ARL Academic Health Sciences Library Statistics 2005-06

Compiled and Edited by

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Martha Kyrillidou
The tables presented in this publication are not indicative of performance and outcomes and should not be used as measures of library quality. In comparing any individual library to ARL medians or to other ARL members, one must be careful to make such comparisons within the context of differing institutional and local goals and characteristics.
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HIGHLIGHTS
ARL ACADEMIC HEALTH SCIENCES LIBRARY STATISTICS, 2005-06

• Out of 113 ARL university libraries, 65 responded to this survey.¹

• Health Sciences libraries reported median values of 245,212 volumes held and 3,939 gross volumes added. The full-time equivalent of 2,524 staff were employed by these libraries during the year.

• Responding libraries reported total expenditures of $239,944,918.² As seen in the graph below, library materials made up the largest portion of that total, with 46.29% of aggregated expenses falling under that category.

• Health sciences libraries reported a total of $51,689,469 on electronic materials, or a median of 54.29% of their total materials budgets. This includes a total of $47,179,215 on electronic serials.

Expenditures in ARL Health Sciences Libraries, 2005-06

¹ 70 university libraries reported a Health Sciences library on the 2005-06 ARL Statistics. British Columbia, Brown, Laval, Manitoba, Missouri, Ohio, and Wayne State included Health Sciences library data with the ARL Statistics, but did not respond to this survey. Cornell and Indiana did not include a Health Sciences library on the ARL Statistics, but submitted a response to this survey.

² This figure includes Canadian universities, whose expenditures were converted to U.S. dollars at the rate of 1.16289 Can$ = 1 US$, the average monthly noon exchange rate published in the Bank of Canada Review for the period July 2005-June 2006.
## ARL Health Sciences Library Data Tables 2005-06

### Collections

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**Notes:**

- **BG+** - Includes branch campuses
- **G** - Government documents not included in serials count
- **UA/NA** - Unavailable or Not Applicable

### Raw Text Data

- **Survey Question #1:**
  - **(1)**
  - **(1.b.i)**
  - **(1.b)**
  - **(2)**
  - **(4.a)**
  - **(4.b)**
  - **(4)**
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UA/NA – Unavailable or Not Applicable
# ARL Health Sciences Library Data Tables 2005-06

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+ - See Footnotes
UA/NA - Unavailable or Not Applicable
G - Government documents not included in serials count
B - Includes branch campuses
# ARL Health Sciences Library Data Tables 2005-06

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UA/NA – Unavailable or Not Applicable
## ARL Health Sciences Library Data Tables 2005-06

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UA/NA – Unavailable or Not Applicable
### ARL Health Sciences Library Data Tables 2005-06

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- **Mean**: 164,757 1,375,043 168,420 62,643 1,708,930 23,565
- **Median**: 131,644 1,338,851 65,263 27,250 1,641,348 21,040
- **Low**: 4,379 80,435 1,202 36 107,759 2,071
- **Totals**: 10,709,201 89,377,790 8,926,254 2,067,216 111,080,461 1,413,908
- **Number of Libraries**: 65 65 53 33 65 60

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+ - See Footnotes
UA/NA – Unavailable or Not Applicable
G - Government documents not included in serials count
B - Includes branch campuses
### ARL Health Sciences Library Data Tables 2005-06

#### Expenditures

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<th>Salaries &amp; Wages: Support</th>
<th>Salaries &amp; Wages: Student Astit.</th>
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UA/NA – Unavailable or Not Applicable
## ARL Health Sciences Library Data Tables, 2005-06

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+ - See Footnotes  
UA/NA – Unavailable or Not Applicable  
B - Includes branch campuses  
G - Government documents not included in serials count

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16
# ARL Health Sciences Library Data Tables, 2005-06

## Expenditures for Electronic Resources

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**UA/NA** – Unavailable or Not Applicable
## ARL Health Sciences Library Data Tables, 2005-06

**Expenditures for Electronic Resources**

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### Summary Data

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- **Mean**: 125,285, 827,706, 891,198, 1,708,930, 50.07
- **Median**: 30,213, 744,433, 827,300, 1,641,348, 54.29
- **Low**: 468, 18,455, 18,455, 107,759, 2.34
- **Totals**: 4,510,259, 47,179,215, 51,689,469, 111,080,461
- **Number of Libraries**: 36, 57, 58, 65, 58

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+ - See Footnotes
UA/NA – Unavailable or Not Applicable
G - Government documents not included in serials count
B - Includes branch campuses

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### ARL Health Sciences Library Data Tables, 2005-06

**Expenditures for Electronic Resources**

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UA/NA – Unavailable or Not Applicable
## ARL Health Sciences Library Data Tables, 2005-06

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B - Includes branch campuses
## ARL Health Sciences Library Data Tables, 2005-06
### Personnel and Public Services

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UA/NA - Unavailable or Not Applicable

* Figures in italics are derived from a sampling method rather than an actual annual count.
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### ARL Health Sciences Library Data Tables, 2005-06

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* Did not include a Health Science Library in the ARL Statistics 2005-06
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* Did not include a Health Science Library in the ARL Statistics 2005-06
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* Did not include a Health Science Library in the ARL Statistics 2005-06
## Rank Order Table 6 – Total Electronic Materials

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<th>HSL % of Total</th>
<th>Institution</th>
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</table>

* Did not include a Health Science Library in the ARL Statistics 2005-06
**ARL STATISTICS 2005-06**  
**HEALTH SCIENCES LIBRARY WORKSHEET**

This worksheet is designed to help you plan your submission for the 2005-06 *ARL Statistics*. Include ONLY those libraries which would appear in the *ARL Academic Health Sciences Library Statistics* publication.

Please respond to all questions. If an exact figure is unavailable, use “NA/UA”. If the appropriate answer is zero or none, use “0.”

Reporting Institution__________________________________________   Date Returned to ARL __________________

Report Prepared by (name)______________________________________________________________________________

Title _______________________________________________________________________________________________

Email address ____________________________________________________   Phone number ______________________

Contact person (if different) _____________________________________________________________________________

Title _______________________________________________________________________________________________

Email address ____________________________________________________   Phone number ______________________

**PAGE ONE – VOLUMES**

1. Volumes held June 30, 2006

1a. Volumes held June 30, 2005 (1.a) ___________________

1b. Volumes added during the year

(i) Volumes added – Gross (1.b.i) ______________

(ii) Volumes withdrawn during year (1.b.ii) ______________

(Net Volumes Added: 1.b.i – 1.b.ii) (1.b) ______________

(Volumes held June 30, 2006: 1.a + 1.b) (1) ______________

2. Number of monographic volumes purchased (2) ______________

3. Basis of volume count is: (3) ________ Physical  

________ Bibliographic
SERIALS

4. Total number of current serials received, including periodicals

4a. Number of current serials purchased  (4a) _____________

4b. Number of current serials received but not purchased  (4b) _____________
(Exchanges, gifts, deposits, etc. See instructions.)

(Total serials received: 4.a + 4.b)  (4) ______________

5. Government documents are included in count of Current Serials?  (5) _____ Yes _____ No

OTHER LIBRARY MATERIALS

6. Microform units  (6) ______________

7. Government documents not counted elsewhere  (7) ______________

8. Computer files  (8) ______________

9. Manuscripts and archives (linear ft.)  (9) ______________

AUDIOVISUAL MATERIALS

10. Cartographic  (10) ______________

11. Graphic  (11) ______________

12. Audio  (12) ______________

13. Film and Video  (13) ______________
### PAGE THREE – EXPENDITURES

14. Are the below figures reported in Canadian dollars?  
   (14) _____ Yes  
   _____ No

15. Total Library Materials Expenditures

   15a. Monographs  
   (15a) ______________

   15b. Current serials, including periodicals  
   (15b) ______________

   15c. Other Library Materials  
   (15c) ______________

   15d. Miscellaneous  
   (15d) ______________

   *(Total library materials: 15.a + 15.b + 15.c + 15.d)*  
   (15) ______________

16. Contract binding  
   (16) ______________

17. Total Salaries and Wages

   17a. Professional staff  
   (17a) ______________

   17b. Support staff  
   (17b) ______________

   17c. Student assistants  
   (17c) ______________

   *(Total salaries and wages: 17.a + 17.b + 17.c)*  
   (17) ______________

18. Fringe benefits are included in expenditures for salaries and wages?  
   (18) _____ Yes  
   _____ No

19. Other operating expenditures  
   (19) ______________

20. Total library expenditures  
   *(15 + 16 + 17 + 19)*  
   (20) ______________

---

**ELECTRONIC MATERIALS EXPENDITURES**

21. Computer files *(One-time/monographic purchases.)*  
   (21) ______________

22. Electronic serials  
   (22) ______________

23. Bibliographic Utilities, Networks, and Consortia

   23a. From internal library sources  
   (23a) ______________

   23b. From external sources  
   (23b) ______________

24. Computer hardware and software  
   (24) ______________

25. Document Delivery/Interlibrary Loan  
   (25) ______________
PERSONNEL (Round figures to nearest whole number.)

26. Total Staff FTE

26a. Professional staff (26a) _____________

26b. Support staff (26b) _____________

26c. Student assistants (26c) _____________

(Total staff FTE: 26.a + 26.b + 26.c) (26) ________________

STAFFED SERVICE POINTS AND HOURS

27. Number of staffed library service points (27) ________________

28. Number of weekly public service hours (28) ________________

INSTRUCTION

29. Number of library presentations to groups (29) ________________

29a. Figure based on sampling? (29a) _____Yes _____No

30. Number of total participants in group presentations reported in line 29 (30) ________________

30a. Figure based on sampling? (30a) _____Yes _____No

REFERENCE

31. Number of reference transactions (31) ________________

31a. Figure based on sampling? (31a) _____Yes _____No
CIRCULATION

32. Number of initial circulations (excluding reserves)  (32) ___________________

33. Total circulations (initial and renewals, excluding reserves)  (33) ___________________

INTERLIBRARY LOANS

34. Total number of filled requests provided to other libraries  (34) ___________________

35. Total number of filled requests received from other libraries or providers  (35) ___________________

Ph.D. DEGREES AND FACULTY

36. Number of Ph.D.s awarded in FY2005-06  (36) ___________________

37. Number of fields in which Ph.D.s can be awarded  (37) ___________________

38. Number of full-time instructional faculty in FY2005-06  (38) ___________________

ENROLLMENT – FALL 2005
(Line numbers refer to IPEDS survey form.)

39. Full-time students, undergraduate and graduate  (39) ___________________
   (Add line 8, columns 15 & 16, and line 14, columns 15 & 16.)

40. Part-time students, undergraduate and graduate  (40) ___________________
   (Add line 22, columns 15 & 16, and line 28, columns 15 & 16.)

41. Full-time graduate students  (Line 14, columns 15 & 16.)  (41) ___________________

42. Part-time graduate students  (Line 28, columns 15 & 16.)  (42) ___________________

FOOTNOTES

On the web form, you will be able to add footnotes to individual questions, as well as footnotes that apply to your entire institution. Please provide any information which would clarify the figures submitted, e.g., the inclusion of branch campus libraries or any special projects which might cause radical increases or decreases from the 2004-05 data. The form will not be able to provide your institution’s 2004-05 footnotes. Please make an effort to word your footnotes in a manner consistent with notes appearing in the published report, so that the ARL Office can interpret your footnotes correctly.

Submit the completed questionnaire by January 30, 2007

For assistance, please e-mail Martha Kyrillidou (martha@arl.org) or Mark Young (stats-ra@arl.org)
Tel. (202) 296-2296.
General Instructions

Definitions of statistical categories can be found in NISO Z39.7-2004, Information Services and Use: Metrics & statistics for libraries and information providers--Data Dictionary (http://www.niso.org/emetrics/current/index.html). ARL has been modifying the interpretation of the standard definitions to address questions posed by the library staff at various member institutions that complete the survey and with feedback from the ARL Statistics and Assessment Committee (http://www.arl.org/stats/program/meeting.html).

Please do not use decimals. All figures should be rounded to the nearest whole number.

Please respond to every question. If an exact figure cannot be provided, use NA/UA to indicate that the figure is either unavailable or not applicable. If the appropriate answer is zero or none, use 0.

Although the form allows for data to be entered from both main and branch campuses, an effort should be made to report figures for the main campus only. (The U.S. National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS) defines a branch institution as “a campus or site of an educational institution that is not temporary, is located in a community beyond a reasonable commuting distance from its parent institution, and offers organized programs of study, not just courses.”) If figures for libraries located at branch campuses are reported, please specify which branch libraries are included and which ones are excluded in the notes below.

A branch library is defined as an auxiliary library service outlet with quarters separate from the central library of an institution, which has a basic collection of books and other materials, a regular staffing level, and an established schedule. A branch library is administered either by the central library or (as in the case of some law and medical libraries) through the administrative structure of other units within the university. Departmental study/reading rooms are not included.

The questionnaire assumes a fiscal year ending June 30, 2006. If your fiscal year is different, please indicate this in the notes below by adjusting the reporting period.

Footnotes. Explanatory footnotes will be included with the published statistics. Provide any notes you may have in the notes area at the end of the survey. Reporting libraries are urged to record there any information that would clarify the figures submitted in that line, e.g., the inclusion and exclusion of branch campus libraries. Please make an effort to word your footnotes in a manner consistent with notes appearing in the published report, so that the ARL Office can interpret your footnotes correctly.

Specific Instructions

Question 1. Volumes in Library. Use the ANSI/NISO Z39.7-2004 definition for volume as follows:

>a single physical unit of any printed, typewritten, handwritten, mimeographed, or processed work, distinguished from other units by a separate binding, encasement, portfolio, or other clear distinction, which has been cataloged, classified, and made ready for use, and which is typically the unit used to charge circulation transactions. Either a serial volume is bound, or it comprises the serial issues that would be bound together if the library bound all serials.
Include duplicates and bound volumes of periodicals. For purposes of this questionnaire, unclassified bound serials arranged in alphabetical order are considered classified. Exclude microforms, maps, nonprint materials, and uncataloged items. If any of these items cannot be excluded, please provide an explanatory footnote.

Include government document volumes that are accessible through the library’s catalogs regardless of whether they are separately shelved. “Classified” includes documents arranged by Superintendent of Documents, CODOC, or similar numbers. “Cataloged” includes documents for which records are provided by the library or downloaded from other sources into the library’s card or online catalogs. Documents should, to the extent possible, be counted as they would if they were in bound volumes (e.g., 12 issues of an annual serial would be one or two volumes). Title and piece counts should not be considered the same as volume counts. If a volume count has not been kept, it may be estimated through sampling a representative group of title records and determining the corresponding number of volumes, then extrapolating to the rest of the collection. As an alternative, an estimate may be made using the following formulae:

- 52 documents pieces per foot
- 10 “traditional” volumes per foot
- 5.2 documents pieces per volume

Include e-book units, as long as these e-books have been purchased and are owned by your library. If you have access to netLibrary titles as a result of participating in various consortia, do not report these e-books as your library's property unless the e-books actually belong to your library. If the books were purchased by a consortium, they may belong to the consortium itself and not to the participating libraries. Report only the number of e-books that belong to your library and are cataloged, classified and made ready for use. Provide a footnote explaining how many e-books you are reporting, preferably by specifying the products and the number of titles in a note.

For information on how to count items housed in remote storage, see the Interim Guidelines for Counting Materials Housed in Library Storage Centers, at http://www.arl.org/stats/arlstat/storage.html.

If either formulas or sampling are used for deriving your count, please indicate in a footnote.

**Question 1b. Volumes Added.** Include only volumes cataloged, classified, and made ready for use. Include government documents if they have been included in the count of volumes on line 1a. Do not include as part of Volumes Added Gross any government documents or other collections (such as large gift collections or e-book packages) that were added to the collection as the result of a one time download or addition to the OPAC. Include these items in Volumes Held of the previous year (Line 1a) and provide a footnote explaining the revision of Line 1a.

Include e-book units, as long as these e-books have been purchased and are owned by your library. If you have access to netLibrary titles as a result of participating in various consortia, do not report these e-books as your library's property unless the e-books actually belong to your library. If the books were purchased by a consortium, they may belong to the consortium itself and not to the participating libraries. Report only the number of e-books that belong to your library and are cataloged, classified and made ready for use. Provide a footnote explaining how many e-books you are reporting, preferably by specifying the products and the number of titles in a note.

**Question 2. Monographic Volumes Purchased.** Report number of volumes purchased; do not include volumes received or cataloged. Include all volumes for which an expenditure was made during 2005-06, including volumes paid for in advance but not received during the fiscal year. Include monographs in series and continuations. Include e-books that fit the netLibrary model, i.e., electronic manifestations of physical entities and/or units; provide a footnote explaining how many e-books you are reporting, preferably by specifying the products and the number of titles. If only number of titles purchased can be reported, please report the data and provide an explanatory footnote.

**Question 3: Basis of Volume Count.** A physical count is a piece count; a bibliographic count is a catalog record count.
Questions 4-5. Serials. Report the total number of subscriptions, not titles. Include duplicate subscriptions and, to the extent possible, all government document serials even if housed in a separate documents collection. Verify the inclusion or exclusion of document serials in Question 5. Exclude unnumbered monographic and publishers’ series. Electronic serials acquired as part of an aggregated package (e.g., Project MUSE, BioOne, ScienceDirect) should be counted by title. A serial is a publication in any medium issued in successive parts bearing numerical or chronological designations and intended to be continued indefinitely. This definition includes periodicals, newspapers, and annuals (reports, yearbooks, etc.); the journals, memoirs, proceedings, transactions, etc. of societies; and numbered monographic series.

In the case of consortial agreements, count under Q4a only those subscriptions to titles for which the library pays directly from its budgeted expenditures reported under Q15b (expenditures for serials). Count under Q4a only those titles and subscriptions for which your library pays. Report other subscriptions that your library receives and does not pay for directly under Q4b (serials received and not purchased). If a purchased subscription includes electronic access to the title, count that subscription twice: once for the print version and once for the electronic version. If serials have been purchased through a consortium whose budget is centrally funded and independent from the library's budget, these serials should be reported under Q4b.

Do not include the full-text serials from such indexing/abstracting products as Wilson Social Sciences Abstracts Full Text, Lexis-Nexis, ABI/INFORM, and other indexes with access to the full text of articles. These full-text titles are counted in in the ARL Supplementary Statistics.

Question 4b. Serials: Not Purchased. Record those serials whose subscriptions were received without purchase for whatever reason. If separate counts of nonpurchased and purchased serials are not available, report only the total number of current serials received on line 4, and report U/A for lines 4a and 4b.

Question 6. Microforms. Report the total number of physical units: reels of microfilm, microcards, and microprint and microfiche sheets. Include all government documents in microform; provide a footnote if documents are excluded.

Question 7. Government documents. Report the total number of physical units (pieces) of government documents in paper format that have not been counted elsewhere. Include local, state, national, and international documents; include documents purchased from a commercial source if shelved with separate documents collections and not counted above. Include serials and monographs. To estimate pieces from a measurement of linear feet, use the formula 1 foot = 52 pieces and indicate in a footnote that the count is based on this estimate. Exclude microforms and nonprint formats such as maps or CD-ROMs. Adjust line 1a, i.e., last year’s Volumes Held, and provide a footnote if you are adding records to the OPAC for government documents previously held but not counted as part of Volumes Held (line 1a).

Question 8. Computer files. Include the number of pieces of computer-readable disks, tapes, CD-ROMs, and similar machine-readable files comprising data or programs that are locally held as part of the library’s collections available to library clients. Examples are U.S. Census data tapes, sample research software, locally-mounted databases, and reference tools on CD-ROM, tape or disk. Exclude bibliographic records used to manage the collection (i.e., the library’s own catalog in machine-readable form), library system software, and microcomputer software used only by the library staff.

Question 9. Manuscripts and archives. Include both manuscripts and archives measured in linear feet.

Question 10. Cartographic materials. Include the numbers of pieces of two- and three-dimensional maps and globes. Include satellite and aerial photographs and images.

Question 11. Graphic materials. Include the number of pieces of prints, pictures, photographs, postcards, slides, transparencies, film strips, and the like.
Question 12. Audio materials. Include the number of pieces of audiocassettes, phonodiscs, audio compact discs, reel-to-reel tapes, and other sound recordings.

Question 13. Film and video materials. Include the number of pieces of motion pictures, videocassettes, video laser discs, and similar visual materials.

Questions 14-20. Expenditures. Report all expenditures of funds that come to the library from the regular institutional budget, and from sources such as research grants, special projects, gifts and endowments, and fees for service. (For question 17, include non-library funds; see instruction Q17.) Do not report encumbrances of funds that have not yet been expended. Canadian libraries should report expenditures in Canadian dollars. (For your information, if interested in determining figures in U.S. dollars, divide Canadian dollar amounts by 1.16289, the average monthly noon exchange rate published in the Bank of Canada Review for the period July 2005-June 2006.) Please round figures to the nearest dollar.


Question 15c. Other library materials. Include expenditures for all materials not reported in Questions 15a and 15b, e.g., backfiles of serials, charts and maps, audiovisual materials, manuscripts, etc. If expenditures for these materials are included in lines 15a and/or 15b and cannot be disaggregated, please report U/A and provide a footnote. Do not include encumbrances.

Question 15d. Miscellaneous expenditures. Include any other materials funds expenditures not included in questions 15a-c, e.g., expenditures for bibliographic utilities, literature searching, security devices, memberships for the purposes of publications, etc. Please list categories, with amounts, in a footnote. Note: If your library does not use materials funds for non-materials expenditures—i.e., such expenditures are included in “Other Operating Expenditures”—report 0, not U/A, on line 15d.

Question 16. Contract Binding. Include only contract expenditures for binding done outside the library. If all binding is done in-house, state this fact and give in-house expenditures in a footnote; do not include personnel expenditures. (This figure should also be reported in the 2005-06 ARL Preservation Survey, question 7b.)

Questions 17. Salaries and wages. Exclude fringe benefits. If professional and support staff salaries cannot be separated, enter U/A, on lines 17a and 17b and enter total staff on line 17.

Question 17c. Salaries and wages: Student Assistants. Report 100% of student wages regardless of budgetary source of funds. Include federal and local funds for work study students.


Questions 21-25. Electronic materials expenditures. These items are intended to indicate what portion of your institution’s total library expenditures are dedicated to electronic resources and services. Please use the Footnotes to indicate any electronic materials expenditures you believe not to be covered by these questions. Many expenditures recorded in these questions should have been included in Question 20, total library expenditures.

Question 21. Computer files. Report expenditures that are not current serials (i.e. are non-subscription, one-time, or monographic in nature) for software and machine-readable materials considered part of the collections. Examples include periodical backfiles, literature collections, one-time costs for JSTOR membership, etc. Expenditures reported here may be derived from any of the following categories: Monographs (Q15a), Other Library Materials (Q15c), Miscellaneous (Q15d), or Other Operating Expenditures (Q19).

Question 22. Electronic Serials. Report subscription expenditures (or those which are expected to be ongoing commitments) for serial publications whose primary format is electronic and for online searches of remote databases such as OCLC FirstSearch, DIALOG, Lexis-Nexis, etc. Examples include paid subscriptions for electronic journals and indexes/abstracts available via the Internet, CD-ROM serials, and annual access fees for resources purchased on
a “one-time” basis, such as literature collections, JSTOR membership, etc. Not all items whose expenditures are counted here will be included in Total Current Serials (Question 4) or Current Serial Expenditures (Question 15b).

Q23. Bibliographic Utilities, Networks, and Consortia. Because it is increasingly common for ARL Libraries to enter into consortial arrangements to purchase access to electronic resources, both “Library” and “External” expenditure blanks and instructions are provided. Please use a footnote to describe expenditures that you believe are not covered by the question, or situations that do not seem to fit the instructions.

Q23a. From internal library sources. Report expenditures paid by the Library for services provided by national, regional, and local bibliographic utilities, networks, and consortia, such as OCLC and RLG, unless for user database access and subscriptions, which should be reported in Questions 21 or 22. Include only expenditures that are part of Other Operating Expenditures (Q19).

Q23b. From external sources. If your library receives access to computer files, electronic serials or search services through one or more centrally-funded system or consortial arrangements for which it does not pay fully and/or directly (for example, funding is provided by the state on behalf of all members), enter the amount paid by external bodies on its behalf. If the specific dollar amount is not known, but the total student FTE for the consortium and amount spent for the academic members are known, divide the overall amount spent by your institution’s share of the total student FTE.

Q24. Computer hardware and software. Report expenditures from the library budget for computer hardware and software used to support library operations, whether purchased or leased, mainframe or microcomputer, and whether for staff or public use. Include expenditures for: maintenance; equipment used to run information service products when those expenditures can be separated from the price of the product; telecommunications infrastructure costs, such as wiring, hubs, routers, etc. Include only expenditures that are part of Other Operating Expenditures (Q19).

Q25. Document Delivery/Interlibrary Loan. Report expenditures for document delivery and interlibrary loan services (both borrowing and lending). Include fees paid for photocopies, costs of telefacsimile transmission, royalties and access fees paid to provide document delivery or interlibrary loan. Include fees paid to bibliographic utilities if the portion paid for interlibrary loan can be separately counted. Include only expenditures that are part of Miscellaneous Materials Expenditures (Q15d) or Other Operating Expenditures (Q19), and only for those ILL/DD programs with data recorded in Questions 34-35.

Questions 26. Personnel. Report the number of staff in filled positions, or positions that are only temporarily vacant. ARL defines temporarily vacant positions as positions that were vacated during the fiscal year for which ARL data were submitted, for which there is a firm intent to refill, and for which there are expenditures for salaries reported on line 17.

Include cost recovery positions and staff hired for special projects and grants, but provide an explanatory footnote indicating the number of such staff. If such staff cannot be included, provide a footnote. To compute full-time equivalents of part-time employees and student assistants, take the total number of hours per week (or year) worked by part-time employees in each category and divide it by the number of hours considered by the reporting library to be a full-time work week (or year). Round figures to the nearest whole numbers.

Question 26a. Professional Staff. Since the criteria for determining professional status vary among libraries, there is no attempt to define the term “professional.” Each library should report those staff members it considers professional, including, when appropriate, staff who are not librarians in the strict sense of the term, for example computer experts, systems analysts, or budget officers.

Question 26c. Student Assistants. Report the total FTE (see instruction Q26) of student assistants employed on an hourly basis whose wages are paid from funds under library control or from a budget other than the library’s, including federal work-study programs. Exclude maintenance and custodial staff.

Question 27. Number of staffed library service points. Count the number of staffed public service points in the main library and in all branch libraries reported in this inventory, including reference desks, information desks,
circulation, current periodicals, reserve rooms, reprographic services (if staffed as a public facility), etc. Report the number of designated locations, not the number of staff.

**Question 28. Number of weekly public service hours.** Report an unduplicated count of the total public service hours per typical full-service week (i.e., no holidays or other special accommodations) across both main library and branches using the following method (corresponds to IPEDS): If a library is open from 9:00 a.m. to 5:00 p.m. Monday through Friday, it should report 40 hours per week. If several of its branches are also open during these hours, the figure remains 40 hours per week. Should Branch A also be open one evening from 7:00 p.m. to 9:00 p.m., the total hours during which users can find service somewhere within the system becomes 42 hours per week. If Branch B is open the same hours on the same evening, the count is still 42, but if Branch B is open two hours on another evening, or remains open two hours later, the total is then 44 hours per week. **Exclude 24-hour unstaffed reserve or similar reading rooms.** The maximum total is 168 (i.e., a staffed reading room open 7 days per week, 24 hours per day).

**Questions 29-30. Instruction.** Sampling based on a typical week may be used to extrapolate TO A FULL YEAR for Questions 29 and 30. Please indicate if responses are based on sampling.

**Question 29. Presentations to Groups.** Report the total number of sessions during the year of presentations made as part of formal bibliographic instruction programs and through other planned class presentations, orientation sessions, and tours. If the library sponsors multi-session or credit courses that meet several times over the course of a semester, each session should be counted. Presentations to groups may be for either bibliographic instruction, cultural, recreational, or educational purposes. Presentations both on and off the premises should be included as long as they are sponsored by the library. Do not include meetings sponsored by other groups using library meeting rooms. Do not include training for library staff; the purpose of this question is to capture information about the services the library provides for its clientele. Please indicate if the figure is based on sampling.

**Question 30. Participants in Group Presentations.** Report the total number of participants in the presentations reported on line 29. For multi-session classes with a constant enrollment, count each person only once. Personal, one-to-one instruction in the use of sources should be counted as reference transactions on line 31. Please indicate if the figure is based on sampling. Use a footnote to describe any special situations.

**Question 31. Reference Transactions.** Report the total number of reference transactions. A reference transaction is

> an information contact that involves the knowledge, use, recommendations, interpretation, or instruction in the use of one or more information sources by a member of the library staff. The term includes information and referral service. Information sources include (a) printed and nonprinted material; (b) machine-readable databases (including computer-assisted instruction); (c) the library’s own catalogs and other holdings records; (d) other libraries and institutions through communication or referral; and (e) persons both inside and outside the library. When a staff member uses information gained from previous use of information sources to answer a question, the transaction is reported as a reference transaction even if the source is not consulted again.

If a contact includes both reference and directional services, it should be reported as one reference transaction. Duration should not be an element in determining whether a transaction is a reference transaction. **Sampling based on a typical week may be used to extrapolate TO A FULL YEAR for Question 31.** Please indicate if the figure is based on sampling.

**EXCLUDE SIMPLE DIRECTIONAL QUESTIONS.** A directional transaction is an information contact that facilitates the logistical use of the library and that does not involve the knowledge, use, recommendations, interpretation, or instruction in the use of any information sources other than those that describe the library, such as schedules, floor plans, and handbooks.
Questions 32-33. Circulation. For Question 32, count the number of initial circulations during the fiscal year from the general collection for use usually (although not always) outside the library. Do not count renewals. Include circulations to and from remote storage facilities for library users (i.e., do not include transactions reflecting transfers or stages of technical processing). Count the total number of items lent, not the number of borrowers. For Question 33, report total circulation for the fiscal year including initial transactions reported on line 32 and renewal transactions. Exclude reserve circulations; these are no longer reported.

Questions 34-35. Interlibrary Loans. Report the number of requests for material (both returnables and non-returnables) provided to other libraries on line 34 and the number of filled requests received from other libraries or providers on line 35. On both lines, include originals, photocopies, and materials sent by telefacsimile or other forms of electronic transmission. Include patron-initiated transactions. Exclude requests for materials locally owned and available on the shelves or electronically. Do not include transactions between libraries covered by this questionnaire.

Questions 36. Ph.D. Degrees. Report the number awarded during the 2004-05 fiscal year. Please note that only the number of Ph.D. degrees are to be counted. Statistics on all other advanced degrees (e.g., D.Ed., D.P.A., M.D., J.D.) should not be reported in this survey. If you are unable to provide a figure for Ph.D.s only, please add a footnote.

Question 37. Ph.D. Fields. For the purposes of this report, Ph.D. fields are defined as the specific discipline specialties enumerated in the U.S. Department of Education’s Integrated Postsecondary Education Data System (IPEDS) “Completions” Survey. Although the IPEDS form requests figures for all doctoral degrees, only fields in which Ph.D.s are awarded should be reported on the ARL questionnaire. Any exceptions should be footnoted.

Question 38. Instructional Faculty. Instructional faculty are defined by the U.S. Dept. of Education as members of the instruction/research staff who are employed full-time as defined by the institution, including faculty with released time for research and faculty on sabbatical leave.

Full-time counts generally exclude faculty who are employed to teach fewer than two semesters, three quarters, two trimesters, or two four-month sessions; replacements for faculty on sabbatical leave or leave without pay; faculty for preclinical and clinical medicine; faculty who are donating their services; faculty who are members of military organizations and paid on a different pay scale from civilian employees; academic officers, whose primary duties are administrative; and graduate students who assist in the instruction of courses. Please be sure the number reported, and the basis for counting, are consistent with those for 2004-05 (unless in previous years faculty were counted who should have been excluded according to the above definition). Please footnote any discrepancies.

Questions 39-42. Enrollment. U.S. libraries should use the Fall 2005 enrollment figures reported to the Department of Education on the Integrated Postsecondary Education Data System survey. Please check these figures against the enrollment figures reported to ARL last year to ensure consistency and accuracy. Note: In the past, the number of part-time students reported was FTE; the number now reported to IPEDS is a head count of part-time students. Canadian libraries should note that the category “graduate students” as reported here includes all post-baccalaureate students.

FOOTNOTES
Please consult the printed copy of the ARL Statistics 2004-05 for a copy of last year’s footnotes. A pdf version is available at: http://www.arl.org/stats/arlstat/. Explanatory footnotes will be included with the published statistics. Reporting libraries are urged to record in the footnote section any information that would clarify the figures submitted, e.g., the inclusion and exclusion of branch campus libraries (see the "General Instructions" for definition of branch campus libraries). Please make an effort to word your footnotes in a manner consistent with notes appearing in the published report, so that the ARL Office can interpret your footnotes correctly.

Submit the completed questionnaire by January 30, 2006.
For assistance, please e-mail Martha Kyrillidou (martha@arl.org) or Mark Young (stats-ra@arl.org)
TEL. (202) 296-2296.

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FOOTNOTES TO THE ARL ACADEMIC HEALTH SCIENCES LIBRARY STATISTICS 2005-06

Footnotes may also include errata and corrections to data not previously reported from prior years. Numbers in parentheses refer to columns in Library Data Tables and to Questionnaire numbers.

QUESTION

NUMBER  FOOTNOTE

ALABAMA

11 Decrease due to withdrawal of slide sets.
15.d Includes memberships.
19 Includes bibliographic utilities and literature searching.

ARIZONA

4a-b Unable to distinguish total serials received into purchased (4a) and non-purchased (4b).
26.a From AAHSL survey: Q31 plus Q31a.
26.b From AAHSL survey: Q32 plus Q32a plus Q33 plus Q33a.
26.c From AAHSL survey: Q34 plus Q34a.
27 Information services desk, Loan desk, Copy Technologies counter, Learning Resource Center desk.
32, 33 Does NOT include in-house use.

CALIFORNIA, DAVIS

1.b Increase due to purchases and gifts, an increased number of binding units received, and with a reduced number of withdrawals.
1.b.i One-time funding was received to augment the collections for the new Blaisdell Medical Library, to accommodate the medical school curriculum moving to the Sacramento campus. Additionally, gift collections were received to be housed in the medical library.
2 Increase due to titles purchased to augment the Blaisdell Medical Library collection, in anticipation of medical curriculum moving to the Sacramento Campus.
4.a New titles have been added from the shared electronic serials as a result of additions to CDL journal packages.
4.b Records for ceased titles were closed, and also some gift and exchange records were closed.
15 Actual expenditures for 2004-05 were $1,310,582, as there were serial prepayments recorded in fiscal year 2003-04 in the amount of $539,058 not reflected in 2004-05. In addition there was an increase of 66% for electronic continuations in 2005-06.
15.b Actual costs in 2004-05 for serials were $959,045 due to a prepayment of $539,058 in 2003-04 for materials received in 2004-05.
15.c There was a 66% increase in the cost of electronic continuations for 2005-06.
16 Increase due to journals requiring LC binding, which is more expensive.
17.a-b There was a reorganization and consolidation in the unit during this period, which is attributable for the drop in FTE.
19 Other operating expenditures have decreased as a direct result of the drop in costs for Copyright Clearance Costs of 77% from the 2004-05 year.
20 Total operating costs for the 2004-05 year were actually $2,832,131, as the prepayment for serials made in 2003-04 was not reflected in the total.
21 There was a 66% increase in the cost of electronic continuations for 2005-06.
25 There was a drop of 77% in Copyright Clearance Costs from 2004-2005.

44
**QUESTION NUMBER FOOTNOTE**

26.b There was a reorganization of the unit, due to retirements, that resulted in a consolidation of services and thus a drop in FTE.

29 There were fewer requests for instructional services during 2005-06.

32 Due to the construction in the areas around both libraries, library patrons maximized their visits to the library, thus raising the number of initial circulations.

34 The drop in lending is attributed to greater availability of resources at other libraries due to open access for electronic journals.

CALIFORNIA, IRVINE

Volumes held June 30, 2005 revised to 299,398.

4 Increase due to increased collections and from corrections to 2004-05 data.

CALIFORNIA, SAN DIEGO

Unless otherwise noted, all answers include both the UCSD Biomedical Library and the UCSD Medical Center Library.

1.b.ii Extensive weeding project because the library was returning to a space that had undergone a 2 year renovation.

2 Includes 565 e-books.

3 The print monographic volume count is physical; the e-book count is bibliographic.

4.a Includes monographic and publishers series. Includes all formats. Includes electronic databases subscribed to annually.

15.b Includes monographs and publisher series as well as all formats and electronic databases with annual subscriptions.

15.c Figure was deducted from serials. The expense is Auto Digest and Journal Citation Reports microfiche.

23.b Figure is an estimate, using the percentage of the total library budget for BML/MCL/Pharmacy x CDL (California Digital Library) support.

CASE WESTERN RESERVE

2 In addition to the number of monographic volumes purchased (211), the medical library has access to an additional 363 e-books that are reported with the Main Library’s data.

4.b 2004-05 figure included consortia e-journals that were reported in the main library statistics. 2005-06 figure includes 4,465 e-journals that are reported in the main library’s statistics.

CHICAGO

John Crerar Library is a central science library with a biomedical collection for health sciences. Many numbers are percentages as a result. Data for the ARL survey are matched as closely as possible to data compiled and reported for the Association of Academic Health Sciences Libraries’ (AAHSL) Annual Statistics of Medical School Libraries in the United States and Canada.

13 Past figures probably reflected non-health science videos.

15.b Figure includes non-biomedical content in 2005-06, leading to an increase in this figure.

15.c Database expenditures previously reported here are now included in Serials Expenditures (15b).

16 This represents a decrease in both the receipts of print copies of journal issues, and the resulting drop in binding of these issues.

17 Figure represents expenditures for all science library staff, not just health sciences-related percentages which were reported in previous years.

24 Figure was calculated as a percentage of overall library expenditures, in consultation with a library IT manager.
Better reporting was available for interlibrary loan operations than in previous years, with the more exact percentage of traffic for biomedical requests being somewhat lower than the estimated proportion used in previous years (current percentage of request is 15%).

Figures represent FTEs for all science library staff, not just health sciences-related percentages which were reported in previous years.

Increase is the result of adding a professional librarian, whose primary responsibility is teaching and outreach.

Since reference transactions calculations are based on two-week samples, only the variation is probably an artifact of this sampling.

Figure reflects inclusion of the Wilcox Collection.

Volumes held June 30, 2005 revised to 181,066.

E-book totals could not be disaggregated from the library-wide total.

Includes 546 e-journals; there are many more, but we have no way of attributing specific journals in packages to specific libraries.

We have decided to opt out of this question, feeling it is too poorly defined to provide a meaningful basis of comparison between libraries.

In 2005-06, accounting was revised to capture all ILL and document delivery transactions, which have been consistently underreported in the past.

The Medical Center Library reported an increase of expenditures in this area.

Figure also includes audio.

Volumes held June 30, 2005 revised to 351,997.

Figure could not be disaggregated from the main library data.

Volumes held June 30, 2005 revised to 130,615.

Collection became primarily electronic in 2005-06.

Figure reflects a transition to primarily electronic library holdings.

Volumes held June 30, 2005 revised to 694,701.

Change reflects growth of electronic resources.

Reduced expenditures for monographs and serials, as well as increases in Other Library Materials (15c), reflect an emphasis on electronic research resources.

Increase is due to activity deferred from 2004-05.
Figures reflect a reduction in staff in 2004-05 as a result of reorganization. Staffing additions are anticipated in 2006-07 and 2007-08.

Figure reflects transitional staffing patterns.

Decrease is due to modifications in services and collections.

Volumes held June 30, 2005 revised to 133,102.

Figure reflects more computer hardware purchased.

Volumes held June 30, 2005 revised to 702,181.

Unable to differentiate between serials purchased and serials received but not purchased.

Volumes held June 30, 2005 revised to 269,920.

A large number of government publications were added and withdrawn in 2004-05.

The increase is due to those files that come with monographs.

Ordering books due to increase in serials prices.

Excludes the cost of computer files that come with monographs. That cost is listed in the total for monographs (15a). The decrease in this figure reflects what was actually spent on one-time purchases.

Hardware and software are purchased in bundles; not always possible to separate expenses.

A large chunk of monograph money was reallocated to cover journal expenditures for 2005-06.

Figures reflect better record-keeping. More accurate electronic journal numbers were derived from Serials Solutions.

A decision was made to reduce reliance on student assistants by having full time staff cover some weekend and evening shifts.

Considerably expanded hours at student request.

Organized instruction did not take place in 2005-06; focused on informal instruction instead.

These stats do not appear to have been kept.

Reserves were 11,438 for 2005-06.

Decrease due to the retirement of long-term head of library, and hiring of new head with lower salary.

Health Sciences Library purchased journal backfiles due to building renovations.

In prior years serials received included print serials only; in 2005-06 serials received includes both print and electronic serials.

All computer files (8) and audiovisual materials (10 - 13) are included here.

In prior years medical library expenditures included only print titles; current year medical library expenditures...
include both print and electronic serials titles.

15.c In prior years this figure included expenditures for electronic serials; expenditures for serials in 2005-06 are included in (15b).

17.a Excludes medical library director’s salary.

MINNESOTA

Beginning in 2005-06, all figures reported for Health Sciences Libraries include the Veterinary Medical Library. Volumes held June 30, 2005 revised to 570,820 to reflect inclusion of the Veterinary Medical Library.

4 Count does not include electronic serials included as part of aggregator packages. These are counted in main library statistics.

15.b-c Apparent increase from 2004-05 is partly due to incorrect reporting; 2004-05 figures revised to (15b) $1,869,621; (15c) $147,774.

16 Apparent significant decrease from 2004-05 is partly due to incorrect reporting; 2004-05 figure revised to $70,289.

22 Increase from 2004-05 is partly due to incorrect reporting; 2004-05 figure revised to $1,106,236.

MONTREAL

Volumes held at May 31, 2005 revised to 329,875 in order to correct past miscalculations.

NEW MEXICO

8, 12, 13 Previously counted volumes; now counting titles.

NEW YORK

28 Figure is for Medical Library. Dental Library reports 76 weekly public service hours.

OHIO STATE

23.b OhioLINK funds are provided for the entire university and are not broken down by individual library.

PENNSYLVANIA

4 The Medical Library completed a two-year project to eliminate most of its print journal subscriptions in favor of electronic formats.

QUEEN’S

1 All statistics unless otherwise stated are as of April 30, 2006.

26a, 26b Figures are as of November 2005.

ROCHESTER

4 Faced with fixed or declining budgets, print subscriptions are cancelled in favor of electronic whenever possible.

SASKATCHEWAN

15.b Includes $925,404 in provincial funding.

15.c Included in (15a).

SUNY-STONY BROOK

15.a 2004-05 figure included a proforma.

TEMPLE

15.d Figure reflects Dialog Services.

TENNESSEE

Volumes held June 30, 2005 revised to 217,730 due to change in counting method.
TENNESSEE TECH

All figures are as of August 31, 2006.

15.d HSC figure includes: Amigos ($15,516); Amigos eReserve ($7,205); Amigos FirstSearch ($660); CyberTools ($26,340); ERIC Online ($1,800); ExamMaster ($2,000); First Consult ($5,000); Gold Rush ($3,600); Images MD ($1,429); Info POEMS ($6,138); Journal Citation Reports ($4,227); MD Consult ($89,729); Natural Medicines ($1,416); OT Search ($995); OVID ($41,716); RefShare ($583); TexShare ($2,500); Databases/EbBSCO-Dyna Med ($10,000).

TULANE

Volumes held June 30, 2005 revised to 155,649, reflecting the first accurate count since Hurricane Katrina.

26.a Includes 8 FTE from between July 1, 2005 and December 31, 2005; Includes 6 FTE from between January 1, 2006 and June 30, 2006.

26.b 12 FTE from July 1, 2005 to December 31 2005; 8 FTE from January 1 2006 to June 30, 2006.

VANDERBILT

15.c Some expenditures included here were previously reported under Miscellaneous (15d).

21 Over $300,000 spent in purchase of electronic journal backfiles.

VIRGINIA

1.b.ii, 17c, 26c Health Sciences did a major weeding project in 2005-06, which affects all of these figures.

WASHINGTON

26.a Includes librarians and "professional staff" category.

26.b No longer includes anyone from the "professional staff" category.

WASHINGTON U.-ST. LOUIS

1.a Does not include e-books.

8 Includes CDs, DVDs and e-books.

11 Represents number of slide sets rather than physical units previously reported.

19 Includes fringe benefits charged to library budget.

YALE

Volumes held June 30, 2005 revised to 450,792.
APPENDIX: ARL MEMBER LIBRARIES AS OF JUNE 1, 2007

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