



The Association of Theological Schools  
 The Commission on Accrediting  
 10 Summit Park Drive, Pittsburgh, PA 15275-1110

**ATS LIBRARY 2017  
 LIBRARY  
 FISCAL YEAR REPORT PERIOD**

<b>Respondent</b>	
<b>Title</b>	
<b>Phone</b>	
<b>Email</b>	

**PART A - Library Characteristics**

Check here if you do not want ATS to forward a copy of this information to the American Theological Library Association (ATLA) for the Statistical Records Report. \_\_\_\_\_

1. Which of the following most accurately describes your institution's library?  
 Mark (X) only one.

- a. An independent library chiefly serving your institution
- b. A department or departmental branch library within a larger university or college library system  
 Numbers in following sections will represent the entire university or college library system, including the theological component
- c. A library integrated with a larger university or college library system  
 Numbers in following sections will represent the entire university or college library system, including the theological component
- d. A part of a library system jointly administered and/or funded by more than one educational institution.  
 If shared, please specify institution(s). Please explain.

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2. Is your library the primary source of support on your campus for:  
 Information Technology  
 Electronic Reserves  
 Audiovisual/Media Services

Y / N \_\_\_\_\_  
 Y / N \_\_\_\_\_  
 Y / N \_\_\_\_\_

**PART A - Library Characteristics (continued)**

3. Does the library of your institution have consortial arrangements for providing library services with one or more other institutions? Y / N \_\_\_\_\_  
If yes, please identify the institution(s):  
\_\_\_\_\_  
\_\_\_\_\_

If Yes, please identify the consortia/um and briefly describe the arrangement:  
\_\_\_\_\_ Formal or informal consortia for the purchase of electronic resources  
\_\_\_\_\_  
\_\_\_\_\_ Shared catalogs or cataloging  
\_\_\_\_\_  
\_\_\_\_\_ State, regional or national associations  
\_\_\_\_\_  
\_\_\_\_\_ Reciprocal borrowing arrangements  
\_\_\_\_\_  
\_\_\_\_\_ Other, please briefly specify  
\_\_\_\_\_

4. Does your institution have one or more distance education program(s) or extension site(s)? Y / N \_\_\_\_\_  
If yes, please answer the following:  
Does your institution have a library facility at your extension site(s)? Y / N \_\_\_\_\_  
Do you provide access to electronic resources from your main library? Y / N \_\_\_\_\_  
Do you deliver materials from your main library to your distance students? Y / N \_\_\_\_\_  
Do you have a written agreement for library services with one or more institutions? If so, with whom? Y / N \_\_\_\_\_  
\_\_\_\_\_

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**PART B - The Library as Place**

1. When were the building(s) in which the main library is located built and subsequently renovated? Please briefly describe. If possible, indicate amount spent.

	Year Built	Year of Latest Renovation	Brief Description of Renovation	Amount Spent
Library 1				
Library 2				
Library 3				

2. Do you use offsite storage/shelving? Y / N \_\_\_\_\_  
If yes, then report:

Line No.		
2a	Percentage of total library collection	
2b	Total number of volumes offsite	
2c	Other, please briefly describe	

3. What other spaces or services are offered and/or housed in your library?

- \_\_\_\_\_ Faculty offices  
 \_\_\_\_\_ Seminar or class rooms  
 \_\_\_\_\_ Café or coffee shop  
 \_\_\_\_\_ Group study rooms  
 \_\_\_\_\_ Computer labs  
 \_\_\_\_\_ Information commons  
 \_\_\_\_\_ Writing tutor  
 \_\_\_\_\_ Other, please briefly describe

\_\_\_\_\_

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**PART C - Library Use Data**

Line No.	Library Use	Library Use Fiscal Year
1	Circulation Transactions	
2	Inter-library Lending, Number of Items Sent	
3	Inter-library Borrowing, Number of Items Received	
4	Number of Presentations to Groups	
5	Participants in Group Presentations	
6	Reference Transactions	

\_\_\_\_\_ Actual Count

\_\_\_\_\_ Sampling

\_\_\_\_\_ Other Special Situation

**PART D - Collection Growth and Holdings for Fiscal Year**

Line No.	Item	Prior Year Net Holdings (A)	Purchased Items Added (B)	Gifts Added (C)	Items Deleted (D)	Adjustments (E) *	Current Year Holdings (F)
1	Printed Books (Volumes)						
2	Printed (Bound) Periodical Volumes						
3	Current Print Periodicals Received (i.e. Subscriptions)						
4	Microforms						
5	Music Scores						
6**	Manuscripts and Archives						
7	Other Non-book physical items						

\*Adjustment Comments

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\*\*Line 6: Select Unit of Measure: \_\_\_\_\_ # Items \_\_\_\_\_ Linear Feet

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**PART E - Personnel and Salary Data for Fiscal Year Report Period**

Line No.		Staff FTE (A)	Total Comp. (B) (\$)
1	Exempt staff (salaried)		
2	Non-exempt staff (hourly)		
3	Student Staff		
4	Contributed Services		NO VALUE
5	<b>Total Library Staff FTE (Lines 1-4)</b>		NO VALUE
6	<b>Total Library Staff Compensation (Lines 1-3)</b>	NO VALUE	

**PART F - Financial Summary for the Fiscal Year Report Period**

Line No.	Category	Expenditures Fiscal Year
1	Total for printed books	
2	Total for Current print periodical subscriptions	
3	Total for Microforms	
4	Total for Music Scores	
5	Total for Manuscripts and Archives	
6	Total for Non-book physical items	
7	Total for Electronic Resources for Collections	
8	<b>Total for Collection Expenditures</b>	
9	Total for Preservation and Binding	
10	<b>Total for Library Staff Compensation (Part E, Line 6, Col. B)</b>	
11	Total for Library Staff Development	
12	Total Computer Services (excluding line 8)	
13	Total Other Expenses	
14	<b>TOTAL LIBRARY EXPENDITURES (Lines 8-13)</b>	