ARL STATISTICS 2005-06
LAW LIBRARY WORKSHEET

This worksheet is designed to help you plan your submission for the 2005-06 ARL Statistics. Include here ONLY those libraries which would appear in the ARL Academic Law 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(ii) Volumes withdrawn during year 1.b.ii) _________________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) ________________
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 (Add line 8, columns 15 & 16, and line 14, columns 15 & 16.) (39) ___________________

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

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.