

# IPEDS 2022-23 Data Collection System

IPEDS HELP DESK (877) 225-2568 | [ipedshelp@rti.org](mailto:ipedshelp@rti.org)  
OMB NO. 1850-0582 v.30 : Approval Expires 8/31/2025  
User ID: P1381871

## Academic Libraries 2022-23

Institution: Valencia College (138187)

User ID: P1381871

### 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**.

Institution: Valencia College (138187)

User ID: P1381871

### Screening Questions

**❗** 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

Institution: Valencia College (138187)

User ID: P1381871

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 2022.

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	134,692	161,121	274,103	241,389	
Databases			160	147	
Media	6,830	8,755	90,582	86,919	
Serials	906	784	50,457	44,174	
<b>Total</b>	<b>142,428</b>	<b>170,660</b>	<b>415,302</b>	<b>372,629</b>	<b>557,730</b>

<input checked="" type="checkbox"/> Library Circulation	<input type="text" value="24,541"/>	398	<input type="text" value="789,536"/>	623,717	814,077
---	-------------------------------------	-----	--------------------------------------	---------	---------

Does your institution have Interlibrary Loan Services ?

- No
- Yes

<u>Interlibrary Loan Services</u>	Number	Prior Year Amount
Total interlibrary loans and documents provided to other libraries	<input type="text" value="311"/>	0
Total interlibrary loans and documents received	<input checked="" type="checkbox"/> <input type="text" value="100"/>	30

Does your institution have Library Staff?

- No
- Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	<input type="text" value="24.92"/>	21.11
Other Professional Staff	<input type="text" value="0.00"/>	0.00
All Other Paid Staff (Except Student Assistants)	<input checked="" type="checkbox"/> <input type="text" value="36.64"/>	27.93
Student Assistants	<input checked="" type="checkbox"/> <input type="text" value="1.78"/>	0.31
<b>Total</b>	<b>63.34</b>	<b>49.35</b>

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

Library Circulation -physical increased due to the libraries opening buildings to faculty, staff, and students in Fall 2021 after having been closed from March 16, 2020 to August 22, 2021. With buildings open again, students began requesting interlibrary loans again and we were able to both send and receive materials. Additional paid staff were needed upon our reopening of library buildings and students were able to be used again with their return to campus.

Institution: Valencia College (138187)

## Expenses

## Section II: For degree-granting institutions with library expenses &gt;= \$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
<b>i</b> Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).		6
<b>i</b> Expenses		Amount
<b>Total salaries and wages</b> for the library staff		3,437,255
<b>Total salaries and wages</b> for the library staff		3,634,166
<b>Are staff fringe benefits paid out of the library budget?</b>		
<input type="radio"/>	No	
<input checked="" type="radio"/>	Yes	
<b>Total Fringe benefits</b>		336,303
<b>Total Fringe benefits</b>		2,729,057
<b>Materials/services expenses</b>		
One-time purchases of <u>books, serial back-files</u> , and other materials		37,102
<u>Ongoing commitments to subscriptions</u>		406,839
All other materials/services costs		158,113
<b>Total materials/services expenses</b>		602,054
<b>Total materials/services expenses</b>		1,289,130
<b>Operations and maintenance expenses</b>		
<u>Preservation services</u>		0
All other operations and maintenance expenses		427,886
<b>Total operations and maintenance expenses</b>		427,886
<b>Total operations and maintenance expenses</b>		459,030
<b>Total Expenses</b>		4,803,498
<b>Total Expenses (minus Fringe Benefits)</b>		4,467,195
<b>Total Expenses</b>		8,111,383
<b>Total Expenses (minus Fringe Benefits)</b>		5,382,326

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

The Fringe benefits variance is due to journal entries made for the distribution of the FY2122 Health Insurance Subsidy & FRS Pension contributions. As a result of an increase in investment returns, the funded ratio was higher, causing the college's proportionate share of net pension expense to decrease. The Total materials/services expense last year included a one time payment to FLVC of \$706,913 so the number this year is back to a more normal range for these expenses. Both of these caused the Total Expenses to be less than the year before.

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="8.00"/> 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="2.00"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours

Institution: Valencia College (138187)

User ID: P1381871

## 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](mailto:ipedshelp@rti.org).

Library Collections/Circulation	Physical Collection	Digital/Electronic Collection
Books	134,692	274,103
Databases		160
Media	6,830	90,582
Serials	906	50,457
Total Collection	142,428	415,302
Total Circulation	24,541	789,536

Expenses	Amount
Salaries and wages	\$3,437,255
Fringe benefits	\$336,303
Materials/services expenses	\$602,054
Operations and maintenance expenses	\$427,886
Total expenses	\$4,803,498

## Edit Report

## Academic Libraries

Source	Description	Severity	Resolved	Options
<b>Screen: Collections/Circulation/Interlibrary Loan Services and Staff</b>				
Screen Entry	The number entered (24,541) is outside the expected range of between 279 and 517 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Library Circulation - physical increased due to the libraries opening buildings to faculty, staff, and students in Fall 2021 after having been closed March 16, 2020 to August 22, 2021.			
Screen Entry	The number entered (100) is outside the expected range of between 21 and 39 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	With library buildings open again for Fall 2021, students began to requesting interlibrary loans again and we were able to send and receive materials.			
Screen Entry	The All Other Paid Staff(36.64) is outside the expected range compared to All Other Paid Staff reported in the prior year(27.93). Please correct your data or explain. (Error #15814)	Explanation	Yes	
Reason	Additional paid staff were added for Fall 2021 when library buildings opened again. We continued to serve students remotely and on campus requiring additional staffing.			
Screen Entry	The Student Assistants(1.78) is outside the expected range compared to Student Assistants reported in the prior year(0.31). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	When library buildings reopened in Fall 2021, students returned to campus and were able to be used again for work study in libraries.			
<b>Screen: Expenses</b>				
Screen Entry	The number entered (336,303) is outside the expected range of between 2,183,246 and 3,274,868 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	The fringe benefits variance is due to journal entries made for the distribution of the FY2122 Health Insurance Subsidy & FRS Pension contributions. As a result of an increase in investment returns, the funded ratio was higher, causing the college's proportionate share of net pension expense to decrease.			
Screen Entry	The calculated value (602,054) is outside the expected range of between 966,848 and 1,611,412 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	The Total materials/services expense last year included a one time payment to FLVC of \$706,913, so the number this year is in a more normal range for these expenses.			
Screen Entry	The calculated value (4,803,498) is outside the expected range of between 6,489,107 and 9,733,659 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Total Expenses were less due to the drop in expenses for Fringe Benefits and because of the large one-time payment the year before to FLVC that we did not incur again this year, lowering our materials/services expense.			