

Academic Libraries 2022-23

Institution: Berklee College of Music (164748)

User ID: P1647482

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 staff, library expenses, and library services for libraries in degree-granting postsecondary institutions.

Data Reporting Reminders

- Report data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior-year reporting.
- Report all data for fiscal year (FY) 2022. Fiscal Year 2022 is defined as the most recent 12-month period that ends before October 1, 2022, that corresponds to the institution's fiscal year.

Changes to reporting for 2022-23:

There are no changes to this survey component.

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 2022. 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**.

Screening Questions

i Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2022:

- Less than \$100,000 Greater than or equal to \$100,000

Is the library collection entirely electronic?

- No Yes

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, 2022.

		Prior Year Amount
i Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).		3
i Expenses		Amount
Total <u>salaries and wages</u> for the library staff		<input checked="" type="checkbox"/> 2,244,184 1,857,008
Are staff <u>fringe benefits</u> paid out of the library budget?		
<input checked="" type="radio"/>	No	
<input type="radio"/>	Yes	Total Fringe benefits <input type="text"/> 0
Materials/services expenses		
One-time purchases of <u>books, serial back-files</u> , and other materials		28,958
<u>Ongoing commitments to subscriptions</u>		338,018
All other materials/services costs		19,794
Total materials/services expenses		386,770 368,371
Operations and maintenance expenses		
<u>Preservation services</u>		78,653
All other operations and maintenance expenses		63,903
Total operations and maintenance expenses		<input checked="" type="checkbox"/> 142,556 83,350
Total Expenses		<input checked="" type="checkbox"/> 2,773,510 2,308,729
Total Expenses (minus Fringe Benefits)		2,773,510 2,308,729

You may use the space below to provide context for the data you've reported above.

The salaries and wages total for FY22 is much higher than FY21 because of all furloughed staff being back to work and the student worker population almost being back to pre-pandemic numbers. Historically an underfunded line, the budget for archival and preservation services saw a significant increase in FY22.

Prepared by

Prepared by

Reporting Reminders:

- 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:

<input type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact	<input type="radio"/>	HR Contact
<input type="radio"/>	Finance Contact	<input checked="" type="radio"/>	Academic Library Contact	<input type="radio"/>	Other

Name:

Email:

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

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	<input type="text" value="5.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours
Other offices	<input type="text" value="1.00"/> hours	<input type="text" value="0.00"/> hours	<input type="text" value="0.00"/> hours	<input type="text" value="1.00"/> 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 specifically for your institution through the College Navigator website and is included 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 the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the [Data Center](#) and sent to your institution's CEO in November 2023.

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	61,349	91,372
Databases		195
Media	73,619	1,598,137
Serials	11	1,846
Total Collection	134,979	1,691,550
Total Circulation	12,370	1,772,006

Expenses	Amount
Salaries and wages	\$2,244,184
Fringe benefits	N/A
Materials/services expenses	\$386,770
Operations and maintenance expenses	\$142,556
Total expenses	\$2,773,510

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (12,370) is outside the expected range of between 535 and 991 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Since resuming normal operations after being closed due to the pandemic, the Libraries resumed normal opening hours and the physical collections were available for circulation.			
Screen Entry	The Librarians(8.00) is outside the expected range compared to Librarians reported in the prior year(6.00). Please correct your data or explain. (Error #15812)	Explanation	Yes	
Reason	Staffing for was back to our pre-pandemic numbers as all furloughed staff returned to work.			
Screen Entry	The Student Assistants(65.00) is outside the expected range compared to Student Assistants reported in the prior year(27.00). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	Because the library opening hours were back to the normal pre-pandemic schedule (except for the summer months at one library), we needed to employ a higher number of student workers.			
Screen Entry	The number entered (1,598,137) is outside the expected range of between 846,998 and 1,572,994 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Most of the seven new database subscriptions for the year are rich in media content, which has greatly increased our online audio and video holdings.			
Screen Entry	The number entered (11) is outside the expected range of between 63 and 115 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	A weeding of the remaining print journal subscriptions was completed. Some titles were dropped from the library's collections, and others were switched over to online subscriptions.			
Screen Entry	The number entered (1,846) is outside the expected range of between 927 and 1,721 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Many of our former print serials subscriptions have been transferred over to online subscriptions. We also increased our online serials offerings with more content.			
Screen: Expenses				
Screen Entry	The number entered (2,244,184) is outside the expected range of between 1,485,607 and 2,228,409 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	The salaries and wages total for FY22 is much higher than FY21 because of all furloughed staff being back to work and the student worker population almost being back to pre-pandemic numbers.			
Screen Entry	The calculated value (142,556) is outside the expected range of between 54,178 and 112,522 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Historically an underfunded line, the budget for archival and preservation services saw a significant increase in FY22, hence the large increase in the Preservation Services column.			
Screen Entry	The calculated value (2,773,510) is outside the expected range of between 1,846,984 and 2,770,474 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	The salaries and wages total for FY22 is much higher than FY21 because of all furloughed staff being back to work and the student worker population almost being back to pre-pandemic numbers. Historically an underfunded line, the budget for archival and preservation services saw a significant increase in FY22, hence the large increase in the Preservation Services column.			