

## Academic Libraries 2024-25

Institution: Lamar University (226091)

User ID: P2260913

### 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.
- Report all data for fiscal year (FY) 2024. Fiscal Year 2024 is defined as the most recent 12-month period that ends before October 1, 2024, that corresponds to the institution's fiscal year.

#### Changes to reporting:

No changes for the 2024-25 data collection period.

#### 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 2024. 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**.

Parent child allocation factors

Parent child allocation factors

The **Academic Libraries survey** report submitted under this UnitID is a combined report that includes data for all the locations listed below. Because this is a combined report, you must provide allocation factors that indicate how the data should be distributed among all included institutions. Allocation factors are percents. The allocation factors you provide will be used to create derived variables for the IPEDS Peer Analysis System to allocate reported data to each component location.

Unit ID	Name of Institution	City, State	Allocation factor	2023 - 2024 Allocation factor
226091	Lamar University	Beaumont, TX	<div>85</div> %	<b>85%</b>
441760	Lamar Institute of Technology	Beaumont, TX	<div>15</div> %	<b>15%</b>
		Total:	100%	

If this list of institutions is not complete, or is incorrect in any way, or if you would like to report data for each component institution instead of submitting a combined report, or if you have any questions or concerns, please call the Help Desk at **1-877-225-2568**.

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

## Screening Questions

**i** Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2024:

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

Is the library collection entirely electronic?

- ☒ No ☐ Yes

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 2024.

<u>Library Collections</u>	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	502,614	527,998	176,058	176,058	
Databases			236	227	
Media	18,401	16,711	313,605	313,565	
Serials	8,637	9,077	98,380	98,208	
Total	529,652	553,786	588,279	588,058	1,117,931

<div><div></div><div>Library Circulation</div></div>	<input checked="" type="checkbox"/>	7,469	2,462	<input checked="" type="checkbox"/>	161,900	398,205	169,369
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Does your institution have Interlibrary Loan Services ?

- ☐ No
- ☒ Yes

<u>Interlibrary Loan Services</u>	Number	Prior Year Amount
Total interlibrary loans and documents provided to other libraries	2,989	3,102
Total interlibrary loans and documents received	<input checked="" type="checkbox"/> 3,575	2,091

Does your institution have Library Staff?

- ☐ No
- ☒ Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	11.00	11.00
Other Professional Staff	4.00	4.00
All Other Paid Staff (Except Student Assistants)	<input checked="" type="checkbox"/> 11.00	8.00
Student Assistants	<input checked="" type="checkbox"/> 15.00	7.00
Total	<input checked="" type="checkbox"/> 41.00	30.00

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

Circulation increased due to increased foot traffic in building.

Digital circulation change due to new reporting procedure for this year.

Paid staff increased due to filling vacancies.

Student staffing increase due to meeting needs for ongoing renovation project.

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, 2024.

		Prior Year Amount	
<div><div><div></div><div>Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).</div></div></div>		<div><div></div><div>0</div></div>	<div><div></div><div>0</div></div>
<div><div><div></div><div>Expenses</div></div></div>		Amount	
Total <u>salaries and wages</u> for the library staff		<div><div><input checked="" type="checkbox"/></div><div>1,113,326</div></div>	<div><div></div><div>257,577</div></div>
Are staff <u>fringe benefits</u> paid out of the library budget?			
<div><div><input type="radio"/></div><div>No</div></div>			
<div><div><input checked="" type="radio"/></div><div>Yes</div></div>	Total Fringe benefits	<div><div><input checked="" type="checkbox"/></div><div>390,088</div></div>	<div><div></div><div>303,712</div></div>
Materials/services expenses			
One-time purchases of <u>books</u> , <u>serial back-files</u> , and other materials	<div><div></div><div>327</div></div>	<div><div></div><div>20,990</div></div>	
<u>Ongoing commitments to subscriptions</u>	<div><div></div><div>1,460,397</div></div>	<div><div></div><div>1,453,294</div></div>	
All other materials/services costs	<div><div></div><div>0</div></div>	<div><div></div><div>25,449</div></div>	
Total materials/services expenses	1,460,724	1,499,733	
Operations and maintenance expenses			
<u>Preservation services</u>	<div><div></div><div>1,442</div></div>	<div><div></div><div>3,874</div></div>	
All other operations and maintenance expenses	<div><div></div><div>173,684</div></div>	<div><div></div><div>244,660</div></div>	
Total operations and maintenance expenses	175,126	248,534	
Total Expenses	<div><div><input checked="" type="checkbox"/></div><div>3,139,264</div></div>	2,309,556	
Total Expenses (minus Fringe Benefits)	2,749,176	2,005,844	

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

Data entry error on prior year amount for Total Salary and Wages. The amount should have been 960697.15. Increase this year was due to filling some vacant positions. This also explains the increase in fringe benefits and overall expenses.

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"/>	Finance Contact	<input checked="" type="radio"/>	Academic Library Contact
		<input type="radio"/>	HR Contact
		<input type="radio"/>	Other
Name:		<input type="text" value="Michael Saar"/>	
Email:		<input type="text" value="mksaar@lamar.edu"/>	

How many staff from your institution only were involved in the data collection and reporting process of this survey component?	
<input type="text" value="1.00"/>	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? <i>Exclude the hours spent collecting data for state and other reporting purposes.</i>				
Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	<input type="text" value="16.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours
Other offices	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours

## Summary

### Academic Libraries Component Summary

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 institution's Data Feedback Report (DFR). In addition, all data reported in IPEDS survey components become publicly available through the [IPEDS Use the Data](#) and appear as aggregated statistics in various Department of Education reports. [College Navigator](#) is updated approximately three months after the data collection period closes and DFRs will be available through the [IPEDS Use the Data](#) and sent to your institution's CEO at the end of 2025.

Please review your data for accuracy. If you have questions about the data displayed below or 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	Digital/Electronic
Books	502,614	176,058
<a href="#">Databases</a>		236
<a href="#">Media</a>	18,401	313,605
<a href="#">Serials</a>	8,637	98,380
<b>Total</b>	529,652	588,279
<b>Library Circulation</b>	7,469	161,900

<b>Interlibrary Loan Services</b>	Total interlibrary loans and documents provided to other libraries : 2989 Total interlibrary loans and documents received : 3575 Librarians : 11.00
<b>Library Staff</b>	Other Professional Staff : 4.00 All Other Paid Staff (Except Student Assistants) : 11.00 Student Assistants : 15.00

Expenses	Amount
Branch and independent libraries	0
Salaries and wages	1,113,326
Fringe benefits	390,088
Total materials/services expenses	1,460,724
Total operations and maintenance expenses	175,126
<b>Total Expenses</b>	<b>3,139,264</b>

## Edit Report

## Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Library Collections/Circulation, Interlibrary Loan Services, and Library Staff				
Screen Entry	The number entered (7,469) is outside the expected range of between 1,724 and 3,200 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Circulation increased due to increased foot traffic in building.			
Screen Entry	The number entered (161,900) is outside the expected range of between 278,744 and 517,666 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Digital circulation change due to new reporting procedure for this year.			
Screen Entry	The number entered (3,575) is outside the expected range of between 1,464 and 2,718 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Increased staffing and improved workflow has resulted in greater productivity.			
Screen Entry	The All Other Paid Staff(11.00) is outside the expected range compared to All Other Paid Staff reported in the prior year(8.00). Please correct your data or explain. (Error #15814)	Explanation	Yes	
Reason	Paid staff increased due to filling vacancies.			
Screen Entry	The Student Assistants(15.00) is outside the expected range compared to Student Assistants reported in the prior year(7.00). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	Student staffing increase due to meeting needs for ongoing renovation project.			
Screen Entry	The Total(41.00) is outside the expected range compared to Total reported in the prior year(30.00). Please correct your data or explain. (Error #15816)	Explanation	Yes	
Reason	Due to filling vacancies in staff and hiring additional student positions as explained above			
Screen: Expenses				
Screen Entry	The number entered (1,113,326) is outside the expected range of between 206,062 and 309,092 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Data entry error on prior year amount for Total Salary and Wages. The amount should have been 960697.15			
Screen Entry	The number entered (390,088) is outside the expected range of between 242,970 and 364,454 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	. Increase this year was due to filling some vacant positions.			
Screen Entry	The calculated value (3,139,264) is outside the expected range of between 1,847,645 and 2,771,467 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	This number increased as a result to the corrected salary reporting and an increase in fringe expenses due to filling vacancies.			