

IPEDS 2023-24 Data Collection System

IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org
OMB NO. 1850-0582 v.32 : Approval Expires 8/31/2025
User ID: P1879671

Academic Libraries 2023-24

Institution: New Mexico Institute of Mining and Technology (187967)

User ID: P1879671

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) 2023. Fiscal Year 2023 is defined as the most recent 12-month period that ends before October 1, 2023, that corresponds to the institution's fiscal year.

Changes to reporting for 2023-24:

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 2023. 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 (including staff salaries and wages) for Fiscal Year 2023:

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

Is the library collection entirely electronic?

- No Yes

Library Collections/Circulation, Interlibrary Loan Services, and Library Staff

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 2023.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	<input checked="" type="checkbox"/>	516,629	213,150	657,129	713,225
Databases				289	294
Media	<input checked="" type="checkbox"/>	168,405	75,100	9,747	4,878
Serials	<input checked="" type="checkbox"/>	28,384	21,572	65,319	752,887
Total		<input checked="" type="checkbox"/> 713,418	309,822	<input checked="" type="checkbox"/> 732,484	1,471,284
Library Circulation	<input checked="" type="checkbox"/>	2,738	15,420	89,000	89,108
					91,738

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	492	608
Total interlibrary loans and documents received	691	609

Does your institution have Library Staff?

- No
- Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	3.00	3.00
Other Professional Staff	<input checked="" type="checkbox"/> 1.00	3.00
All Other Paid Staff (Except Student Assistants)	3.00	3.00
Student Assistants	15.00	12.00
Total	22.00	21.00

You may use the box below to provide additional context for the data you have reported above.

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, 2023.

		Prior Year Amount
1 Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).		1
Expenses		Amount
Total <u>salaries and wages</u> for the library staff		339,039 322,474
Are staff <u>fringe benefits</u> paid out of the library budget?		
<input type="radio"/>	No	
<input checked="" type="radio"/>	Yes	Total Fringe benefits <input checked="" type="checkbox"/> 105,551 135,378
Materials/services expenses		
One-time purchases of <u>books, serial back-files,</u> and other materials	10,970	20,000
<u>Ongoing commitments to subscriptions</u>	1,313,752	1,360,000
All other materials/services costs	49,489	18,000
Total materials/services expenses	1,374,211	1,398,000
Operations and maintenance expenses		
<u>Preservation services</u>	0	33,000
All other operations and maintenance expenses	95,183	10,000
Total operations and maintenance expenses	<input checked="" type="checkbox"/> 95,183	43,000
Total Expenses	1,913,984	1,898,852
Total Expenses (minus Fringe Benefits)	1,808,433	1,763,474

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

Institution: New Mexico Institute of Mining and Technology (187967)

User ID: P1879671

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 checked="" type="radio"/>	Keyholder	<input type="radio"/>	SFA Contact	<input type="radio"/>	HR Contact
<input type="radio"/>	Finance Contact	<input type="radio"/>	Academic Library Contact	<input type="radio"/>	Other
Name: <input type="text" value="Steph Moore"/>					
Email: <input type="text" value="steph.moore@nmt.edu"/>					

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="0.50"/> hours	<input type="text" value="0.50"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="0.25"/> hours
Other offices	<input type="text" value="24.00"/> hours	<input type="text" value="0.00"/> hours	<input type="text" value="0.00"/> hours	<input type="text" value="0.00"/> hours

Summary

Academic Libraries Component Summary

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 institution's Data Feedback Report (DFR). In addition, all data reported in IPEDS survey components become publicly available through the [IPEDS Use the Data](#) and appear as aggregated statistics in various Department of Education reports. [College Navigator](#) is updated approximately three months after the data collection period closes and DFRs will be available through the [IPEDS Use the Data](#) and sent to your institution's CEO at the end of 2024.

Please review your data for accuracy. If you have questions about the data displayed below or 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	Digital/Electronic
Books	516,629	657,129
<u>Databases</u>		289
<u>Media</u>	168,405	9,747
<u>Serials</u>	28,384	65,319
Total	713,418	732,484
Library Circulation	2,738	89,000

Interlibrary Loan Services	Total interlibrary loans and documents provided to other libraries : 492 Total interlibrary loans and documents received : 691 Librarians : 3.00
Library Staff	Other Professional Staff : 1.00 All Other Paid Staff (Except Student Assistants) : 3.00 Student Assistants : 15.00

Expenses	Amount
Branch and independent libraries	1
Salaries and wages	339,039
Fringe benefits	105,551
Total materials/services expenses	1,374,211
Total operations and maintenance expenses	95,183
Total Expenses	1,913,984

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation/Interlibrary Loan Services and Staff				
Screen Entry	The number entered (516,629) is outside the expected range of between 149,205 and 277,095 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The number entered (168,405) is outside the expected range of between 52,570 and 97,630 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The calculated value (713,418) is outside the expected range of between 216,876 and 402,768 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The number entered (2,738) is outside the expected range of between 10,794 and 20,046 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The number entered (9,747) is outside the expected range of between 3,415 and 6,341 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The calculated value (732,484) is outside the expected range of between 1,029,899 and 1,912,669 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The number entered (28,384) is outside the expected range of between 15,101 and 28,043 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The number entered (65,319) is outside the expected range of between 527,021 and 978,753 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The Other Professional Staff(1.00) is outside the expected range compared to Other Professional Staff reported in the prior year(3.00). Please correct your data or explain. (Error #15813)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen: Expenses				
Screen Entry	The number entered (105,551) is outside the expected range of between 108,303 and 162,453 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			
Screen Entry	The calculated value (95,183) is outside the expected range of between 27,950 and 58,050 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Due to various constraints, these numbers represent best-guess estimates.			