### 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 no changes to the 2018-19 Academic Libraries component from the 2017-18 collection. Visit the Academic Libraries Resource page for additional reporting resources.

### Data Reporting Reminders

Report all data for fiscal year (FY) 2018. Fiscal Year 2018 is defined as the most recent 12-month period that ends before October 1, 2018, 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 2018. 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

<table>
<thead>
<tr>
<th>Question</th>
<th>Option 1</th>
<th>Option 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Were your annual total library expenses for Fiscal Year 2018:</strong></td>
<td>Less than $100,000</td>
<td>Greater than or equal to $100,000</td>
</tr>
<tr>
<td><strong>Is the library collection entirely electronic?</strong></td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Institution: University of Puerto Rico-Medical Sciences (243203)
User ID: P2432031
# Library Collections/Circulation and Interlibrary Loan Services

**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 2018.

<table>
<thead>
<tr>
<th>Library Collections</th>
<th>Physical</th>
<th>Digital/Electronic</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books</td>
<td>47,731</td>
<td>2,300</td>
<td>2,279</td>
</tr>
<tr>
<td>Databases</td>
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<td>1,454</td>
<td>143</td>
<td></td>
</tr>
<tr>
<td>Serials</td>
<td>1,555</td>
<td>3,658</td>
<td>4,794</td>
</tr>
<tr>
<td>Total</td>
<td>50,740</td>
<td>50,437</td>
<td>53,930</td>
</tr>
</tbody>
</table>

| Library Circulation | 2,308  | 2,640  | 337   | 389   | 2,645 |

## Does your institution have Interlibrary Loan Services?
- No
- Yes

<table>
<thead>
<tr>
<th>Interlibrary Loan Services</th>
<th>Number</th>
<th>Prior Year Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total interlibrary loans and documents provided to other libraries</td>
<td>985</td>
<td>1,498</td>
</tr>
<tr>
<td>Total interlibrary loans and documents received</td>
<td>679</td>
<td>881</td>
</tr>
</tbody>
</table>

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.
Institution: University of Puerto Rico-Medical Sciences (243203)
User ID: P2432031

**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, 2018.

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<tr>
<th>Expenses</th>
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<th>Prior Year Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Indicate the number of branch and independent libraries</strong> (exclude the main or central library).</td>
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<td>0</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
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<td></td>
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<tr>
<td><strong>Amount</strong></td>
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<tr>
<td>Total salaries and wages for the library staff</td>
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<td>Are staff fringe benefits paid out of the library budget?</td>
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<td></td>
</tr>
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<td>Total Fringe benefits</td>
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Prepared by
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:

- Keyholder
- SFA Contact
- HR Contact
- Finance Contact
- Academic Library Contact
- Other

Name: Carmen Santos-Corrada
Email: carmen.santos4@upr.edu

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

7.00 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.

<table>
<thead>
<tr>
<th>Staff member</th>
<th>Collecting Data Needed</th>
<th>Revising Data to Match IPEDS Requirements</th>
<th>Entering Data</th>
<th>Revising and Locking Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your office</td>
<td>36.00 hours</td>
<td>37.50 hours</td>
<td>6.00 hours</td>
<td>2.00 hours</td>
</tr>
<tr>
<td>Other offices</td>
<td>40.00 hours</td>
<td>0.00 hours</td>
<td>3.00 hours</td>
<td>1.00 hours</td>
</tr>
</tbody>
</table>
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 2018.

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.

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<th>Severity</th>
<th>Resolved</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Screen:</strong> Collections/Circulation and Interlibrary Loan Services</td>
<td>The number entered (985) is outside the expected range of between 1,049 and 1,947 compared to the prior year value. Please correct your data or explain. (Error #15015)</td>
<td>Explanation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td><strong>Reason:</strong></td>
<td>Printed journals collection are packed due to a remodeling project.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Screen:</strong> Entries</td>
<td>The number entered (1,555) is outside the expected range of between 2,561 and 4,755 compared to the prior year value. Please correct your data or explain. (Error #15015)</td>
<td>Explanation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td><strong>Reason:</strong></td>
<td>This is only the serial titles registered in Horizon (the Online Catalog)</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>Screen:</strong> Entries</td>
<td>The number entered (745) is outside the expected range of between 3,356 and 6,232 compared to the prior year value. Please correct your data or explain. (Error #15015)</td>
<td>Explanation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td><strong>Reason:</strong></td>
<td>The UPR - MSC did not renew its subscription to Elsevier, Wiley, and American Chemical Society for the year 2017-2018 considered in this survey. The UPR System assigned budget priorities/decisions according to library client’s utilization of databases, subscriptions included on each database, alignment with UPR Fiscal Plan certified by FOMB under PROMESA Federal Law and the impact of Hurricane Irma and Maria that stroke the Island on September 2017 for the considered year.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Screen:</strong> Entries</td>
<td>The calculated value (3,190) is outside the expected range of between 5,052 and 9,382 compared to the prior year value. Please correct your data or explain. (Error #15027)</td>
<td>Explanation</td>
<td>Yes</td>
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</tr>
<tr>
<td><strong>Reason:</strong></td>
<td>The UPR - MSC did not renew its subscription to Elsevier, Wiley, and American Chemical Society for the year 2017-2018 considered in this survey. The UPR System assigned budget priorities/decisions according to library client’s utilization of databases, subscriptions included on each database, alignment with UPR Fiscal Plan certified by FOMB under PROMESA Federal Law and the impact of Hurricane Irma and Maria that stroke the Island on September 2017 for the considered year.</td>
<td></td>
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</tr>
<tr>
<td><strong>Screen:</strong> Entries</td>
<td>The number entered (2) is outside the expected range of between 1 and 1 compared to the prior year value. Please correct your data or explain. (Error #15015)</td>
<td>Explanation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td><strong>Reason:</strong></td>
<td>Data provided last year was not correct.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Screen: Expenses

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
<th>Severity</th>
<th>Resolved</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Screen:</strong></td>
<td>The calculated value (967,136) is outside the expected range of between 1,338,351 and 2,230,585 compared to the prior year value. Please correct your data or explain. (Error #15027)</td>
<td>Explanation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td><strong>Reason:</strong></td>
<td>The UPR - MSC did not renew its subscription to Elsevier, Wiley, and American Chemical Society for the year 2017-2018 considered in this survey. The UPR System assigned budget priorities/decisions according to library client’s utilization of databases, subscriptions included on each database, alignment with UPR Fiscal Plan certified by FOMB under PROMESA Federal Law and the impact of Hurricane Irma and Maria that stroke the Island on September 2017 for the considered year.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Screen:</strong></td>
<td>The calculated value (2,811,850) is outside the expected range of between 3,054,806 and 4,582,208 compared to the prior year value. Please correct your data or explain. (Error #15027)</td>
<td>Explanation</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td><strong>Reason:</strong></td>
<td>Attrition of four (4) Professionals Librarians due to retirement contributes to differences reported in expenses during considered year 2017-2018.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>