**IPEDS** **2024-25 Data Collection System**

Academic Libraries 2024-25

Institution: Great Basin College (182306)

User ID: p1823065

## 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**.

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Screening Questions

ⓘ **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

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## 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.

| Library Collections | Physical | | Digital/Electronic | | Total |
|---|---|---|---|---|---|
| | | Prior Year Amount | | Prior Year Amount | |
| Books | ☑ 29,961 | 48,370 | ☑ 90,662 | 501,695 | |
| Databases | | | 75 | 73 | |
| Media | 797 | 796 | ☑ 756 | 340,688 | |
| Serials | 6 | 8 | 108,681 | 86,293 | |
| **Total** | ☑ **30,764** | 49,174 | ☑ **200,174** | 928,749 | **230,938** |

| ⓘ Library Circulation | 182 | 208 | 5,891 | 4,959 | **6,073** |
|---|---|---|---|---|---|

**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 | 32 | 29 |
| Total interlibrary loans and documents received | 150 | 198 |

**Does your institution have Library Staff?**

○ No

◉ Yes

| Library Staff | Number of FTEs | Prior Year Amount |
|---|---|---|
| Librarians | 1.00 | 1.00 |
| Other Professional Staff | 0.00 | 0.00 |
| All Other Paid Staff (Except Student Assistants) | 1.00 | 1.00 |
| Student Assistants | 2.00 | 2.00 |
| **Total** | **4.00** | **4.00** |

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

The Great Basin College Library recently left the US Federal Depository Program.
Leaving the program removed over 18000 items from physical holdings. Further, the
Library has been de-accessioning physical items from the collection. The Library expanded
database options for students during the previous year and this accounts for the additional
electronic/digital items.

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## 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 |
|---|---|---|
| ℹ Indicate the number of branch and independent libraries (exclude the main or central library). | 0 | 0 |

| ℹ Expenses | Amount | |
|---|---|---|
| Total salaries and wages for the library staff | 135,964 | 126,399 |

| Are staff fringe benefits paid out of the library budget? | | |
|---|---|---|
| ○ No | | |
| ⦿ Yes — Total Fringe benefits | 45,548 | 47,311 |

**Materials/services expenses**

| | Amount | Prior Year Amount |
|---|---|---|
| One-time purchases of books, serial back-files, and other materials | 0 | 0 |
| Ongoing commitments to subscriptions | 71,698 | 62,062 |
| All other materials/services costs | 0 | 0 |
| **Total materials/services expenses** | **71,698** | 62,062 |

**Operations and maintenance expenses**

| | Amount | Prior Year Amount |
|---|---|---|
| Preservation services | 0 | 0 |
| All other operations and maintenance expenses | 5,412 | 4,264 |
| **Total operations and maintenance expenses** | **5,412** | 4,264 |

| | Amount | Prior Year Amount |
|---|---|---|
| **Total Expenses** | **258,622** | 240,036 |
| **Total Expenses (minus Fringe Benefits)** | **213,074** | 192,725 |

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

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## 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: | | | | | |
|---|---|---|---|---|---|
| ○ | Keyholder | ○ | SFA Contact | ○ | HR Contact |
| ○ | Finance Contact | ◉ | Academic Library Contact | ○ | Other |
| Name: | Eric Walsh | | | | |
| Email: | eric.walsh@gbcnv.edu | | | | |

| How many staff from your institution only were involved in the data collection and reporting process of this survey component? |
|---|
| 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?
*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 | hours | hours | hours | hours |
| Other offices | 2.00 hours | 1.00 hours | hours | hours |

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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.

| Library Collections/Circulation | Physical | Digital/Electronic |
|---|---|---|
| Books | 29,961 | 90,662 |
| Databases | | 75 |
| Media | 797 | 756 |
| Serials | 6 | 108,681 |
| **Total** | 30,764 | 200,174 |
| | | |
| **Library Circulation** | 182 | 5,891 |

| Interlibrary Loan Services | Total interlibrary loans and documents provided to other libraries : 32<br>Total interlibrary loans and documents received : 150 |
|---|---|
| Library Staff | Librarians : 1.00<br>Other Professional Staff : 0.00<br>All Other Paid Staff (Except Student Assistants) : 1.00<br>Student Assistants : 2.00 |

| Expenses | Amount |
|---|---|
| Branch and independent libraries | 0 |
| Salaries and wages | 135,964 |
| Fringe benefits | 45,548 |
| Total materials/services expenses | 71,698 |
| Total operations and maintenance expenses | 5,412 |
| Total Expenses | 258,622 |

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Edit Report

## Academic Libraries

| Source | Description | Severity | Resolved | Options |
|---|---|---|---|---|
| **Screen: Library Collections/Circulation, Interlibrary Loan Services, and Library Staff** | | | | |
| Screen Entry | The number entered (29,961) is outside the expected range of between 33,859 and 62,881 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | The GBC Library has left the Federal Library Depository Program and deaccessioned 18000+ items from the collection that were from the Federal Library Depository Program. Further, the GBC Library has been removing outdated and non-circulating material from the collection to prepare for a renovation of space and co-location of student academic support services. | | | |
| Screen Entry | The calculated value (30,764) is outside the expected range of between 34,422 and 63,926 compared to the prior year value. Please correct your data or explain. (Error #15027) | Explanation | Yes | |
| Reason | The GBC Library stopped subscribing to a streaming video subscription because of low usage. | | | |
| Screen Entry | The number entered (90,662) is outside the expected range of between 351,187 and 652,203 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | The GBC Library has left the Federal Library Depository Program and deaccessioned 18000+ items from the collection that were from the Federal Library Depository Program. Further, the GBC Library has been removing outdated and non-circulating material from the collection to prepare for a renovation of space and co-location of student academic support services. | | | |
| Screen Entry | The number entered (756) is outside the expected range of between 238,482 and 442,894 compared to the prior year value. Please correct your data or explain. (Error #15015) | Explanation | Yes | |
| Reason | GBC Library has invested in subscription services that has expanded access to electronic/digital books. The GBC Library has also expanded access to Open Access materials including books. Both of these action expanded our electronic/digital access. | | | |
| Screen Entry | The calculated value (200,174) is outside the expected range of between 650,125 and 1,207,373 compared to the prior year value. Please correct your data or explain. (Error #15027) | Explanation | Yes | |
| Reason | GBC Library has invested in subscription services that has expanded access to electronic/digital books. The GBC Library has also expanded access to Open Access materials including books. | | | |