

# IPEDS 2023-24 Data Collection System

IPEDS HELP DESK (877) 225-2568 | [ipedshelp@rti.org](mailto:ipedshelp@rti.org)  
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User ID: P1190672

## Academic Libraries 2023-24

Institution: Monterey Peninsula College (119067)

User ID: P1190672

### 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) 2023. Fiscal Year 2023 is defined as the most recent 12-month period that ends before October 1, 2023, that corresponds to the institution's fiscal year.

#### Changes to reporting for 2023-24:

There are no changes to this survey component.

#### 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 2023. 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

**i** Were your annual total library expenses (including staff salaries and wages) for Fiscal Year 2023:

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

Is the library collection entirely electronic?

- No     Yes

Institution: Monterey Peninsula College (119067)

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 2023.

Library Collections	Physical			Digital/Electronic		Total		
		Prior Year Amount			Prior Year Amount			
Books	43,134	42,503	<input checked="" type="checkbox"/>	342,101	26,843			
Databases				60	49			
Media	2,293	1,822		40,385	38,124			
Serials	40	54		96,128	88,521			
<b>Total</b>	<b>45,467</b>	<b>44,379</b>		<input checked="" type="checkbox"/> <b>478,674</b>	<b>153,537</b>	<b>524,141</b>		
<input checked="" type="checkbox"/> Library Circulation			<input checked="" type="checkbox"/>	9,483	2,747	58,779	71,287	68,262

**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	194	229
Total interlibrary loans and documents received	<input checked="" type="checkbox"/> 41	59

**Does your institution have Library Staff?**

- No
- Yes

Library Staff	Number of FTEs	Prior Year Amount
Librarians	5.87	4.82
Other Professional Staff	1.00	1.00
All Other Paid Staff (Except Student Assistants)	7.50	7.86
Student Assistants	<input checked="" type="checkbox"/> 0.46	0.00
<b>Total</b>	<b>14.83</b>	<b>13.68</b>

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

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, 2023.

		Prior Year Amount
<b>i</b> Indicate the number of <u>branch and independent libraries</u> (exclude the main or central library).		0
<b>i</b> Expenses		<b>Amount</b>
Total <u>salaries and wages</u> for the library staff		1,195,036
Are staff <u>fringe benefits</u> paid out of the library budget?		
<input type="radio"/>	No	
<input checked="" type="radio"/>	Yes	<b>Total Fringe benefits</b> <input checked="" type="checkbox"/>
		436,716
<b>Materials/services expenses</b>		
One-time purchases of <u>books, serial back-files</u> , and other materials		32,694
<u>Ongoing commitments to subscriptions</u>		87,375
All other materials/services costs		16,437
<b>Total materials/services expenses</b>		<b>136,506</b>
<b>Operations and maintenance expenses</b>		
<u>Preservation services</u>		0
All other operations and maintenance expenses		71,719
<b>Total operations and maintenance expenses</b>		<input checked="" type="checkbox"/> <b>71,719</b>
<b>Total Expenses</b>		<input checked="" type="checkbox"/> <b>1,839,977</b>
<b>Total Expenses (minus Fringe Benefits)</b>		<b>1,403,261</b>

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

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"/>	HR Contact
<input type="radio"/>	Finance Contact	<input checked="" type="radio"/>	Academic Library Contact	<input type="radio"/>	Other

Name:

Email:

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

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	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="1.00"/> hours	<input type="text" value="0.50"/> 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 2024.

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	43,134	342,101
<u>Databases</u>		60
<u>Media</u>	2,293	40,385
<u>Serials</u>	40	96,128
<b>Total</b>	<b>45,467</b>	<b>478,674</b>
<b>Library Circulation</b>	<b>9,483</b>	<b>58,779</b>

<b>Interlibrary Loan Services</b>	Total interlibrary loans and documents provided to other libraries : 194 Total interlibrary loans and documents received : 41 Librarians : 5.87
<b>Library Staff</b>	Other Professional Staff : 1.00 All Other Paid Staff (Except Student Assistants) : 7.50 Student Assistants : 0.46

Expenses	Amount
Branch and independent libraries	0
Salaries and wages	1,195,036
Fringe benefits	436,716
Total materials/services expenses	136,506
Total operations and maintenance expenses	71,719
<b>Total Expenses</b>	<b>1,839,977</b>

Edit Report

Academic Libraries

Source	Description	Severity	Resolved	Options
<b>Screen: Collections/Circulation/Interlibrary Loan Services and Staff</b>				
Screen Entry	The number entered (9,483) is outside the expected range of between 1,923 and 3,571 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Library services fully opened after Covid, saw a spike in patrons.			
Screen Entry	The number entered (342,101) is outside the expected range of between 18,791 and 34,895 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Our two subscription e-book databases have over 300,000			
Screen Entry	The calculated value (478,674) is outside the expected range of between 107,476 and 199,598 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Our two subscription e-book databases have over 300,00			
Screen Entry	The number entered (41) is outside the expected range of between 42 and 76 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Less demand for ILL			
Screen Entry	The Student Assistants(0.46) is outside the expected range compared to Student Assistants reported in the prior year(0.00). Please correct your data or explain. (Error #15815)	Explanation	Yes	
Reason	The year prior during Covid, the library did not hire a student assistant.			
<b>Screen: Expenses</b>				
Screen Entry	The number entered (436,716) is outside the expected range of between 240,876 and 361,312 compared to the prior year value. Please correct your data or explain. (Error #15015)	Explanation	Yes	
Reason	Increase in staff, increase in benefit cost to college, and change in how we calculate this answer.			
Screen Entry	The calculated value (71,719) is outside the expected range of between 8,787 and 18,249 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Availability of Covid relief funding			
Screen Entry	The calculated value (1,839,977) is outside the expected range of between 1,186,910 and 1,780,364 compared to the prior year value. Please correct your data or explain. (Error #15027)	Explanation	Yes	
Reason	Increased funding availability			