

## Academic Libraries 2017-18

Institution: West Virginia University Institute of Technology (237950)

User ID: 88G4404

### 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 2017-18 Academic Libraries component from the 2016-17 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) 2017. Fiscal year 2017 is defined as the most recent 12-month period that ends before October 1, 2017, 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 2017. 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**

 Were your annual total library expenses for Fiscal Year 2017:

- |                       |                     |                                  |                                    |
|-----------------------|---------------------|----------------------------------|------------------------------------|
| <input type="radio"/> | Less than \$100,000 | <input checked="" type="radio"/> | Greater than or equal to \$100,000 |
|-----------------------|---------------------|----------------------------------|------------------------------------|

Is the library collection entirely electronic?

- |                                  |    |                       |     |
|----------------------------------|----|-----------------------|-----|
| <input checked="" type="radio"/> | No | <input type="radio"/> | 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 2017.**

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	94,235	118,246	432,918	477,603	
Databases			893	899	
Media	2,602	430,909	136,945	74,409	
Serials	6,007	1,220	70,558	96,760	
<b>Total</b>	102,844	550,375	641,314	649,671	744,158
<b>Library Circulation</b>	3,413	4,792	858,912	1,167,122	862,325

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	343	35
Total interlibrary loans and documents received	26	153

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](#).

West Virginia University of Technology transitioned from Montgomery to Beckley during the 20016-17 year, experiencing a change in all collections.

**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, 2017.

		Prior Year Amount
<input type="checkbox"/> Indicate the number of <b>branch and independent libraries</b> (exclude the main or central library).		0
<input checked="" type="checkbox"/> Expenses		
<b>Total salaries and wages</b> for the library staff		303,752 <b>259,728</b>
<b>Are staff fringe benefits paid out of the library budget?</b>		
<input type="radio"/> No		
<input checked="" type="radio"/> Yes		
<b>Total Fringe benefits</b>		69,064 <b>72,302</b>
<b>Materials/services expenses</b>		
One-time purchases of <u>books, serial backfiles</u> , and other materials		7,515
<u>Ongoing commitments to subscriptions</u>		3,759
All other materials/service cost		0
<b>Total materials/services expenses</b>		11,274 <b>21,598</b>
<b>Operations and maintenance expenses</b>		
<u>Preservation services</u>		0
All other operations and maintenance expenses		2,549
<b>Total operations and maintenance expenses</b>		2,549 <b>7,420</b>
<b>Total Expenses</b>		386,639 <b>361,048</b>
<b>Total Expenses (minus Fringe Benefits)</b>		317,575 <b>288,746</b>

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](#).

Temporary employee salaries were included in the total salaries & wages: \$42,047 for FY 2016-17. We experienced an increase in student employment due to the preparation for the transition to Beckley.

Explanation for decrease in materials: due to a low book/monographs budget we did not purchase as many, but relied on professor copies for reserves.

Operations & Maintenance : When WVU decided to migrate to WMS from Voyager, WVU paid for our WMS tools. This reduced the expenses for operations & maintenance for FY2017.

Increase in Salaries & Wages: We experienced an increase in student employment due to the preparation for the transition to Beckley.

**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:	<input type="text" value="Deborah Wilson"/>				
Email:	<input type="text" value="Debbie.Wilson@mail.wvu.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="2.00"/>	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?**

*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	<input type="text" value="2.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="0.00"/> hours
Other offices	<input type="text" value="4.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> 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 2017.

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	94,235	432,918
Databases		893
Media	2,602	136,945
Serials	6,007	70,558
Total Collection	102,844	641,314
Total Circulation	3,413	858,912

Expenses	Amount
Salaries and wages	\$303,752
Fringe benefits	\$69,064
Materials/services expenses	\$11,274
Operations and maintenance expenses	\$2,549
Total expenses	\$386,639

## Academic Libraries

## West Virginia University Institute of Technology (237950)

Source	Description	Severity	Resolved	Options
<b>Screen: Collections/Circulation and Interlibrary Loan Services</b>				
Screen Entry	The number entered (2,602) is outside the expected range of between 301,637 and 560,181 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Due to a low book/ monographs budget we did not purchase as many, but relied on professor copies for reserves.			
Screen Entry	The calculated value (102,844) is outside the expected range of between 385,263 and 715,487 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	Due to a low book/ monographs budget we did not purchase as many, but relied on professor copies for reserves.			
Screen Entry	The number entered (136,945) is outside the expected range of between 52,087 and 96,731 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	West Virginia University of Technology transitioned from Montgomery to Beckley during the 20016-17 year, experiencing a change in all collections.			
Screen Entry	The number entered (6,007) is outside the expected range of between 854 and 1,586 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Due to a low book/ monographs budget we did not purchase as many, but relied on professor copies for reserves.			
Screen Entry	The number entered (343) is outside the expected range of between 25 and 45 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Due to a low book/ monographs budget we did not purchase as many, but relied on professor copies for reserves.			
Screen Entry	The number entered (26) is outside the expected range of between 108 and 198 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Due to a low book/ monographs budget we did not purchase as many, but relied on professor copies for reserves.			
<b>Screen: Expenses</b>				
Screen Entry	The calculated value (2,549) is outside the expected range of between 4,823 and 10,017 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	When WVU decided to migrate to WMS from Voyager, WVU paid for our WMS tools. This reduced the expenses for operations & maintenance for FY2017.			
Screen Entry	The calculated value (11,274) is outside the expected range of between 16,199 and 26,997 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	West Virginia University of Technology transitioned from Montgomery to Beckley during the 20016-17 year, experiencing a change in all collections.			