

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 2016-17 Academic Libraries component from the 2015-16 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) 2016. Fiscal year 2016 is defined as the most recent 12-month period that ends before October 1, 2016, 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 2016. 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](#)
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 2016:

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

**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 2016.**

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	45,440		15,428	15,438	
Databases			81	86	
Media	0	24	0	0	
Serials	93		0		
Total	45,533		15,509		61,042
Library Circulation	9,413		3,661	3,939	13,074

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		0
Total interlibrary loans and documents received		0

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, 2016.		
		Prior Year Amount
? Indicate the number of branch and independent libraries (exclude the main or central library).	0	0
? Expenses	Amount	
Total salaries and wages for the library staff	464,848	428,718
Are staff fringe benefits paid out of the library budget?		
<input type="radio"/> No		
<input checked="" type="radio"/> Yes	Total Fringe benefits	190,576
Materials/services expenses		
One-time purchases of <u>books</u> , <u>serial backfiles</u> , and other materials	18,234	
Ongoing commitments to subscriptions	46,534	
All other materials/service cost	0	
Total materials/services expenses	64,768	116,765
Operations and maintenance expenses		
Preservation services	0	
All other operations and maintenance expenses	14,985	
Total operations and maintenance expenses	14,985	24,777
Total Expenses	732,208	760,836
Total Expenses (minus Fringe Benefits)	544,601	570,260

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](#).

The Library lost its budget/purchasing coordinator in January 2016 due to resignation, resulting in a lull in acquisitions and payment of services. This accounts for the lower figures compared to 2014-2015.

Prepared by

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: Nghiem Thai
Email: nthai@peralta.edu

How long did it take to prepare this survey component?	hours	30 minutes
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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.

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 2016.

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	45,440	15,428
Databases		81
Media	0	0
Serials	93	0
Total Collection	45,533	15,509
Total Circulation	9,413	3,661

Expenses	Amount
Salaries and wages	\$464,848
Fringe benefits	\$187,607
Materials/services expenses	\$64,768
Operations and maintenance expenses	\$14,985
Total expenses	\$732,208

Academic Libraries

Merritt College (118772)

Source	Description	Severity	Resolved	Options
Screen: Expenses				
Screen Entry	The calculated value (64,768) is outside the expected range of between 87,574 and 145,956 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	The Library lost its budget/purchasing coordinator in January 2016 due to resignation, resulting in a lull in acquisitions and payment of services. This accounts for the lower figures compared to 2014-2015.			
Screen Entry	The calculated value (14,985) is outside the expected range of between 16,106 and 33,448 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	The Library lost its budget/purchasing coordinator in January 2016 due to resignation, resulting in a lull in acquisitions and payment of services. This accounts for the lower figures compared to 2014-2015.			