2011 ACADEMIC LIBRARIES SURVEY

Institution: Clarion University
Address: 840 Wood Street, Clarion, PA 16214

Identification No:
Name of Respondent   Terry S. Latour
Title: Dean of Libraries
Phone Number: 814-393-1931

SURVEY ELIGIBILITY

Please answer the following questions:

		YES/NO
a.	Do your total library expenditures exceed $10,000?	Yes
b.	Do you have an organized collection of printed or other materials or a combination thereof?	Yes
c.	Do you have paid, trained library staff to provide and interpret library materials to meet the informational, cultural, recreational, or educational needs of clientele?	Yes
d.	Do you have established hours of operation during which paid, trained staff are available to meet the informational service needs of clientele?	Yes
e.	Does the library have the physical facilities necessary to support such a collection, staff, and schedule?	Yes

PART A - NUMBER OF PUBLIC SERVICE OUTLETS, FISCAL YEAR 2011

Line No.	Item	Number
01	Branch and independent libraries - Exclude main or central library	One

PART B - LIBRARY STAFF, FALL 2011

(Exclude maintenance and custodial staff, volunteers and contributed services staff)
NOTE: Report FTE data to two decimals.

Line No.	Staff	Number of full-time equivalents (FTEs)	Salaries and wages (whole dollars only)
02	Librarians	9.00	$674,305
03	Other Professional Staff	2.00	$198,379
04	**Total librarians and other professional staff (Sum of lines 2 and 3)**	11.00	$872,684
05	All other paid staff (except student assistants)	13.00	$586,051
06	Student assistants from all funding sources	9.49	$134,122
07	**Total full-time equivalent (FTE) staff (Sum of lines 4 to 6)**	33.49	$1,592,857
08a	Are employee fringe benefits paid from the library budget? If no, skip to Part C, line 10.	Yes	
08b	Employee fringe benefits (if paid from library budget)	$605,914	

PART C - LIBRARY EXPENDITURES, FISCAL YEAR 2011

NOTE: See instructions for definitions

Line No.		Amount (whole dollars only)
09	Total salaries and wages	$1,592,857
	Information resources:	
10	Books, serial backfiles and other materials (one-time purchases)	$188,320
11	Electronic	$55,967
12	Audiovisual	$6,798
13	Current serial subscriptions (ongoing commitments)	$459,818
14	Electronic serials	$256,175
	Other information resources:	
15	Document delivery/interlibrary loan	$13,039
16	Preservation	$12,541
17	Other expenditures for information resources	$22,787
	Operating expenditures:	
18	Computer hardware and software (include maintenance)	$25,485
19	Bibliographic utilities, networks and consortia	$79,551
20	All other operating expenditures	$54,334
21	TOTAL EXPENDITURES (Sum lines 09, 10, 13, 15 through 20)	$2,448,732

PART D - LIBRARY COLLECTIONS, FISCAL YEAR 2011

Line No.	Collections	Added during the Fiscal Year	Held at end of Fiscal Year
22	Books, serial backfiles and other paper materials (include government documents)	3306	446806
23	E-Books	5718	27917
24	Microforms	14	1504934
25	Audiovisual materials	6284	14577
26	Current serial subscriptions	9225	33515
27	Electronic reference sources and aggregation services	52	211
28	Is the library collection entirely electronic?	No	

PART E - LIBRARY SERVICES, FISCAL YEAR 2011

Note: See instructions for definitions.

Line No.	Services	Number
	Interlibrary loans provided to other libraries:	
29	Returnable	2,191
30	Non-returnable	2,335
31	**Total provided** (sum lines 29 and 30)	4,526
	Interlibrary loans received from other libraries:	
32	Returnable	1625
33	Non-returnable	1396
34	Total provided (sum lines 32 and 33)	3,021
35	Documents delivered from commercial services	0
36	General circulation transactions	106244
37	Reserve circulation transactions	9362
	Information services to groups:	
38	Number of presentations	122
39	Total attendance at all presentations	2389
	Information services to individuals:	
	Reference (under 20 minutes):	
40	In-Person:	8503
41	Virtual	361
42	Total Reference (sum lines 40 and 41)	8864
	Consultations (20 minutes or more):	
43	In-Person:	187
44	Virtual	21
45	Total Consultations (sum lines 43 and 44)	208
46	Total information services to individuals (sum lines 42 and 45)	9072

If no, skip to Part C, line 10.

PART F - LIBRARY SERVICES, TYPICAL WEEK, FALL 2011

NOTE: See instructions for definitions

Line No.	Services	Number in a typical week
47	Number of weekly public service hours	92
48	Gate count in a typical week	10509

PART G - ELECTRONIC SERVICES, FISCAL YEAR 2011

Please respond to each item by selecting "Y" or "N". If answering for more than one library, select "Y", if at least one has the service.

Line No.	Services	Yes/No
	Does your library provide the following?	
49	Documents digitized by the library staff	Yes
50	Library reference service by e-mail or the Web	Yes
51	Technology to assist patrons with disabilities (e.g., TDD, specially equipped work stations)	Yes
52	Electronic theses and dissertations produced by your students	No

If no, skip to Part C, line 10.

PART H - INFORMATION LITERACY, FISCAL YEAR 2011

NOTE: See instructions for definitions

Line No.		Yes/No
	Does your postsecondary institution have the following, or has it done the	
53	A definition of information literacy or of an information literate	Yes
54	Incorporated information literacy in the institution's mission	No
55	Incorporated information literacy in the institution's strategic plan (If no, skip remaining questions in this section)	No
56	An institution-wide committee to implement the strategic plans for information literacy	No
57	The strategic plan formally recognizes the library's role in information literacy instruction	No

PART I - VIRTUAL REFERENCE, FISCAL YEAR 2011

NOTE: See instructions for definitions

Line No.		Yes/No
58	Does your library support virtual reference services?	Yes
	If no, skip remaining questions	
	If yes, does your library utilize any of the following and does it collect usage statistics from any of the virtual reference utilities?	
59	E-mail reference	Yes
60	Chat reference, commercial service	No
61	Chat reference, instant messaging applications	Yes
62	Short message service (SMS) or text messaging	Yes