

# IPEDS 2021-22 Data Collection System

IPEDS HELP DESK (877) 225-2568 | [ipedshelp@rti.org](mailto:ipedshelp@rti.org)  
OMB NO. 1850-0582 v.29 : Approval Expires 8/31/2022  
User ID: P1812151

## Academic Libraries 2021-22

Institution: University of Nebraska at Kearney (181215)

User ID: P1812151

### 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. For example, if a summer term began later than usual due to Coronavirus Pandemic postponements, continue to report using the timeframes as defined in the IPEDS instructions. NCES expects that some data reported during the 2021-22 data collection year will vary from established prior trends due to the impacts of Coronavirus Pandemic. If an error edit is triggered even when submitting accurate data, please indicate in the corresponding context box or verbally to the Help Desk that the seemingly inconsistent data are accurate and reflect the effects of Coronavirus Pandemic.
- Report all data for fiscal year (FY) 2021. Fiscal Year 2021 is defined as the most recent 12-month period that ends before October 1, 2021, that corresponds to the institution's fiscal year.

#### Changes to reporting for 2021-22:

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 2021. 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](#)
- Visit the [Academic Libraries Resource](#) page for additional reporting resources.
- 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: University of Nebraska at Kearney (181215)

User ID: P1812151

### Screening Questions

**i** Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2021:

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

Is the library collection entirely electronic?

- No     Yes

Institution: University of Nebraska at Kearney (181215)

User ID: P1812151

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 2021.

Library Collections	Physical			Digital/Electronic		Total
		Prior Year Amount			Prior Year Amount	
Books	<input type="text" value="291,744"/>	250,693	<input checked="" type="checkbox"/>	<input type="text" value="781,708"/>	228,355	
Databases				<input type="text" value="251"/>	249	
Media	<input checked="" type="checkbox"/> <input type="text" value="59,253"/>	11,638	<input checked="" type="checkbox"/>	<input type="text" value="91,731"/>	154,606	
Serials	<input type="text" value="6,354"/>	5,119		<input type="text" value="81,448"/>	100,621	
<b>Total</b>	<input checked="" type="checkbox"/> <b>357,351</b>	<b>267,450</b>		<input checked="" type="checkbox"/> <b>955,138</b>	<b>483,831</b>	<b>1,312,489</b>
<b>Library Circulation</b>	<input checked="" type="checkbox"/> <input type="text" value="6,942"/>	<b>10,077</b>	<input checked="" type="checkbox"/>	<input type="text" value="23,446"/>	<b>160,919</b>	<b>30,388</b>

**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	<input type="text" value="992"/>	1,060
Total interlibrary loans and documents received	<input checked="" type="checkbox"/> <input type="text" value="1,726"/>	1,160

**Does your institution have Library Staff?**

- No
- Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	<input type="text" value="6.75"/>	9.00
Other Professional Staff	<input type="text" value="7.00"/>	6.00
All Other Paid Staff (Except Student Assistants)	<input type="text" value="7.50"/>	7.00
Student Assistants	<input type="text" value="3.87"/>	3.00
<b>Total</b>	<b>25.12</b>	<b>25.00</b>

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

Institution: University of Nebraska at Kearney (181215)

User ID: P1812151

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, 2021.

		Prior Year Amount
<b>① Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).</b>		0
<b>① Expenses</b>		<b>Amount</b>
<b>Total <u>salaries and wages</u> for the library staff</b>		1,290,011
<b>Are staff <u>fringe benefits</u> paid out of the library budget?</b>		
<input type="radio"/> No		
<input checked="" type="radio"/> Yes		
<b>Total Fringe benefits</b>		352,148
<b>Materials/services expenses</b>		
One-time purchases of <u>books, serial back-files</u> , and other materials		39,477
<u>Ongoing commitments to subscriptions</u>		724,010
All other materials/services costs		54,390
<b>Total materials/services expenses</b>		<b>817,877</b>
<b>Operations and maintenance expenses</b>		
<u>Preservation services</u>		304
All other operations and maintenance expenses		161,401
<b>Total operations and maintenance expenses</b>		<b>161,705</b>
<b>Total Expenses</b>		<b>2,621,741</b>
<b>Total Expenses (minus Fringe Benefits)</b>		<b>2,269,593</b>

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

Institution: University of Nebraska at Kearney (181215)

User ID: P1812151

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="2.00"/> hours	<input type="text" value="2.00"/> hours	<input type="text" value="2.00"/> hours	<input type="text"/> hours
Other offices	<input type="text" value="6.00"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours

Institution: University of Nebraska at Kearney (181215)

User ID: P1812151

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 2021.

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	291,744	781,708
Databases		251
Media	59,253	91,731
Serials	6,354	81,448
Total Collection	357,351	955,138
Total Circulation	6,942	23,446

Expenses	Amount
Salaries and wages	\$1,290,011
Fringe benefits	\$352,148
Materials/services expenses	\$817,877
Operations and maintenance expenses	\$161,705
Total expenses	\$2,621,741

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
<b>Screen: Collections/Circulation/Interlibrary Loan Services and Staff</b>				
Screen Entry	The number entered (59,253) is outside the expected range of between 8,147 and 15,129 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	There is not a dramatic change in the library's actual collections compared with the previous year. Rather, when the NU Libraries moved to an Alma environment (that is, in addition, shared across the system), our method and tools for counting changed, which is what influenced the numbers.			
Screen Entry	The calculated value (357,351) is outside the expected range of between 187,215 and 347,685 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	This value is the total of three other values, one of which has already been challenged and explained. For an explanation of this figure please refer to the explanation for figure 59,253, Error #15015.			
Screen Entry	The number entered (6,942) is outside the expected range of between 7,054 and 13,100 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Circulation was up in FY2020 because the library offered to retrieve books for patrons and the patrons were able to just come pick them up. FY2021 patrons did more in-house usage than in FY2020.			
Screen Entry	The number entered (781,708) is outside the expected range of between 159,849 and 296,861 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	This year's figure includes Government Documents. Since last year, the library has made more online books available in the catalog that are Open Access, and that are Government Documents, through shared records with other NU Campuses in Alma's Network Zone.			
Screen Entry	The number entered (91,731) is outside the expected range of between 108,225 and 200,987 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	There is not a dramatic change in the library's actual collections compared with the previous year. Rather, when the NU Libraries moved to an Alma environment (that is, in addition, shared across the system), our method and tools for counting changed, which is what influenced the numbers.			
Screen Entry	The calculated value (955,138) is outside the expected range of between 338,682 and 628,980 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	This value is the total of four other values, two of which have already been challenged and explained. For an explanation for this figure, please refer to the explanations for figures 781,708 and 91,731, Error #15015.			
Screen Entry	The number entered (23,446) is outside the expected range of between 112,644 and 209,194 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	FY2020/2021 figures are reported in accordance with 2020/2021 ACRL Survey Instructions. Last year's figures were changed by ACRL to reflect IPEDS reporting instructions.			
Screen Entry	The number entered (1,726) is outside the expected range of between 812 and 1,508 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	During FY2020/2021 the number of Returnable Interlibrary Loans and Documents Received increased due to the impact of COVID-19 and many libraries remaining closed to public access. The number of Non-Returnable Interlibrary Loans and Documents Received remained within the acceptable range.			
<b>Screen: Expenses</b>				
Screen Entry	The calculated value (161,705) is outside the expected range of between 185,783 and 385,855 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	During FY2021 the library had to pay more into the University of Nebraska Consortium of Libraries (UNCL), so we had to decrease our book budget to cover those extra costs. In addition, we had fewer faculty on campus ordering books due to the pandemic. Many classes were taught online.			