

## Academic Libraries 2016-17

Institution: Berklee College of Music (164748)

User ID: P1647483

### 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 2016-17 Academic Libraries component from the 2015-16 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) 2016. Fiscal year 2016 is defined as the most recent 12-month period that ends before October 1, 2016, 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 2016. 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

Were your annual total library expenses for Fiscal Year 2016:

Less than \$100,000

Greater than or equal to \$100,000

Is the library collection entirely electronic?

No

Yes

## Library Collections/Circulation and Interlibrary Loan Services

Section I:  
 For all degree-granting institutions with  
 library expenses >0

**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 2016.**

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	35,585		140,000	30,101	
Databases			139	87	
Media	73,574	57,414	202,863	21,452	
Serials	203		120		
<b>Total</b>	109,362		343,122		452,484
<b>Library Circulation</b>	49,985		207,540	28,350	257,525

Does your institution have Interlibrary Loan Services ?

- No  
 Yes

Interlibrary Loan Services	Number	Prior Year Amount
Total interlibrary loans and documents provided to other libraries	628	964
Total interlibrary loans and documents received	1,096	361

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](#).

The significant increases in the Digital/Electronic Books and Media counts are due to the licensing of additional databases, plus a move to Patron Driven Acquisition and Collections model for ebook licensing.

## 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, 2016.		
		Prior Year Amount
<b>?</b> Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).	3	1
<b>?</b> Expenses	Amount	
Total <u>salaries and wages</u> for the library staff	1,164,268	924,616
<b>Are staff fringe benefits paid out of the library budget?</b>		
<input checked="" type="radio"/> No		
<input type="radio"/> Yes	<b>Total Fringe benefits</b>	<b>276,201</b>
<b>Materials/services expenses</b>		
One-time purchases of <u>books, serial backfiles</u> , and other materials	110,102	
Ongoing <u>commitments to subscriptions</u>	153,170	
All other materials/service cost	45,680	
<b>Total materials/services expenses</b>	308,952	<b>172,403</b>
<b>Operations and maintenance expenses</b>		
Preservation services	6,211	
All other operations and maintenance expenses	90,261	
<b>Total operations and maintenance expenses</b>	96,472	<b>85,812</b>
<b>Total Expenses</b>	1,569,692	<b>1,459,032</b>
<b>Total Expenses (minus Fringe Benefits)</b>	1,569,692	<b>1,182,831</b>

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](#).

## Prepared by

### 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: Heather Reid
Email: hreid@berklee.edu

How long did it take to prepare this survey component?	2 hours	minutes
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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.

**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 2016.

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](mailto:ipedshelp@rti.org).

<b>Library Collections/Circulation</b>	<b>Physical Collection</b>	<b>Digital/Electronic Collection</b>
Books	35,585	140,000
Databases		139
Media	73,574	202,863
Serials	203	120
Total Collection	109,362	343,122
Total Circulation	49,985	207,540

<b>Expenses</b>	<b>Amount</b>
Salaries and wages	\$1,164,268
Fringe benefits	N/A
Materials/services expenses	\$308,952
Operations and maintenance expenses	\$96,472
Total expenses	\$1,569,692

## Academic Libraries

## Berklee College of Music (164748)

Source	Description	Severity	Resolved	Options
<b>Screen: Collections/Circulation and Interlibrary Loan Services</b>				
Screen Entry	The number entered (140,000) is outside the expected range of between 21,071 and 39,131 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Implementation of a new statistics package for reporting on usage of our online resources has significantly improved accuracy of our data. This accounts for the sharp increase in figures noted here.			
Screen Entry	The number entered (628) is outside the expected range of between 675 and 1,253 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	We have met some of our ILL needs through the use of CCC's Get It Now service since it provides expedited delivery of the materials in question.			
Screen Entry	The number entered (1,096) is outside the expected range of between 253 and 469 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	This number reflects both the Stan Getz Library & the Alphin Library, which has a significantly higher rate of ILL incoming requests than the Stan Getz Library has had historically.			
<b>Screen: Expenses</b>				
Screen Entry	The number of branch and independent libraries is expected to be equal to the prior year value. Please correct your data or explain. (Error #15021)	Explanation	Yes	
Reason:	The merger of Berklee with the Boston Conservatory has resulted in the increased count of libraries. The two additional branch libraries are the Alphin Library at the Conservatory and the Performance Library at the Conservatory.			
Screen Entry	The number entered (1,164,268) is outside the expected range of between 739,693 and 1,109,539 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	The higher figure here reflects the addition of salaries for the library staff at the Conservatory.			
Screen Entry	Your response to whether staff fringe benefits are paid out of the library budget is expected to be the same as your response in the prior year Academic Libraries survey. Please correct your data or explain. (Error #15014)	Explanation	Yes	
Reason:	The reporting of these expenses as being within the Library budget was an error. These benefits are in fact paid out of the central HR budget.			
Screen Entry	The calculated value (308,952) is outside the expected range of between 129,303 and 215,503 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	The figures include both the Stan Getz Library and the Albert Alphin Library. As a result, many of the total have increased significantly.			