IPEDS **2024-25 Data Collection System**

Academic Libraries 2024-25

Institution: CUNY Brooklyn College (190549)   User ID: P1905491

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

ℹ️ **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	Prior Year Amount	Digital/Electronic	Prior Year Amount	Total
Books	682,544	681,491	1,359,243	1,197,924	
Databases			395	422	
Media	57,620	57,281	☑ 470,875	2,177,047	
Serials	16,128	16,195	194,359	189,760	
Total	**756,292**	**754,967**	**☑ 2,024,872**	**3,565,153**	**2,781,164**

	Physical	Prior Year Amount	Digital/Electronic	Prior Year Amount	Total
ⓘ Library Circulation	6,666	6,830	415,500	432,266	**422,166**

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	☑	3,582	2,090
Total interlibrary loans and documents received		1,125	1,309

Does your institution have Library Staff?

○ No
◉ Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	14.00	15.30
Other Professional Staff	5.00	5.00
All Other Paid Staff (Except Student Assistants)	20.00	22.75
Student Assistants	5.00	7.00
Total	**44.00**	**50.05**

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

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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	☑ 3,100,958	2,458,673

Are staff fringe benefits paid out of the library budget?		
◉ No		
○ Yes	**Total Fringe benefits**		0

Materials/services expenses

	Amount	Prior Year Amount
One-time purchases of books, serial back-files, and other materials	165,000	194,565
Ongoing commitments to subscriptions	1,100,000	1,461,639
All other materials/services costs	1,000	5,564
Total materials/services expenses	**1,266,000**	1,661,768

Operations and maintenance expenses

	Amount	Prior Year Amount
Preservation services	1,600	51,372
All other operations and maintenance expenses	164,737	74,646
Total operations and maintenance expenses	**166,337**	126,018

	Amount	Prior Year Amount
Total Expenses	**4,533,295**	4,246,459
Total Expenses (minus Fringe Benefits)	**4,533,295**	4,246,459

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:	Mary Mallery
Email:	colldevmngr@brooklyn.cuny.edu

How many staff from your institution only were involved in the data collection and reporting process of this survey component?
10.00　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	30.00 hours	1.00 hours	0.50 hours	1.00 hours
Other offices	5.00 hours	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	682,544	1,359,243
Databases		395
Media	57,620	470,875
Serials	16,128	194,359
Total	756,292	2,024,872
Library Circulation	6,666	415,500

Interlibrary Loan Services	Total interlibrary loans and documents provided to other libraries : 3582
	Total interlibrary loans and documents received : 1125
Library Staff	Librarians : 14.00
	Other Professional Staff : 5.00
	All Other Paid Staff (Except Student Assistants) : 20.00
	Student Assistants : 5.00

Expenses	Amount
Branch and independent libraries	0
Salaries and wages	3,100,958
Fringe benefits	
Total materials/services expenses	1,266,000
Total operations and maintenance expenses	166,337
Total Expenses	4,533,295

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Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
Screen: Library Collections/Circulation, Interlibrary Loan Services, and Library Staff				
Upload File	The number entered (470,875) is outside the expected range of between 1,523,933 and 2,830,161 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Original usage count did not include all Library media and vendors. Digital media usage should be 2,000,000.			
Upload File	The calculated value (2,024,872) is outside the expected range of between 2,495,608 and 4,634,698 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Digital media usage was under calculated. New Total should include Digital Media usage of 2,000,000.			
Upload File	The number entered (3,582) is outside the expected range of between 1,463 and 2,717 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	This year, SUNY borrowing in addition to CUNY borrowing is being fulfilled through the ILS Alma system, which led to a marked increase in borrowing to other libraries.			
Screen: Expenses				
Upload File	The number entered (3,100,958) is outside the expected range of between 1,966,939 and 2,950,407 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	New contract with increased wages and backwages for Library faculty and staff were paid out this year.			