Academic Libraries 2017-18

Institution: Redlands Community College (207069) User ID: P2070691

Overview

Academic Libraries Overview
Welcome to the IPEDS Academic Libraries (AL) survey component. The purpose of the AL component of IPEDS is to collect information on library collections, library expenses, and library services for libraries in degree-granting postsecondary institutions.
Recent changes
There are a few changes to the 2017-18 Academic Libraries component from the 2016-17 collection. Visit the Academic Libraries Resource page for a list of the changes and additional reporting resources.
Data Reporting Reminders
Report all data for fiscal year (FY) 2017. Fiscal year 2017 is defined as the most recent 12-month period that ends before October 1, 2017, that corresponds to the institution's fiscal year.
Coverage: Include data for the main or central academic library and all branch and independent libraries that were open all or part of the fiscal year 2017. Branch and independent libraries are defined as auxiliary library service outlets with quarters separate from the central library that houses the basic collection. The central library administers the branches. Libraries on branch campuses that have separate IPEDS unit identification numbers are reported as separate libraries.
Resources: To download the survey materials for this component: Survey Materials
To access your prior year data submission for this component: Reported Data
For more information about the previous survey: Academic Libraries Survey

If you have questions about completing this survey, please contact the **IPEDS Help Desk at 1-877-225-2568**.

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Screening Questions

Were your annual total library expenses for Fiscal Year 2017:

○	Less than $100,000	⊙	Greater than or equal to $100,000

Is the library collection entirely electronic?

⊙	No	○	Yes

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Library Collections/Circulation and Interlibrary Loan Services

Section I:
For all degree-granting institutions
with library expenses >0 and/or access to a library collection

NOTE - This section of the survey collects data on selected types of material. It does not cover all materials. Report the total number of each category held at the END of Fiscal Year 2017.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	13,188	13,124	1,534	1,514	
Databases			25	27	
Media	871	897	21,051	20,979	
Serials	22,608	20,815	0	0	
Total	36,667	34,836	22,610	22,520	59,277
Library Circulation	35,617	34,818	24,367	22,520	59,984

Does your instituion have Interlibrary Loan Services ?

- ○ No
- ⊙ Yes

Interlibrary Loan Services	Number	Prior Year Amount
Total interlibrary loans and documents provided to other libraries	36	47
Total interlibrary loans and documents received	48	64

You may use the space below to provide context for the data you've reported above.This context box will not be posted on the College Navigator Website.

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Expenses

Section II:
For degree-granting institutions with
library expenses >= $100,000

Library expenses should be reported for the most recent 12-month period that corresponds to your institution's fiscal year that ends before October 1, 2017.

		Prior Year Amount
Indicate the number of branch and independent libraries (exclude the main or central library).	0	0

Expenses	**Amount**	
Total salaries and wages for the library staff	67,928	87,119
Are staff fringe benefits paid out of the library budget?		
○ No		
◉ Yes — **Total Fringe benefits**	32,350	36,257
Materials/services expenses		
One-time purchases of books, serial backfiles, and other materials	6,014	
Ongoing commitments to subscriptions	15,248	
All other materials/service cost	18,888	
Total materials/services expenses	40,150	25,257
Operations and maintenance expenses		
Preservation services	0	
All other operations and maintenance expenses	750	
Total operations and maintenance expenses	750	750
Total Expenses	141,178	149,383
Total Expenses (minus Fringe Benefits)	108,828	113,126

You may use the space below to provide context for the data you've reported above.This context box will not be posted on the College Navigator Website.

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Prepared by

The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data. The Keyholder will be copied on all email correspondence to other preparers.

The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS. Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.

Thank you for your assistance.

This survey component was prepared by:

⊙	Keyholder	○	SFA Contact	○	HR Contact
○	Finance Contact	○	Academic Library Contact	○	Other

Name: Troy Milligan

Email: troy.milligan@redlandscc.edu

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

3.00 Number of Staff (including yourself)

How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?

Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed		Revising Data to Match IPEDS Requirements		Entering Data		Revising and Locking Data	
Your office		hours	4.00	hours	1.00	hours		hours
Other offices	4.00	hours	4.00	hours		hours		hours

Summary

Academic Libraries Component Summary

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears in your institution's Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on your DFR. Data Feedback Reports will be available through the Data Center and sent to your institution's CEO in November 2017.

Please review your data for accuracy. If you have questions about the data displayed below after reviewing the data reported on the survey screens, please contact the IPEDS Help Desk at: 1-877-225-2568 or ipedshelp@rti.org.

Library Collections/Circulation	Physical Collection	Digital/Electronic Collection
Books	13,188	1,534
Databases		25
Media	871	21,051
Serials	22,608	0
Total Collection	36,667	22,610
Total Circulation	35,617	24,367

Expenses	Amount
Salaries and wages	$67,928
Fringe benefits	$32,350
Materials/services expenses	$40,150
Operations and maintenance expenses	$750
Total expenses	$141,178

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Edit Report

Academic Libraries

Redlands Community College (207069)

Source	Description	Severity	Resolved	Options
Screen: Expenses				
Screen Entry	The number entered (67,928) is outside the expected range of between 69,696 and 104,542 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	We had salary savings in this area that was reallocated to non-salary and non-benefits categories of expenses.			
Screen Entry	The calculated value (40,150) is outside the expected range of between 18,943 and 31,571 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	We had salary savings that were allocated to this area for various expenditures.			