IPEDS **2024-25 Data Collection System**

Academic Libraries 2024-25

Institution: University of Colorado Colorado Springs (126580)   User ID: P1265801

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.

- Report all data for fiscal year (FY) 2024. Fiscal Year 2024 is defined as the most recent 12-month period that ends before October 1, 2024, that corresponds to the institution's fiscal year.

Changes to reporting:

No changes for the 2024-25 data collection period.

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 2024. 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**.

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Screening Questions

ℹ️ **Were your annual total <u>library expenses</u> (including staff salaries and wages) for Fiscal Year 2024:**

○   Less than $100,000   ⦿   Greater than or equal to $100,000

Is the <u>library collection</u> entirely electronic?

⦿   No   ○   Yes

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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 2024.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	328,911	326,748	831,002	805,090	
Databases			242	273	
Media	☑ 5,187	8,634	181,368	172,711	
Serials	207	237	224,120	227,368	
Total	**334,305**	**335,619**	**1,236,732**	**1,205,442**	**1,571,037**

ⓘ Library Circulation	23,953	32,634	418,128	448,477	**442,081**

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	☑ 1,667	7,435
Total interlibrary loans and documents received	☑ 1,436	3,268

Does your institution have Library Staff?

○ No
● Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	14.00	14.00
Other Professional Staff	3.00	3.00
All Other Paid Staff (Except Student Assistants)	10.00	10.00
Student Assistants	8.50	8.25
Total	**35.50**	**35.25**

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, 2024.

		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	1,816,175	1,693,122

Are staff fringe benefits paid out of the library budget?			
☑⦿	No		
○	Yes	**Total Fringe benefits**		652,937

Materials/services expenses

	Amount	Prior Year Amount
One-time purchases of books, serial back-files, and other materials	119,113	110,083
Ongoing commitments to subscriptions	1,745,825	1,726,872
All other materials/services costs	2,828	3,614
Total materials/services expenses	**1,867,766**	1,840,569

Operations and maintenance expenses

	Amount	Prior Year Amount
Preservation services	15,000	5,492
All other operations and maintenance expenses	253,805	284,667
Total operations and maintenance expenses	**268,805**	290,159

	Amount	Prior Year Amount
Total Expenses	**3,952,746**	4,476,787
Total Expenses (minus Fringe Benefits)	**3,952,746**	3,823,850

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

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Prepared by

Prepared by

Reporting Reminders:
- 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:					
○	Keyholder	○	SFA Contact	○	HR Contact
○	Finance Contact	●	Academic Library Contact	○	Other
Name:	Tabatha Farney				
Email:	tfarney@uccs.edu				

How many staff from your institution only were involved in the data collection and reporting process of this survey component?
4.00   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	10.00 hours	2.00 hours	1.00 hours	1.00 hours
Other offices	6.00 hours	0.00 hours	0.00 hours	0.00 hours

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Summary

Academic Libraries Component Summary

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 institution's Data Feedback Report (DFR). In addition, all data reported in IPEDS survey components become publicly available through the IPEDS Use the Data and appear as aggregated statistics in various Department of Education reports. College Navigator is updated approximately three months after the data collection period closes and DFRs will be available through the IPEDS Use the Data and sent to your institution's CEO at the end of 2025.

Please review your data for accuracy. If you have questions about the data displayed below or 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	Digital/Electronic
Books	328,911	831,002
Databases		242
Media	5,187	181,368
Serials	207	224,120
Total	334,305	1,236,732
Library Circulation	23,953	418,128

Interlibrary Loan Services	Total interlibrary loans and documents provided to other libraries : 1667 Total interlibrary loans and documents received : 1436
Library Staff	Librarians : 14.00 Other Professional Staff : 3.00 All Other Paid Staff (Except Student Assistants) : 10.00 Student Assistants : 8.50

Expenses	Amount
Branch and independent libraries	0
Salaries and wages	1,816,175
Fringe benefits	
Total materials/services expenses	1,867,766
Total operations and maintenance expenses	268,805
Total Expenses	3,952,746

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Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Global Edits				
Perform Edits	You indicated that your institution has Library Staff in the Academic Libraries Component but entered 0 for Total Librarian Media and Collection Specialist 25-4020 in the Human Resources Component. Please correct your data or explain. (Error #15808)	Explanation	Yes	
Reason	Our Library Technicians fall into an Occupational Category that aligns with "Student and Academic Affairs and Other Education Services Occupations". They do work within our Academic Library on staff, so they are counted on the AL survey, but in the HR survey they are counted in a different grouping due to their SOC codes.			
Screen: Library Collections/Circulation, Interlibrary Loan Services, and Library Staff				
Screen Entry	The number entered (5,187) is outside the expected range of between 6,044 and 11,224 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We are slowly removing older or outdated media to keep the collection relevant and recent. This number reflects our process in weeding these older materials.			
Screen Entry	The number entered (1,667) is outside the expected range of between 5,205 and 9,665 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We are significantly down in processing interlibrary loan requests due to temporarily having no interlibrary staff person in during part of this fiscal year.			
Screen Entry	The number entered (1,436) is outside the expected range of between 2,288 and 4,248 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	We are significantly down in processing interlibrary loan requests due to temporarily having no interlibrary staff person in during part of this fiscal year.			
Screen: Expenses				
Screen Entry	Your response to whether staff fringe benefits are paid out of the library budget is expected to be the same as your response in the prior year Academic Libraries survey. Please correct your data or explain. (Error #15014)	Explanation	Yes	
Reason	Fringe benefits were not allocated to the Kraemer Family Library during this fiscal year.			