ARL STATISTICS 2013–2014 WORKSHEET

This worksheet is designed to help you plan your submission for the 2013–2014b form, except in cases where data are unavailable. If an exact figure is unavailable, leave it blank. The Primary Contact should carefully review the totals for each question; and if they are not representative of the overall institution, the Primary Contact can mark the question NA/UA at the publication level screen.

Reporting Institution ________________________________________________ Date Returned to ARL ____________

Report Prepared by (name) ____________________________________________

Title ________________________________________________________________

Email address ______________________________________________________ Phone number ______________________

Contact person (if different) __________________________________________

Title ______________________________________________________________

Email address ______________________________________________________ Phone number ______________________

COLLECTIONS:

1. Titles held June 30, 2013 (all formats) (1) ____________

2. Volumes held June 30, 2013 (print plus electronic) (2) ____________

3. Basis of print volume count is (3) ___ Physical ___ Bibliographic

4. Electronic books (included in question 2) (4) ____________

5. Are the below figures reported in Canadian dollars? (5) ___ Yes _____ No

EXPENDITURES

6. Total Library Expenditures (exclude fringe benefits) (7 + 8 + 9) (6) ____________

7. Total Library Materials Expenditures (7a + 7b + 7c) (7) ____________

   7a. One-time resource purchases (7a) ____________

   7b. Ongoing resource purchases (e.g., subscriptions, annual license fees) (7b) ____________

   7c. Collection support (7c) ____________
8. Total Salaries and Wages \((8a + 8b + 8c)\)

(Exclude fringe benefits; Report fringe benefits in question 10) \((8)\)

8a. Professional staff (exclude fringe benefits) \((8a)\)

8b. Support staff (exclude fringe benefits) \((8b)\)

8c. Student assistants (exclude fringe benefits) \((8c)\)

9. Other operating expenditures \((9)\)

FRINGE BENEFITS (Provide a detailed footnote on what this includes)

10. Fringe benefits \((10)\)

11. Official designated percent \((11)\)

EXPENDITURES FROM EXTERNAL SOURCES

12. Consortia/Networks/Bibliographic Utilities Expenditures from External Sources \((12)\)

PERSONNEL (Round figures to nearest whole number)

13. Total Staff FTE \((13a + 13b + 13c)\) \((13)\)

13a. Professional staff, FTE \((13a)\)

13b. Support staff, FTE \((13b)\)

13c. Student assistants, FTE \((13c)\)

INSTRUCTION

14. Number of library presentations to groups \((14)\)

14a. Is the library presentations figure based on sampling? \((14a)\) Yes No

15. Number of total participants in group presentations reported in line 14 \((15)\)

15a. Is the total participants in group presentations figure based on sampling? \((15a)\) Yes No

REFERENCE

16. Number of reference transactions \((16)\)

16a. Is the reference transactions figure based on sampling? \((16a)\) Yes No
CIRCULATION

17. Number of initial circulations (excluding reserves) (17)_____________

USE OF ELECTRONIC RESOURCES (following COUNTER definitions)

18. Number of successful full-text article requests (journals) (18)_____________
19. Number of regular searches (databases) (19)_____________
20. Number of federated searches (databases) (20)_____________

INTERLIBRARY LOANS

21. Total number of filled requests provided to other libraries (21)_____________
22. Total number of filled requests received from other libraries or providers (22)_____________

DOCTOR’S DEGREES AND FACULTY

23. Number of Doctor’s Degrees awarded in FY2013-2014 (23)_____________
24. Number of fields in which Doctor’s Degrees can be awarded (24)_____________
25. Number of full-time instructional faculty in FY2013–2014 (25)_____________

ENROLLMENT – FALL 2013

26. Full-time students, undergraduate and graduate (26)_____________
27. Part-time students, undergraduate and graduate (27)_____________
28. Full-time graduate students (28)_____________
29. Part-time graduate students (29)_____________

FOOTNOTES

NOTE: Any large shifts in reported data compared to last year should be explained with a footnote.

Submit the completed questionnaire
By October 15, 2014

For assistance, please e-mail or Google chat: stats@arl.org
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