

ARL STATISTICS 2007-08
WORKSHEET

This worksheet is designed to help you plan your submission for the 2007-08 *ARL Statistics*. The figures on this worksheet should be similar to those in the "Summary" page of your web form, except in cases where data are unavailable. 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, 2008 (1.a + 1.b) (1) _____

1a. Volumes held June 30, 2007 (1.a) _____

1b. Volumes added during the year (1.b.i - 1.b.ii) (1.b) _____

(i) Volumes added - Gross (1.b.i) _____

by serials unit only: 3520 by MACC only: 8135

(ii) Volumes withdrawn during year (1.b.ii) _____

by serials unit only: 94 by MACC only: 0

2. Number of monographic volumes purchased (2) 6,111 (Kingston)

3. Basis of volume count is: (3) Physical Bibliographic

only, per MACC stats)

PAGE TWO - OTHER COLLECTIONS

SERIALS

4. Total number of serial titles currently received, including periodicals (4.a + 4.b) (4) 31,443

4a. Number of serial titles currently purchased (4a.i + 4a.ii) (4a) 18,742

4a.i Electronic (4a.i) 17,272

4a.ii Print (and other format) serials purchased (4a.ii) 1,470

4b. Number of serial titles currently received but not purchased (4b.i + 4b.ii + 4b.iii + 4b.iv) (4b) 12,701

4b.i Consortial (4b.i) 0

4b.ii Freely accessible (4b.ii) 11,892

4b.iii Print (and other format) - Exchanges, gifts, etc. (4b.iii) 70

4b.iv Government documents (4b.iv) 739

5. Government documents are included in count of Current Serials? (5) Yes No

OTHER LIBRARY MATERIALS added by Serials: 212

6. Microform units (6) _____

7. Government documents not counted elsewhere *MACC: 0* (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) _____



PAGE THREE - EXPENDITURES

14. Are the below figures reported in Canadian dollars?

(14) Yes
 No

15. Total Library Materials Expenditures (15.a + 15.b + 15.c + 15.d)

(15) 3,623,515

15a. Monographs

(15a) 441,062

15b. Serial titles, including periodicals

(15b) 2,854,582

15c. Other Library Materials

(15c) 327,871

15d. Miscellaneous

*backfiles
audio/visual*

(15d) 0

✓ 16. Contract binding

(16) \$16,259

17. Total Salaries and Wages (17.a + 17.b + 17.c)

(17) _____

∅ 17a. Professional staff

(17a) _____

∅ 17b. Support staff

17b) _____

∅ 17c. Student assistants

(17c) _____

∅ 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. One-time electronic resource purchases

(21) \$ 313,560

22. Ongoing electronic resource purchases (e.g., subscriptions, annual license fees)

(22) \$ 2,410,444

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) _____

PAGE FOUR – PERSONNEL AND PUBLIC SERVICES

PERSONNEL (Round figures to nearest whole number.)

- 26. Total Staff FTE (26.a + 26.b + 26.c) (26) _____
- ~~ϕ~~ 26a. Professional staff, FTE (26a) _____
- ~~ϕ~~ 26b. Support staff, FTE (26b) _____
- ~~ϕ~~ 26c. Student assistants, FTE (26c) _____

STAFFED SERVICE POINTS AND HOURS

- ~~ϕ~~ 27. Number of staffed library service points (27) _____
- ~~ϕ~~ 28. Number of weekly public service hours (28) _____

INSTRUCTION

- ~~ϕ~~ 29. Number of library presentations to groups (29) _____
- ~~ϕ~~ 29a. Is the library presentations figure based on sampling? (29a) Yes No
- ~~ϕ~~ 30. Number of total participants in group presentations reported in line 29 (30) _____
- ~~ϕ~~ 30a. Is the total participants in group presentations figure based on sampling? (30a) Yes No

REFERENCE

- ~~ϕ~~ 31. Number of reference transactions (31) _____
- ~~ϕ~~ 31a. Is the reference transactions figure based on sampling? (31a) Yes No

CIRCULATION

- Ø 32. Number of initial circulations (excluding reserves) (32) _____
- Ø 33. Total circulations (initial and renewals, excluding reserves) (33) _____

INTERLIBRARY LOANS

- Ø 34. Total number of filled requests provided to other libraries (34) _____
- Ø 35. Total number of filled requests received from other libraries or providers (35) _____

Ph.D. DEGREES AND FACULTY

- Ø 36. Number of Ph.D.s awarded in FY2007-08 (36) _____
- Ø 37. Number of fields in which Ph.D.s can be awarded (37) _____
- Ø 38. Number of full-time instructional faculty in FY2007-08 (38) _____

ENROLLMENT – FALL 2007

(Line numbers refer to IPEDS survey form.)

- Ø 39. Full-time students, undergraduate and graduate (39) _____
(Add line 8, columns 15 & 16, and line 14, columns 15 & 16.)
- Ø 40. Part-time students, undergraduate and graduate (40) _____
(Add line 22, columns 15 & 16, and line 28, columns 15 & 16.)
- Ø 41. Full-time graduate students (Line 14, columns 15 & 16.) (41) _____
- Ø 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. Please use the footnotes in the *ARL Statistics 2006-07* for comparison if necessary. Please consult the Data Repository under www.arlstatistics.org for a copy of last year's footnotes. These can be found under "Data Repository" after you login to www.arlstatistics.org. 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, 2009.**

For assistance, please e-mail Martha Kyrillidou (martha@arl.org) or Les Bland (les@arl.org)
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