

Academic Libraries 2017-18

Institution: University of Washington-Bothell Campus (377555)

User ID: 88G2561

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**.

Parent child allocation factors

The **Academic Libraries survey** report submitted under this UnitID is a combined report that includes data for all the locations listed below. Because this is a combined report, you must provide allocation factors that indicate how the data should be distributed among all included institutions. Allocation factors are percentages. The allocation factors you provide will be used to allocate reported data to each component location and create derived variables for the **IPEDS Data Feedback Reports**.


Enter allocation factors in the spaces provided; use whole numbers only. Percentages must add to 100%. You may not leave any cell blank. You will not be able to lock your data if this section is not completed.

UnitID	Name of Institution	City, State	Allocation factor	2016-17 Allocation factor
377555	University of Washington-Bothell Campus	Bothell, WA	<input type="text" value="77"/> %	77
439190	Cascadia College	Bothell, WA	<input type="text" value="23"/> %	23
		Total:	<input type="text" value="100"/> %	

If this list of institutions is not complete, or is incorrect in any way, or if you would like to report data for each component institution instead of submitting a combined report, or if you have any questions or concerns, please call the Help Desk at **1-877-225-2568**.

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

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	120,664	118,445	1,062,995	977,481	
Databases			246	209	
Media	11,162	10,948	149,516	128,181	
Serials	1,210	0	181,162	0	
Total	133,036	129,393	1,393,919	1,105,871	1,526,955

Library Circulation	19,236	21,996	198,575	211,282	217,811
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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	1
Total interlibrary loans and documents received	1	1

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](#).

Digital/electronic serials count covers UW Seattle, UW Bothell and UW Tacoma as all campuses have access.

Interlibrary loan services are provided by University of Washington Seattle and the number is not broken out separately for UW Seattle, UW Bothell and UW Tacoma. The count of 1 is to avoid the "fatal error".

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 <u>branch and independent libraries</u> (exclude the main or central library).	<input type="text" value="0"/>	0

Expenses	Amount	
Total <u>salaries and wages</u> for the library staff	<input type="text" value="2,144,461"/>	1,924,449

Are staff fringe benefits paid out of the library budget?

<input type="radio"/> No		
<input checked="" type="radio"/> Yes	Total Fringe benefits	<input type="text" value="653,614"/> 618,673

Materials/services expenses

One-time purchases of <u>books, serial backfiles,</u> and other materials	<input type="text" value="444,973"/>	
<u>Ongoing commitments to subscriptions</u>	<input type="text" value="378,393"/>	
All other materials/service cost	<input type="text" value="0"/>	
Total materials/services expenses	<input type="text" value="823,366"/>	496,909

Operations and maintenance expenses

<u>Preservation services</u>	<input type="text" value="0"/>	
All other operations and maintenance expenses	<input type="text" value="99,744"/>	
Total operations and maintenance expenses	99,744	75,175

Total Expenses	3,721,185	3,115,206
Total Expenses (minus Fringe Benefits)	3,067,571	2,496,533

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:	<input type="text" value="Steve Hiller"/>				
Email:	<input type="text" value="hiller@u.washington.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="3.00"/>	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	<input type="text" value="1.00"/> hours	<input type="text" value="0.00"/> hours	<input type="text" value="0.50"/> hours	<input type="text" value="0.25"/> hours
Other offices	<input type="text" value="2.00"/> hours	<input type="text" value="0.00"/> hours	<input type="text" value="0.50"/> hours	<input type="text" value="0.25"/> 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.

Library Collections/Circulation	Physical Collection	Digital/Electronic Collection
Books	120,664	1,062,995
Databases		246
Media	11,162	149,516
Serials	1,210	181,162
Total Collection	133,036	1,393,919
Total Circulation	19,236	198,575

Expenses	Amount
Salaries and wages	\$2,144,461
Fringe benefits	\$653,614
Materials/services expenses	\$823,366
Operations and maintenance expenses	\$99,744
Total expenses	\$3,721,185

Academic Libraries

University of Washington-Bothell Campus (377555)

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation and Interlibrary Loan Services				
Screen Entry	The prior year value for the institution was 0. The current year value is (181,162). Please explain the difference in reporting or correct your data. (Error #15049)	Explanation	Yes	
Reason:	Count is available this year.			
Screen Entry	The prior year value for the institution was 0. The current year value is (1,210). Please explain the difference in reporting or correct your data. (Error #15049)	Explanation	Yes	
Reason:	Count is available this year.			
Screen: Expenses				
Screen Entry	The calculated value (823,366) is outside the expected range of between 372,682 and 621,136 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	Materials expenditures in the second year of the biennium are higher than the first year.			