

Institution: SUNY College of Optometry (196228)  
User ID: P1962281

## 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.

#### Changes to reporting for 2019-20

There are no changes to this survey component.

For 2020-21 changes, please review the preview screens available on the [Survey Materials](#) page.

#### Data Reporting Reminders

Report all data for fiscal year (FY) 2019. Fiscal Year 2019 is defined as the most recent 12-month period that ends before October 1, 2019, 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 2019. 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**.

### Screening Questions

**?** Were your annual total library expenses for Fiscal Year 2019:

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 2019.**

| Library Collections        | Physical |                   | Digital/Electronic |                   | Total   |
|----------------------------|----------|-------------------|--------------------|-------------------|---------|
|                            |          | Prior Year Amount |                    | Prior Year Amount |         |
| Books                      | 16,112   | 16,280            | 51                 | 1,275             |         |
| Databases                  |          |                   | 2                  | 0                 |         |
| Media                      | 558      | 1,998             |                    | 0                 |         |
| Serials                    | 529      | 641               | 106,108            | 111,282           |         |
| <b>Total</b>               | 17,199   | 18,919            | 106,161            | 112,557           | 123,360 |
| <b>Library Circulation</b> | 2,140    | 942               | 31                 | 3,604             | 2,171   |

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 | 1,398  | 2,079             |
| Total interlibrary loans and documents received                    | 941    | 596               |

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, 2019.

|  |                              | Prior Year Amount |
|--|------------------------------|-------------------|
| <b>?</b> Indicate the number of <b>branch and independent libraries</b> (exclude the main or central library). | 0                            | 0                 |
| <b>?</b> Expenses  | <b>Amount</b>                |                   |
| Total salaries and wages for the library staff   | 523,184                      | 652,498           |
| <b>Are staff fringe benefits paid out of the library budget?</b>   |                              |                   |
| <input checked="" type="radio"/> No  |                              |                   |
| <input type="radio"/> Yes  | <b>Total Fringe benefits</b> | 0                 |
| <b>Materials/services expenses</b>   |                              |                   |
| One-time purchases of <u>books</u> , <u>serial back-files</u> , and other materials                            | 17,236                       |                   |
| Ongoing commitments to subscriptions   | 160,729                      |                   |
| All other materials/services costs   | 10,032                       |                   |
| <b>Total materials/services expenses</b>   | 187,997                      | 179,635           |
| <b>Operations and maintenance expenses</b>   |                              |                   |
| Preservation services  | 3,497                        |                   |
| All other operations and maintenance expenses  | 15,203                       |                   |
| <b>Total operations and maintenance expenses</b>   | 18,700                       | 76,080            |
| <b>Total Expenses</b>  | 729,881                      | 908,213           |
| <b>Total Expenses (minus Fringe Benefits)</b>  | 729,881                      | 908,213           |

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: Elaine Wells

Email: ewells@sunyopty.edu

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

5.00 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   | 10.00hours             | 2.00hours                                 | 2.00hours     | 1.00hours                 |
| Other offices | 2.00hours              | 0.00hours                                 | 0.00hours     | hours                     |

**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 2019.

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                           | 16,112              | 51                            |
| Databases                       |                     | 2                             |
| Media                           | 558                 |                               |
| Serials                         | 529                 | 106,108                       |
| Total Collection                | 17,199              | 106,161                       |
|                                 |                     |                               |
| Total Circulation               | 2,140               | 31                            |

| Expenses                            | Amount    |
|-------------------------------------|-----------|
| Salaries and wages                  | \$523,184 |
| Fringe benefits                     | N/A       |
| Materials/services expenses         | \$187,997 |
| Operations and maintenance expenses | \$18,700  |
| Total expenses                      | \$729,881 |

## Academic Libraries

## SUNY College of Optometry (196228)

| Source  | Description  | Severity    | Resolved | Options |
|---|--|-------------|----------|---------|
| <b>Screen: Collections/Circulation and Interlibrary Loan Services</b> |  |             |          |         |
| Screen Entry  | The number entered (558) is outside the expected range of between 1,399 and 2,597 compared to the prior year value. Please correct your data or explain. (Error #15015)  | Explanation | Yes      |         |
| Reason:   | Because the library underwent an extensive renovation, we de-acquisitioned a large number of physical items to accommodate reduced shelf space.  |             |          |         |
| Screen Entry  | The number entered (51) is outside the expected range of between 893 and 1,657 compared to the prior year value. Please correct your data or explain. (Error #15015)   | Explanation | Yes      |         |
| Reason:   | In last year's survey, we counted the total number of electronic books to which we had access. Some came from collections that we did not directly purchase. The LMS we are currently using allows us to narrow our electronic book collection to ones we actually purchased, reflecting a more accurate picture of our library. |             |          |         |
| Screen Entry  | The number entered (2,140) is outside the expected range of between 660 and 1,224 compared to the prior year value. Please correct your data or explain. (Error #15015)  | Explanation | Yes      |         |
| Reason:   | It is highly likely that the previous year's circulation statistics were under-reported due to renovation activities. Since our circulation desk was replaced, there were days when tracking check-in and check-out was more likely done manually and not added to the statistics generated by the library management system.    |             |          |         |
| Screen Entry  | The prior year value for the institution was 0. The current year value is (2). Please explain the difference in reporting or correct your data. (Error #15049)   | Explanation | Yes      |         |
| Reason:   | It is likely that last year payment for the two databases we purchase did not fall within the reporting period.  |             |          |         |
| Screen Entry  | The number entered (31) is outside the expected range of between 2,523 and 4,685 compared to the prior year value. Please correct your data or explain. (Error #15015)   | Explanation | Yes      |         |
| Reason:   | There is a large discrepancy between the two years. It appears that last year's numbers included databases and journals accessed. This year, following the definitions to the letter, only digital titles (meaning electronic books accessed) were counted in the statistics.  |             |          |         |
| Screen Entry  | The number entered (1,398) is outside the expected range of between 1,456 and 2,702 compared to the prior year value. Please correct your data or explain. (Error #15015)  | Explanation | Yes      |         |
| Reason:   | It is reasonable to conclude that the renovation, which caused sections of the print collection to be unavailable while work was ongoing, led to a reduction in materials available to be shared with other libraries.   |             |          |         |
| Screen Entry  | The number entered (941) is outside the expected range of between 418 and 774 compared to the prior year value. Please correct your data or explain. (Error #15015)  | Explanation | Yes      |         |
| Reason:   | As stated previously, due to renovations certain sections of the collection were periodically inaccessible. This is likely to have prompted greater borrowing to fill the needs of our patrons.  |             |          |         |
| <b>Screen: Expenses</b>   |  |             |          |         |
| Screen Entry  | The calculated value (18,700) is outside the expected range of between 49,452 and 102,708 compared to the prior year value. Please correct your data or explain. (Error #15027)  | Explanation | Yes      |         |
| Reason:   | It is likely that Total operations and maintenance expenses were reported as higher last year because of renovation related expenses.  |             |          |         |