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      (ii) Volumes withdrawn during year 1.b.ii) ________________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
PAGE TWO – OTHER COLLECTIONS

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 (Exchange, gifts, deposits, etc. See instructions.) (4b) _____________
   (Total serials received: 4.4a + 4.4b) (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
**PAGE FIVE – PUBLIC SERVICES AND LOCAL CHARACTERISTICS**

**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.