



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

**ATS LIBRARY 2018
 LIBRARY
 FISCAL YEAR REPORT PERIOD**

Respondent	
Title	
Phone	
Email	

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.

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

**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	Total Library Staff FTE (Lines 1-4)		NO VALUE
6	Total Library Staff Compensation (Lines 1-3)	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	Total for Collection Expenditures	
9	Total for Preservation and Binding	
10	Total for Library Staff Compensation (Part E, Line 6, Col. B)	
11	Total for Library Staff Development	
12	Total Computer Services (excluding line 8)	
13	Total Other Expenses	
14	TOTAL LIBRARY EXPENDITURES (Lines 8-13)	