

Institution: University of Puerto Rico-Medical Sciences (243203)

User ID: P2432031

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

? Were your annual total library expenses for Fiscal Year 2018:

Less than \$100,000

Greater than or equal to \$100,000

Is the library collection entirely electronic?

No

Yes

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.**

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	47,731	45,436	2,300	2,279	
Databases			143	143	
Media	1,454	1,343	2	1	
Serials	1,555	3,658	745	4,794	
Total	50,740	50,437	3,190	7,217	53,930
Library Circulation	2,308	2,640	337	389	2,645

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	985	1,498
Total interlibrary loans and documents received	679	881

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](#).

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.		
		Prior Year Amount
? Indicate the number of branch and independent libraries (exclude the main or central library).	0	0
? Expenses	Amount	
Total salaries and wages for the library staff	1,305,390	1,468,160
Are staff fringe benefits paid out of the library budget?		
<input type="radio"/> No		
<input checked="" type="radio"/> Yes	Total Fringe benefits	516,252
		543,263
Materials/services expenses		
One-time purchases of <u>books, serial back-files, and other materials</u>	32,892	
<u>Ongoing commitments to subscriptions</u>	934,244	
All other materials/services costs	0	
Total materials/services expenses	967,136	1,784,468
Operations and maintenance expenses		
Preservation services	0	
All other operations and maintenance expenses	23,072	
Total operations and maintenance expenses	23,072	22,616
Total Expenses	2,811,850	3,818,507
Total Expenses (minus Fringe Benefits)	2,295,598	3,275,244

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](#).

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:

- | | | |
|---------------------------------------|---|----------------------------------|
| <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: 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.

Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	36.00hours	37.50hours	6.00hours	2.00hours
Other offices	40.00hours	0.00hours	3.00hours	1.00hours

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 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.

Library Collections/Circulation	Physical Collection	Digital/Electronic Collection
Books	47,731	2,300
Databases		143
Media	1,454	2
Serials	1,555	745
Total Collection	50,740	3,190
Total Circulation	2,308	337

Expenses	Amount
Salaries and wages	\$1,305,390
Fringe benefits	\$516,252
Materials/services expenses	\$967,136
Operations and maintenance expenses	\$23,072
Total expenses	\$2,811,850

Academic Libraries

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Source	Description	Severity	Resolved	Options
Screen: Collections/Circulation and Interlibrary Loan Services				
Screen Entry	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)	Explanation	Yes	
Reason:	Printed journals collection are packed due to a remodeling project.			
Screen Entry	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)	Explanation	Yes	
Reason:	This is only the serial titles registered in Horizon (the Online Catalog)			
Screen Entry	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)	Explanation	Yes	
Reason:	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.			
Screen Entry	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)	Explanation	Yes	
Reason:	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.			
Screen Entry	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)	Explanation	Yes	
Reason:	Data provided last year was not correct.			
Screen: Expenses				
Screen Entry	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)	Explanation	Yes	
Reason:	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.			
Screen Entry	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)	Explanation	Yes	
Reason:	Attrition of four (4) Professionals Librarians due to retirement contributes to differences reported in expenses during considered year 2017-2018.			