

Institution: Potomac State College of West Virginia University (237701)  
User ID: P2377011

**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.

**Recent changes**

There are a few changes to the 2015-16 Academic Libraries component from the 2014-15 collection. Visit the [Academic Libraries Resource](#) page for a list of the changes and additional reporting resources.

**Data Reporting Reminders**

Report all data for fiscal year (FY) 2015. Fiscal year 2015 is defined as the most recent 12-month period that ends before October 1, 2015, 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 2015. 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**.

### Screening Questions

Were your annual total library expenses for Fiscal Year 2015:

Less than \$100,000

Greater than or equal to \$100,000

Is the library collection entirely electronic?

No

Yes

## Library Collections/Circulation

**Section I:**  
**For all degree-granting institutions with library expenses >0**

**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 2015.**

Library Collections	Physical		Digital/Electronic		Total
		Prior Year Amount		Prior Year Amount	
Books	31,542	37,116	459,159	1,249	
Databases			255	16	
Media	362	410	21,740	0	
<b>Total</b>	31,904	37,526	481,154	1,265	513,058
<b>Library Circulation</b>	995	883	10,596	0	11,591

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

## Expenses and Interlibrary Services

Section II: For degree-granting institutions with library expenses >= \$100,000		
<b>Library expenses</b> should be reported for the most recent 12-month period that corresponds to your institution's fiscal year that ends before October 1, 2015.		
		<b>Prior Year Amount</b>
<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	269,198	0
<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 books, serial backfiles, and other materials	5,085	
Ongoing commitments to subscriptions	29,018	
All other materials/service cost	43,665	
<b>Total materials/services expenses</b>	77,768	152,802
<b>Operations and maintenance expenses</b>		
Preservation services	0	
All other operations and maintenance expenses	5,589	
<b>Total operations and maintenance expenses</b>	5,589	3,265
<b>Total Expenses</b>	352,555	156,067
<b>Total Expenses (minus Fringe Benefits)</b>	352,555	156,067
<b>Interlibrary Services</b>		
	<b>Number</b>	
Total interlibrary loans and documents provided to other libraries	147	78
Total interlibrary loans and documents received	242	170
<b>Does your library support virtual reference services?</b>		
<input checked="" type="radio"/> No	<input type="radio"/> Yes	
You may use the space below to provide context for the data you've reported above.		

**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 2016.

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	31,542	459,159
Databases		255
Media	362	21,740
Total Collection	31,904	481,154
Total Circulation	995	10,596

Expenses	Amount
Salaries and wages	\$269,198
Fringe benefits	N/A
Materials/services expenses	\$77,768
Operations and maintenance expenses	\$5,589
Total expenses	\$352,555

## Academic Libraries

## Potomac State College of West Virginia University (237701)

Source	Description	Severity	Resolved	Options
<b>Screen: Collections/Circulation</b>				
Screen Entry	The number entered (459,159) is outside the expected range of between 875 and 1,623 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	Prior year data was based on digital/electronic purchases for Potomac State College only but in the current year, as part of an ongoing integration with West Virginia University, PSC has access to most of the WVU databases.			
Screen Entry	The calculated value (481,154) is outside the expected range of between 886 and 1,644 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	Prior year data was based on totals for Potomac State College only but in the current year, as part of an ongoing integration with West Virginia University, most of the WVU digital/electronic collection is available to PSC students so the data is consolidated for both campuses.			
<b>Screen: Expenses and Interlibrary Services</b>				
Screen Entry	The calculated value is outside the expected range compared to the prior year value. Please correct your data or contact the IPEDS Help Desk for assistance. (Error #15022)	Fatal	Yes	
Reason:	Overridden by administrator. This institution confirms salaries and wages were not included in PY that came from areas outside the library budget. PY and CY figures are confirmed correct. LRC			
Screen Entry	The calculated value (77,768) is outside the expected range of between 114,602 and 191,002 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	Potomac State College is no longer paying for databases. As part of an ongoing integration with West Virginia University, WVU is now assuming those costs.			
Screen Entry	The calculated value (5,589) is outside the expected range of between 2,123 and 4,407 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason:	The data is correct. The increase is due to added expenses.			
Screen Entry	The number entered (147) is outside the expected range of between 55 and 101 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	The data is correct and reflects a significant increase in services.			
Screen Entry	The number entered (242) is outside the expected range of between 119 and 221 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason:	The data is correct and reflects a significant increase in services.			