Academic Libraries (AL)
Survey Component Overview
Tutorial Script
2022-23 Data Collection Cycle

On behalf of the National Center for Education Statistics, NCES, and the Association for Institutional Research, AIR, welcome to this tutorial on the IPEDS Academic Libraries survey component.

The Academic Libraries component is part of the Spring collection of IPEDS surveys, which opens in early December.

Data entry must be completed and considered final by the end of the collection period, in early-April when the keyholder locks their data.

IPEDS coordinators have an additional two weeks to review the data and lock the survey component. Data collected through the IPEDS surveys provide a basis for postsecondary education analysis and consumer information. The Higher Education Act of 1965, as amended, requires that institutions that participate in federal student aid programs report data on enrollments, program completions, graduation rates, faculty and staff, finances, institutional costs, and student financial aid and stipulates, "…institutions will complete surveys conducted as part of the Integrated Postsecondary Education Data System (IPEDS)…in a timely manner and to the satisfaction of the Secretary."

Institutions receiving Title IV funding (student financial aid) must complete the IPEDS surveys. Currently, there are over 6,000 institutions that submit IPEDS surveys, with a number doing so voluntarily. NCES is required to provide a list of noncompliant institutions to the Office of Federal Student Aid. Non-compliance can result in warnings and costly fines, or even loss of Title IV funding. More information about fines can be found on the Statutory Requirements page (https://surveys.nces.ed.gov/ipeds/ViewIPEDSStatutoryRequirement.aspx).

The Academic Libraries survey component was new to IPEDS for the 2014-15 collection cycle. Previously, the survey was conducted by the Census Bureau every other year for degree-granting institutions. The new Academic Libraries component is mandatory for all IPEDS reporting institutions and will be collected annually in the spring.

Two screening questions in the Institutional Characteristics-Header component determines what data institutions will be required to submit. If your institution does not have access to a library collection and your institution's total library expenditures equal 0, then the institution will not be required to complete the Academic Libraries component. If your institution does have access to a library collection and/or the institution's annual total library expenditures are greater than 0, then the institution will submit Section I of the Academic Libraries component. Institutions with total library expenditures greater than $100,000 will report additional expenditures and interlibrary services information in Section II of the Academic Libraries

component. For some of the items, context boxes are provided so keyholders may provide text to explain or clarify data entries.

There are no new substantial changes in the 2022-2023 collection. Added in the2020-2021 collection, IPEDS now asks that you include e-serials in your reporting digital/electronic circulation and usage. More information on this can be found by watching the "AL Reporting Electronic and Digital Materials" tutorial. Additionally, added in the 2020-2021collection, IPEDS now asks institutions to report library staff on the AL component. Institutions are asked to report Full-Time Equivalent (FTEs) staff for librarians, other professional staff, all other paid staff (except student assistants) and student assistants.

It is always a good idea to begin the IPEDS reporting cycle early and seek help, when needed, from the IPEDS Help Desk. The knowledgeable Help Desk staff is eager to help. Response time may be longer near the end of the collection cycle.

In addition, the IPEDS Resources page contains frequently asked questions, a link to the glossary, data tip sheets, an archive of survey instruments, and other relevant information.

This concludes the tutorial for the Academic Libraries survey component.