

FOOTNOTES

Footnotes may also include errata and corrections to data from prior years not previously reported. Numbers refer to columns in Library Data Tables and to Questionnaire numbers. Unless otherwise stated all figures are as of 06/30/2013.

QUESTION NUMBER	FOOTNOTE
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ALABAMA

All figures are as of 09/30/2013.

ARIZONA

10 Includes professional and support staff.

11 For professional staff.

12, 18–20 UA

ARIZONA STATE

2 FY12 figure revised to 270,678 due to additional purchases, resulting in a change of -16.9%.

4 Additional purchases made.

7.a Purchased the Gale MOML resources.

7.c Purchased catalog records for HeinOnline and Loislaw database to increase access in addition to a NELLCO membership.

8.c Students worked more hours because we had them work on special projects and we need more student coverage.

9 Had a flooring project and a book discard project this fiscal year.

14, 15 Have been promoting librarian presentations to law professors assigning research papers.

16 Didn't get as many reference questions as last year.

21 Increased cancellations of law journals. Licensing restrictions do not permit us to lend from online sources.

BOSTON

7.c Doc. Delivery/ILC - \$4,038; Coll. Mgt. Util. - \$25,142; Preservation - \$2,000; Binding - \$17,291.

BOSTON COLLEGE

All figures are as of 05/31/2013.

1 This figure is included in the overall title count for Boston College University Libraries.

10 The Law Library had one part-time (.22 FTE) who was not benefits eligible.

10–11 For all full-time professional and support staff employed by the Law Library, the fringe benefit rate was 38% in FY 2013. Law Library Guards, paid by the BC Police Department, are granted fringe benefits on a prorated scale depending on number of hours assigned per week, number of weeks per year, and number of years on the force.

12 The University Library reports this number for all libraries at Boston College.

QUESTION **FOOTNOTE**
NUMBER

BOSTON COLLEGE cont.

- 15 Most presentations offered to members of the faculty and student communities at Boston College Law School are offered by the Legal Information Librarians in the Education and Reference department. For the past several years, attendance at scheduled training sessions has declined. The Legal Information Librarians polled our faculty and students and found that most preferred on demand training. This type of training model is easy to accommodate for faculty, providing that kind of service to the student community is more challenging. To address student needs, librarians have developed online training videos and documentation in lieu of holding physical training sessions. The transition from the in-person to on-demand training model for students explains the marked difference in the number reported here for 2013 compared to the number reported in 2012.
- 17-22 This number is reported in the total submitted by the Boston College University Libraries.

BRIGHAM YOUNG

- All figures are as of 12/31/2012.
- 10 Fringe benefits include: 401k, Insurance, sick and vacation.
- 11 Administrative Employees: 51%; Staff Employees: 69.5%; Faculty: 46.9%.

CALIFORNIA, BERKELEY

- 6 Total library expenditures were down due to decreases in library materials and salaries whereas other operating expenditures went up slightly. Due to a standardizing of accounting across all libraries, the category totals in library materials and salaries have shifted somewhat but all libraries are counting the same way now.
- 7 The law library has made a conscious decision/effort to cut our expenditures in the area of library materials and we were able to renegotiate prices with our vendors for some of our resources.
- 8 The variance in professional staff salaries vs support staff is due to the new method of differentiating professional from support staff. The decrease in the total salaries and wages were due to salary savings from few of our staff members retiring last year. We also made conscious effort to decrease the total number of student assistants last year.
- 11 We use a composite benefit rate for our benefit expense; our librarians were charged at a rate of 15.9% of salary whereas the staff were charged at a rate of 38%.
- 13 The change in staffing totals is due to the change we made in distinguishing between professional and staff employees; we standardized the method for counting the two and as a result, the professional staffing went up significantly and the support staffing went down correspondingly.

CALIFORNIA, DAVIS

- 12 Included with Main Library.

CALIFORNIA, LOS ANGELES

- 6 Expenditures reflect June 30, 2013 final general ledger expenditures.
- 10 Expenditures reported are based on the June 30, 2013 final general ledger expenditures for employee benefits. UCLA employee benefit expenditures are recorded by the UCLA payroll system at the individual employee level, based on each employee's eligibility for benefits and other criteria that may impact the cost of one or more components of the employee benefit expense. Year to year increase in the employee benefit expenditures is driven principally by the UC Regent's mandated increase in the employer contribution to the UC retirement plan.
- 11 UCLA does not use official employee benefit rates for recording employee benefit expenditures. Please see footnote on employee benefit expenditures.

QUESTION **FOOTNOTE**
NUMBER

CASE WESTERN RESERVE

- 1 This is substantially larger increase in titles held than reported in previous years for the Law Library. It includes the addition of bibliographic records for HeinOnline electronic collections, Gale's Making of Modern Law electronic collections, LLMC Digital collections and other electronic resources cataloged at the individual title level which were imported into our catalog during the FY2013 reporting period (and as reflected in Question 4 "Electronic Books").
- 2 This is a substantial increase in the number of volumes held for the Law Library. It includes the addition of bibliographic records for HeinOnline electronic collections, Gale's Making of Modern Law electronic collections, LLMC Digital collections and other electronic resources cataloged during the FY2013 reporting period [and as reflected in Question 4 "Electronic Books"]. The Law Library also has access to a number of electronic resources that are counted only in the Main Library's statistics.
- 3 The Law Library uses a combination of physical volume count and bibliographic data extraction in calculating its total volume count. Print volume count is performed physically while electronic resources are counted through bibliographic extraction.

CHICAGO

- 7.c Inclusion of collection support expenditures helps maintain total material expenditures. These expenditures include ILL and binding costs and cataloging/authority control expenditures. Authority control expenses were prepaid in FY12 and not present in FY13 expenditures and this accounts for the decrease.
- 8.c Less reliance on student workers in FY13.
- 10 "The University's fringe benefit rates are calculated by Sponsored Award Accounting annually and negotiated with the Department of Health and Human Services. Rates are calculated for benefit eligible (receive full benefits). In addition, a Federal rate is calculated which is the same as the benefit eligible rate excluding unallowable dependent tuition remission benefit expenses. This rate is only applied to salaries charged to Federal awards. Some of the major fringe benefit cost categories are: Health Insurance, Retirement, FICA/Medicare, Tuition Remission, Workman's Compensation and Unemployment Insurance. Fringe benefit expenses also include short/long term disability, life insurance, temporary shutdown, staff/faculty assistance, child/elder care, employee physicals, training and flex-transportation/medical/dependent."
- 11 This percent is applied to all staff except those with salary paid from federal awards.
- 18 The increase for 2013 reflects both a rise in usage and also in the number of resource vendors supplying data. This number includes document views from COUNTER compliant vendors: Max Planck, OUP, and Wiley, and not COUNTER compliant vendors: ebrary, E&E news, HeinOnline, IntelliConnect, MYCLP, PACER, Supreme Court Insider, and WorldTradeLaw.
- 19 This number includes searches in: BNA, CALI, CIAO, Constitutions of the Countries of the World, Wilson, LegalTrac, LLMC Digital, Max Planck, RIA, and vLex.
- 21, 22 The number of filled or lending requests vary by the collection needs of the requesting libraries and naturally fluctuates from year to year based on faculty research needs. For 2013, the fluctuations also are attributable to the Library's participation in UBorrow, a direct ILL borrowing/lending system of the CIC.

CINCINNATI

- 8, 8.a Professional staff salaries and wages for the Law Library were underreported by approximately \$140,000 in the 2011–2012 survey.
- 11 Fringe benefits rates are dependent upon staff categories according to the following: Faculty - 32.7%; Administrative & Professional Staff - 40.6%; Support Staff - 55.0%; Students - 7.0%.

QUESTION **FOOTNOTE**
NUMBER

COLORADO

- 12 Previous years based on ABA #17. This year based on CLERT joint purchases minus CU Law cost for dollar amount received from external sources.
- 19 Includes searches for articles within databases.
- 20 Serial Solutions 360 (Wise Researcher).

COLUMBIA

- 9 FY12 included maintenance agreements and other facilities and building expenses; excluding these items, FY12 should have been reported as \$104,944. FY13 does not include this expense.
- 13.a, 13.b Changes from FY12 reflect reclassification of positions from Professional to Support staff.
- 21 Includes 1,049 items from fee-based service.

CONNECTICUT

- 10 Fringe includes health, dental, retirement, workers compensation and unemployment insurances.
- 13.a Professional staff include librarians and staff who provide expertise in a subject area but are not classified as librarian. This includes cataloging and some administrative staff. In addition to the 10 professional staff, the library employs a part-time librarian. The actual staff number is 25.5.
- 18 Gale and Hein databases are included in this figure. We are not able to obtain use statistics from a number of our databases subscriptions including Westlaw, Lexis, BNA, CCH. The remainder of our databases are subscribed to by the main campus libraries and are accounted for in their statistics.
- 19, 20 Gale databases are included in this figure. We are not able to obtain use statistics from a number of our databases subscriptions including Westlaw, Lexis, BNA, CCH. Hein does not provide COUNTER compliant statistics. The remainder of our databases are subscribed to by the main campus libraries and are accounted for in their statistics.

CORNELL

- For counts coded as "NA/UA": Unless otherwise noted, counts for Law are included as part of the main survey reporting, and are not broken out here.
- 2 Print volumes only. With 2009/10 forward, does not include any e-books. All e-book counts are included in the main survey; Law cannot be broken out. Almost 6,600 volumes were withdrawn in a weeding project in anticipation of the library's stack space being reduced by a Law School renovation. The rest of the apparent decrease is due to a record cleanup project for withdrawals that took place in earlier years.
- 7, 8 The requested breakouts cannot be provided.
- 13 Excludes student FTE; all student FTE are included in the main survey. Excludes any short-term temporary staff and any positions that were temporarily vacant on June 30th.
- 13.a Includes academic and exempt staff.
- 13.b Includes non-academic, non-exempt staff.
- 14 Information transactions and presentations to groups counts include only those interactions staff recorded in Count It, CUL's locally built system for tracking public service transactions.
- 16.a Part of the count was extrapolated from 12 randomly selected sampling weeks.
- 17 Includes ILL lending transactions.

EMORY

- All figures are as of 08/31/2013.
- 7.c This expenditure is included elsewhere.
- 18-20 Reported at the system level for all libraries in the MAIN library form.

QUESTION **FOOTNOTE**
NUMBER

FLORIDA STATE

- 7.a Large, one-time purchase of ProQuest Congressional in FY11–12 accounts for the percentage decrease to this year.
- 7.b FY10–2011 prepayment for resources for FY11–2012 accounts for the increase in spending in 2012–13 because no pre-payment was made in 2011–12.
- 12 The data is no longer available to compute this information.
- 22 Increase in unmediated borrowing (UBorrow) from InterLibrary Loan mediated borrowing.

GEORGE WASHINGTON

- 8.c Responsibility for IT help desk, staffed primarily by student employees, was transferred from the Law Library to the Law School IT Department. Consequently student wages are lower than previous years.
- 22 Law Library received fewer requests from its patrons for materials not found in collection.

GEORGETOWN

- 1, 2 Increase reflects undercount in FY12.
- 6 Decrease reflects three eliminated positions, several unfilled vacancies, and decreased collections expenditures.
- 8.a Decrease reflects unfilled vacancies.
- 10 Academic and staff fringe benefits.
- 13.a Corrects separate reporting of Special Collections librarians in FY12.

HARVARD

On July 1, 2012, Harvard University reorganized its library functions, consolidating most of the Access, Services, Preservation and Digital Imaging Services, and Information and Technical Services staff into a single entity (the Harvard Library Shared Services). Thus, the number of staff and expenses for staff directly employed by the Harvard Law School library (Questions 8, 10, and 13) have decreased. Conversely, the Harvard Law School Library compensates Harvard Library Shared Services through an assessment that falls under the Other Operating Expenditures category (Question 9).

- 1 Title count based on total bibliographic records with active holdings in Harvard’s HOLLIS system.
- 2 Volume counts are an estimate based on item records in Harvard’s HOLLIS system, inflated by 30% to account for items that are not represented by item records.
- 4 Electronic book data is organized centrally; data is included on Harvard’s MAIN survey.
- 6, 8, 8.c Prior year correction: The answer to Question 8c should have been \$162,000 rather than \$2,498,000. This results in an overstatement on Question 8 (should have been \$5,913,000), and Question 6 (should have been \$11,878,000).
- 7.a, 7.b Includes digitally reformatted materials.
- 7.c Collections support includes binding, postage and mailing services, records storage, preservation services, dues and memberships, bibliographic data and consortia. See general footnote for more information on the Harvard Library reorganization.
- 10 Harvard’s fringe benefit assessments cover payroll taxes and employee benefits, including (but not limited to) health and dental coverage, retirement contributions, life and disability coverages.
- 11 Harvard has different fringe rates for the faculty, professional (exempt), support (nonexempt), and temporary staff. The rate provided is the rate for professional staff.
- 12 See the general footnote for more information on the Harvard Library reorganization.

QUESTION **FOOTNOTE**
NUMBER

HARVARD cont.

- 13.c FTE figure is not available for student and temporary staff.
- 17 Circulation figures include traditional circulation numbers (excluding reserves) and Scan & Deliver service transactions.
- 18–20 Data not available for FY13.
- 21, 22 Materials lent through traditional ILL services (e.g., OCLC Resource Sharing) and Borrow Direct.

HAWAII

- 10 Fringe benefits include FICA, Medicare, Workers' compensation, Unemployment insurance, Pension accumulation, Pension administration, Retiree health, Vacation reserve (for employees that accrue vacation), and State health fund estimate.
- 19 Only five of the COUNTER compliant databases we subscribe to are included here (LegalTrac, Max Planck Encyclopedia of Public International Law, Oxford Reports on International Law, WestLaw, and WestLaw China). WestLaw has the majority of hits at 405,500. Had the approximately 25 remaining non-COUNTER compliant databases been included the total would have reached 497,985.
- 20 The total number of federated searches does not include the full fiscal year since our federated search engine did not go live until September 1, 2012.

HOUSTON

- All figures are as of 08/31/2013.
- 18, 19 Not available.
- 20 Not applicable.

HOWARD

- 17 Some data may not have been captured during the migration from the Innovative Innopac Inc.'s Millennium ILS to the Voyager ILS when the university joined the Washington Research Library Consortium.

ILLINOIS, URBANA

- 8.a 2 vacant positions filled during the year.
- 10 Not paid from library budget. Rate is 44.67% for 8a and 8b; 5.99% for students 8c.
- 11 This applies to employees covered by the state retirement system who were hired after 4/1/1986. We have one staff member hired before that date; the percentage for those employees is 43.22%.
- 12 Already accounted for in Main Library's report.
- 13.a Director, Assoc. Director, 4.5 reference librarians, 2 technical services librarians = 9, plus 1.5 FTE Graduate Assistants with tuition waivers.
- 13.b Includes 4 staff in technical services, 1 in administration, 2 in circulation, but not graduate assistants (included last year).
- 13.c Includes approximately 3 FTE circulation support (graduate students). Previously, undergraduate students were used to staff circulation, and weren't included here.
- 14.a Librarians report courses and tours on spreadsheet.
- 15.a Librarians report this for their courses and tours.
- 16.a Librarians report all reference transactions to database.
- 18–20 Not applicable; campus counts these centrally.
- 21, 22 Not applicable; ILL transactions managed centrally.

**QUESTION
NUMBER**

FOOTNOTE

INDIANA

- 11 Indiana University fringe benefit rates (FY12–13 only): Professional staff: 43.34%; Support Staff: 40.06%. Benefits covered: retirement, FICA, health insurance, tuition benefit, life insurance, and workers' compensation.
- 16 Number of reference transactions is estimated.
- 18–20 Because of incompatibilities within our reporting systems for electronic resources, we do not feel we can produce accurate use figures for this fiscal year. We are therefore not reporting data for lines 18–20.

IOWA

- 2 Electronic volumes underreported in previous years.
- 8.a Not including Associate dean salary.
- 19 Approximate figures.

KANSAS

- 7 Decreased monographs and database subscriptions, online ownership fees completed.
- 7.a Monograph budget greatly reduced in FY13; other one-time fees for online ownership of materials had been completed. Numbers reported include PDA purchases (PDA has not been included in the past).
- 7.b Database subscriptions dropped. Numbers reported include PDA purchases (PDA has not been included in the past).
- 7.c Instructions state that if not materials funds, then expenditures such as bindery and ILL go into 'other operating' expenditures.
- 8, 8.b Lost three staff to retirement.
- 9 Includes bindery; (there were no ILL expenses); includes all other other operating expenses as listed in library budget and fiscal report.
- 10 Fringe rate includes employers share of Social Security, Workers Compensation Insurance, State and Federal Unemployment Compensation tax and retirement contribution. In addition to the annual percentage, there is a \$7,000 employer contribution for employee health insurance.
- 13.b Lost three staff to retirement.
- 13.c Calculated differently (we believe more accurately - hours divided by 45 active weeks).
- 21 Fewer requests coming in.
- 22 Our databases cover more material, reducing need for ILL.

KENTUCKY

- 10 Includes: retirement, health insurance, life insurance, and misc. fringe benefits (FICA and Social Security).
- 11 The majority of the University Kentucky's fringe benefits are based upon an official designated percent of 27%. However, the official designated percent for the Law Library is 30%.

LOUISIANA STATE

- 1 The number of ECAT records dropped, due to a change in how a vendor was providing materials.
- 7.c Bibliographic utilities, \$16,987; binding \$1,348; hardware \$260; ILL \$3,731; Misc \$316; software \$33,638.
- 8 Variance caused by periods of vacancies in several staff positions that are now filled.
- 9 Decrease in other operating expense needs.

QUESTION **FOOTNOTE**
NUMBER

LOUISIANA STATE cont.

- 15 The addition of more dual-degreed (J.D. + M.L.I.S.) resulted in more faculty outreach and more opportunities for presentations to more students. The first-year Legal Research and Writing course was redesigned to create more research class sessions in smaller groups, increasing the number of research presentations. Over-enrollment in the spring Advanced Legal Research course resulted in a second section being added. A new Foreign, Comparative and International Legal Research course was also taught for the first time in the spring semester.
- 18–20 Not available for LSU Law Library.

MIAMI

- All figures are as of 05/31/2013.
- 11 Included with Central Library.

MICHIGAN

- 2 Includes number of volumes for print (732,028) and number of titles for electronic (99,005). We have no way to count electronic volumes. Includes electronic titles that we do not own or lease.
- 4 This is the title count for electronic monographs. We have no way to count electronic volumes. We also have access to 12,759 electronic serials.
- 7.c Includes \$49,997 for binding and \$310 for ILL borrowing fees.
- 8.a We had two vacant positions for significant portions of FY13.
- 8.b In FY13, the support staff for the student journals were moved into the Library. We paid salaries for four additional FTE's for most of FY13, two of whom were laid off by 7/1/2013. As a result the FTE count in 13b reflects only two additional FTE's, offset by one lost FTE position we are not going to fill.
- 9 This increase was caused by two factors: 1) The operating expenses for the Student Journals were moved into the Library in FY13, which increased our operating expenses by about \$140,000. 2). Our FY13 operating expenses were artificially low because about \$100,000 of one-time expenses were accidentally paid in FY12 instead of FY13.
- 11 U/A. Long term disability, group insurance, federal insurance contribution, retirement plan - employer contribution, health insurance, dental insurance, and wellness program.
- 13.a The FTE count includes an added position that was vacant for most of FY13.
- 17 We are able to exclude reserves for the first time.
- 20 U/A. Our federated search does not provide this statistic.
- 21, 22 We changed the way we count ILL. Previously we counted some things that we recently decided to omit.

MICHIGAN STATE

- 4 E-book holdings updated to reflect addition of catalog records.
- 9 Expenditures this year include upholstering of 300 chairs and re-carpeting sections of the library.
- 10 Fringe benefits include FICA, Medicare, 10%-Retirement Contribution and Healthcare premiums
- 17 This number has been verified.

MINNESOTA

- 4 Represents only e-books specifically attributed to Law. All other e-books purchased centrally by UM Libraries are available to all users and campus libraries.
- 7.c Varies year to year.
- 8.b Decrease from previous year is because of vacant positions.

QUESTION **FOOTNOTE**
NUMBER

MINNESOTA cont.

13 The form does not allow for decimals. Here is what our Law Libraries actually have:

13a. Professional staff, FTE = 13.41

13b. Support staff, FTE = 9

13c. Student assistants, FTE = 5.4

This adds up to 27.51, which rounds up to 28. Total is lower than previous year because of vacant positions and less use of student help.

14 Reflects programmatic changes and larger groups.

16 Reflects more accurate count than previous years.

21 Previous year may have been over counted in error.

MISSOURI

7.a Reflects purchase of additional one-time resources from accumulated savings.

7.b Prepayments from prior fiscal year reduced this year's total.

7.c Reflects intentional reduction in deposit to OCLC account on basis of prior year expenditures and adjusted reserve needs.

8.b, 10 Reflects reporting of IT personnel within library not reported prior year.

MONTREAL

All figures are as of 04/30/2013.

2 For the first time this year, we used only system data.

4, 11,12, 18,
19, 20 n/a

6, 7 During the year 2012–2013, UdeM Libraries had to cut \$ 1.75 million in acquisitions, it was mainly absorbed by the budget for books.

6–9, 10, 12 Expenditures as reported in Canadian dollars—Collections Expenditures: (7a) \$61,397; (7b) \$363,800; (7c) \$3,745; (7) \$428,942; Salary Expenditures: (8a) \$474,117; (8b) \$276,132; (8c) \$0; (8) \$750,249; (10) \$203,919; Overall Expenditures: (7) \$428,942; (8) \$750,249; (9) \$10,075; (6) \$1,189,266; (12) NA/UA. NOTE: Total Salaries and Wages (Q8) EXCLUDES Fringe Benefits Expenditures (Q10).

NEBRASKA

4 We are adding electronic books as more law material is becoming available.

7.a We have reduced spending on monographic material.

9 Increases in software and hardware purchases.

14 We have increased our instructional program efforts with a resulting increase in sessions and participants.

16 Transactions have decreased as a result of increased instructional sessions.

21 We have a better system for counting our ILL loaned and borrowed material.

NEW YORK

18 These are serials solutions click-thru statistics, not counter statistics.

NORTH CAROLINA

1 Total listed includes only titles in book format.

QUESTION **FOOTNOTE**
NUMBER

NORTH CAROLINA cont.

- 4 Increase in E-books due to purchase of two large databases (Making of Modern Law: primary sources. Pt. 2, 1763-1979 and Making of Modern Law: Foreign, Comparative, and International Law, c. 1600-1926), as well as a larger than usual addition of titles to several HeinOnline libraries.
- 7, 7.a Total library materials and one-time resource purchases increased due to receipt of one-time year-end funding for additional materials purchases.
- 14–16 Decrease in number of instruction sessions and in number of reference transactions due to changes to the first-year required writing class.
- 22 Decrease due to policy change ceasing requests for required course materials and improved de-duplication of requests from student-run journals.

NORTHWESTERN

All figures are as of 08/31/2013.

- 7.c Law Library actively assessed budget and expenditures to reduce costs.
- 9 More third party services were engaged to support operations.
- 16 LibGuides and bibliographic instruction sessions may help with more self-help reference answers.

NOTRE DAME

- 7.c ILL=\$2250; Collection management applications=\$141,651.

OREGON

- 7.a Purchase of electronic back files.
- 7.c Decrease in the purchase of print collections leads to a decrease in binding costs.
- 9 One time expenditures for study carrels.
- 10 Current rate is \$14,844 per full time employee for health insurance, plus 32.74% of salary for retirement, payroll taxes, and other payroll expenses.
- 11 There is no official designated percent. The current rate is \$14,844 per full time employee for fixed costs (health insurance); plus 32.74% of salary for variable costs (retirement, payroll taxes, and other payroll expenses). 59% is an average rate.

PENNSYLVANIA STATE

Library branches included: Penn State Dickinson School of Law and H. Laddie Montague, Jr. Law Library.

- 14, 15 Law Library converted several separate topical sessions into a single series for which students registered. This decreased the overall number of sessions and attendees.
- 18–20 Law Library metrics for e-resource usage cannot be extracted from main university data.

RUTGERS

- 3 This figure is an approximation. It is based on an actual physical count to which new titles are added. [Newark Law Library]
- 4 This figure is based on bibliographic records and information provided by the vendors. These are no "e-Books" per se but are a total of the electronic books for which a catalog record exists. [Newark Law Library]
- 8.a Increase in professional staff FTE. [Camden Law Library]
- 8.a In-coming director started on July 1, 2012 and began drawing a full salary during the previous reporting year, the out-going director drew only 80% of salary for half a year. See footnote 8a to last year's report. [Newark Law Library]

QUESTION **FOOTNOTE**
NUMBER

RUTGERS cont.

- 8.c Decrease in student assistants FTE. [Camden Law Library]
- 8.c A large digitization project that employed many students ended during the course of the 2012 reporting year. This reporting year, the library did not undertake any digitization projects with a resulting decrease in the total number of students hired and student payroll paid. [Newark Law Library]
- 10 This includes the following: Regular full-time employees: 44.1% of \$1,296,516 = \$571,763; Wages for labor (part-time reference): 7.3% of \$18,071 = \$1,319; Other compensation: 7.3% of \$57,379 = \$4,188; Half-time employee: 44.1% of \$19,690 = \$8,684.
- 11 This is the main figure as described by the instructions. Past percentages have been an average figure based on the total salaries and actual fringes paid. [Newark Law Library]
- 13.a During FY12–13, we hired three new librarians to replace two librarians who had resigned the year before and to fill an available line from a librarian retirement two years before. [Camden Law Library]
- 13.c Available work-study awards dropped in amount from \$4000 down to \$2000 due to decreased government funding. Further, fewer students qualified for the diminished awards, so fewer student were in the work-study pool. In FY12, we hired 22 work-study students while for FY13 we only hired 11 student assistants. The 11 part-time student assistants (with their reduced awards) worked the same number of hours as 2 FTEs during the FY12–13. [Camden Law Library]
- 16 Last year's figure was based on total circulation figures, not those that were related solely to reference. Regardless, there was a significant decrease in Reference Desk figures. [Newark Law Library]
- 17 We attribute the decrease in the number of circulations partially to the decrease in the number of new students (1Ls) during the past FY 2012–2013. [Camden Law Library]
- 21 The increase in requests from other libraries to borrow our materials did not seem to follow any particular pattern (i.e., the libraries were not requesting a particular document or even particular kind of document). It is possible that because we promptly fill requests (or pass requests on to the next library in the queue), our quick response time is earning us more requests; other libraries may be requesting our materials more frequently because we will respond in a timely manner. [Camden Law Library]
- 22 Two teaching faculty increased their requests to borrow materials significantly in FY 2012–2013, and our three new librarians began writing articles immediately upon hiring and were heavy users of Interlibrary Loan services. [Camden Law Library]
- 22 Student journals did not request as many materials this reporting year as they did in the previous reporting year. [Newark Law Library]

SASKATCHEWAN

All figures are as of 04/30/2013.

- 1 Bibliographic count.
- 7.c Consists only of contract binding expenditures which decreased as a result of reduced staffing.
- 8, 8.a, 8.b Decreased number of librarians and support staff.
- 6–9, 10, 12 Expenditures as reported in Canadian dollars—Collections Expenditures: (7a) \$120,992; (7b) \$1,109,326; (7c) \$2,443; (7) \$1,232,761; Salary Expenditures: (8a) \$154,944; (8b) \$152,170; (8c) \$21,968; (8) \$329,082; (10) \$53,756; Overall Expenditures: (7) \$1,232,761; (8) \$329,082; (9) NA/UA; (6) \$1,561,843; (12) NA/UA. NOTE: Total Salaries and Wages (Q8) EXCLUDES Fringe Benefits Expenditures (Q10).
- 10 Includes the benefit expenses for librarians, staff and students.
- 16 Includes directional, instructional and reference questions.
- 18 Law Library is interdisciplinary; therefore unable to obtain this information.
- 20 University of Saskatchewan does not use a federated search engine.

QUESTION **FOOTNOTE**
NUMBER

SOUTH CAROLINA

2 We have carried out a major weeding of the collection.

SOUTHERN ILLINOIS

6, 7, 7.b Decrease is a result of budget reduction.

7.c Collection support includes external bindery costs: \$4,123.

8.a, 8.b Increase is due to approval to replace retired/separated employee(s).

8.c Decrease is a result of budget reduction and increase in support staff.

9 Other operating expenditures include a substantial service fee (\$29,184) for maintenance of our Innovative Server. Decrease is a result of budget reduction.

10 Includes FICA, retirement, worker's compensation, life insurance, unemployment insurance, health insurance, dental insurance and vision insurance. Increase is due to higher insurance and pension costs.

11 Fringe benefits for the Morris Library includes FICA, retirement, worker's compensation, life insurance, unemployment insurance, health insurance, dental insurance and vision insurance. Increase is due to higher insurance and pension costs.

13.a, 13.b Increase is due to approval to replace retired/separated employee(s).

13.c Decrease is a result of budget reduction and increase in support staff.

14 The number of library presentations to groups and the number of total participants in group presentations is higher because last year's reported number did not include the regular classes which the librarians teach, meeting multiple weeks each semester. Those class sessions have been included in this year's response.

16 The approval to fill librarian positions resulted in increased staffing and coverage at the reference desk.

17 The previous year's figure was inflated and incorrect because it included other data it should not have included. Thus, the decrease for this year.

22 Due to under-staffing the previous year, we were unable to fill some ILL requests and had to push them to the next library. Now we were able to fill most requests.

SYRACUSE

2 Does not include 288,240 volume-equivalents of microforms.

TEMPLE

4 Cumulative date.

TEXAS

All figures are as of 08/31/2013.

4 The library added a large number of e-book materials due to loading approximately 80,000 digital hearings records as part of the ProQuest Digital Hearings Collection.

18-20 This information is not available.

TEXAS TECH

All figures are as of 08/31/2013.

10 Includes: Worker's Compensation Insurance, Health Match, TRS Matching ORP Matching, Opt Out Health Matching, Lump Sum Vacation Pool, Retiree Insurance, Medicaid, Medicare, FICA, and Social Security.

TORONTO

All figures are as of 04/30/2013.

**QUESTION FOOTNOTE
NUMBER**

TORONTO cont.

- 4 These are the e-books purchased by the Law Library. Users have access to the 1.5 M e-books held by the U of T Library system.
- 6–9, 10, 12 Expenditures as reported in Canadian dollars—Collections Expenditures: (7a) \$104,059; (7b) \$1,032,781; (7c) \$9,852; (7) \$1,146,692; Salary Expenditures: (8a) \$620,811; (8b) \$442,679; (8c) \$64,703; (8) \$1,128,193; (10) \$269,685; Overall Expenditures: (7) \$1,146,692; (8) \$1,128,193; (9) \$88,851; (6) \$2,363,736; (12) NA/UA. NOTE: Total Salaries and Wages (Q8) EXCLUDES Fringe Benefits Expenditures (Q10).
- 10 Includes health plans and pension plan contributions.

TULANE

- 12, 20 Not available.

VANDERBILT

- 1 Counted multiple formats as individual titles, per instructions, a departure from previous years.
- 10 Includes health plan, life insurance, disability insurance, retirement plan, tuition assistance, vacation and sick leave.
- 13.a Filled one new position.
- 16 Increase in e-resources; less assistance requested. Turnover of reference staff.
- 21 Law Library has re-instituted a lending program.
- 22 More emphasis on ILL with less spent on one-time purchases.

VIRGINIA

- 18 Article requests are included in the number reported for the University Library.
- 19 These searches are NOT included in the number reported for the University Library.

WASHINGTON U.-ST. LOUIS

- 8.b Figure reflects loss of two support staff positions through attrition.
- 9 Severe budget cuts resulted in a substantial reduction of expenditures on new equipment, supplies, travel, and preservation activities.
- 10 Fringe benefits include annuity, FICA, health allowance, dependent tuition allowance.
- 13 Figure reflects loss of 1 professional and 2 staff positions through attrition.
- 16, 16.a Unavailable.

WESTERN

All figures are as of 04/30/2013.

- 2 Decrease is partly due to transfer to retrievable storage.
- 4 Included with overall Western Libraries count of e-books.
- 6–9, 10, 12 Expenditures as reported in Canadian dollars—Collections Expenditures: (7a) \$130,986; (7b) \$1,091,187; (7c) \$12,794; (7) \$1,234,967; Salary Expenditures: (8a) \$243,286; (8b) \$159,739; (8c) \$6,495; (8) \$409,520; (10) \$111,646; Overall Expenditures: (7) \$1,234,967; (8) \$409,520; (9) \$29,715; (6) \$1,674,202; (12) \$0. NOTE: Total Salaries and Wages (Q8) EXCLUDES Fringe Benefits Expenditures (Q10).
- 7.a Increase is partly due to significant resource purchases.
- 7.b Increase is partly due to increase in purchases and significant price increases, as well as series purchases.
- 7.c Increase in binding.
- 9 Increase is partly due to supplies related to renovations.

QUESTION **FOOTNOTE**
NUMBER

WESTERN cont.

- 10 Included was the actual benefit costs to Western Libraries. Western Libraries is charged benefits at a rate of 27.5% for all full time permanent employees. Western Libraries is charged at a rate of 13% for student assistants and contract support staff.
- 21, 22 Included in overall Western Libraries data, as ILL is a centrally funded and operated service.

YALE

- 4 This figure is impossible to determine reliably.
- 7a Includes \$450,000 one-time funds for special purchase.
- 7b Includes some one-time electronic purchase not easily separated from other Online purchases.
- 11 Figure is for professional library staff only. Figure is higher for paraprofessionals.
- 12 Previous years amount entered in error. We do not have any centrally or consortially-funded access.
- 18–20 Not available. All statistics are campus-wide and held by main library.

YORK

- 1 Correction: some MARC records had also been loaded into the catalogue and as a result were double counted in previous years.
- 6–9, 10, 12 Expenditures as reported in Canadian dollars—Collections Expenditures: (7a) \$314,271; (7b) \$603,488; (7c) \$30,019; (7) \$947,778; Salary Expenditures: (8a) \$705,210; (8b) \$709,274; (8c) \$56,486; (8) \$1,470,970; (10) \$315,767; Overall Expenditures: (7) \$947,778; (8) \$1,470,970; (9) \$107,822; (6) \$2,526,570; (12) \$0. NOTE: Total Salaries and Wages (Q8) EXCLUDES Fringe Benefits Expenditures (Q10).
- 7a Includes 39,960 MOML 7 (Primary Sources pt 2).
- 8.a Increase due to sabbatical replacements.
- 11 Faculty - 20%; other professionals - 22 %; Staff - 27.5%; Casuals - 10%.
- 13.a 5 YUFA librarians + 3 PT Librarians (1.5 FTE) + 1 YUFA retiree (.3 FTE)
- 13.b 11.75 YUSA + 1 CPM.
- 14 Decrease due to 3 YUFA librarians on sabbatical.