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2007

# ARL PRESERVATION STATISTICS 2004-05

A COMPILATION OF STATISTICS  
FROM THE MEMBERS OF THE  
ASSOCIATION OF RESEARCH LIBRARIES

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*The quantitative tables presented in this publication are not indicative of performance and outcomes and should not be used as measures of library quality. In comparing any individual library to ARL medians or to other ARL members, one must be careful to make such comparisons within the context of differing institutional and local goals and characteristics.*

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## INTRODUCTION

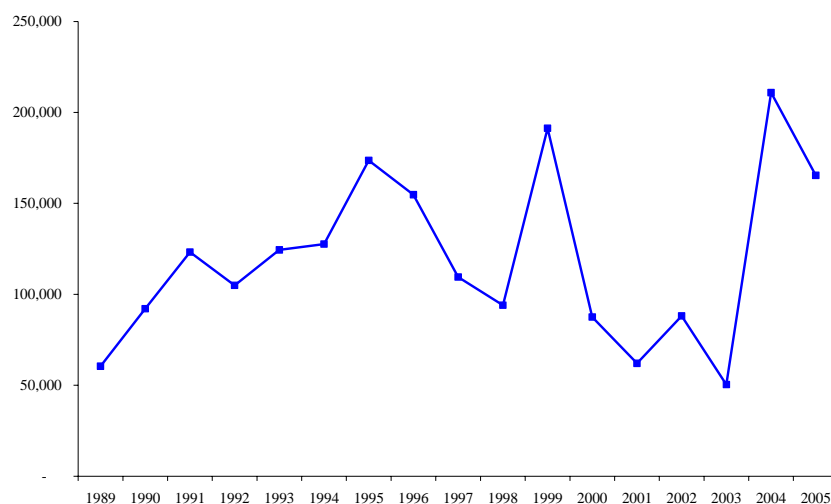
*ARL Preservation Statistics 2004-05* presents data from 123 U.S. and Canadian research libraries that were members of the Association of Research Libraries during the 2004-05 fiscal year.<sup>1</sup> The ARL membership consisted of 113 university libraries and 10 independent research libraries (public or private) in 2004-05.

### **Major Findings**

Among the significant developments that took place in research libraries in the 1980s was the emergence of preservation programs as distinct administrative units, separately staffed, funded, and administered. There were 66 such programs reported in 1988, as many as 80 reported in recent years, and 74 in 2004-05.<sup>2</sup>

These rapidly shifting trends have made themselves evident in many categories. Preservation expenditures for ARL's 107 reporting member libraries were \$99,931,352 in 2004-05, which reflects an inflation-adjusted increase of 22% since the survey's revision in 1996-97.<sup>3</sup> Total preservation staff increased to 1,707 FTEs in 2004-05, 4.4% more than in 2003-04. Level 1 and Level 3 conservation treatment increased from 2003-04 levels, while Level 2 treatment decreased; total conservation treatment decreased 6.8% since the survey was revised in 1996-97. Microfilming activity decreased by about 45,000 volumes, to 165,460; the high microfilming values over the last two years evident in Graph 1 was due mostly to a re-organization of counting at the Library of Congress, which reported 130,870 volumes microfilmed this year.

**Graph 1: Bound Volumes Microfilmed**



<sup>1</sup> Only 107 of ARL member libraries are included in this dataset. Alberta, Boston, Florida State, Houston, Howard, Illinois-Chicago, Laval, Manitoba, Missouri, Oregon, Queen's, Temple, Tulane, the Canada Institute for Scientific and Technical Information, the Center for Research Libraries, and the Smithsonian Institution did not submit responses to this survey.

<sup>2</sup> Since 1994-95, a preservation administrator has been defined as one who "spends at least 25% of his or her time managing a partial or comprehensive preservation program."

<sup>3</sup> For more information on the survey revision, see page 8. Adjustments for inflation were computed using Consumer Price Index data retrieved from the U.S. Department of Labor, Bureau of Labor Statistics' *Consumer Price Index for All Urban Consumers - (CPI-U)*, located at <http://146.142.4.24/cgi-bin/surveymost?cu>

## External funding

Availability of external funds plays a critical role in preservation activities. In 1988, the National Endowment for the Humanities (NEH) began a multi-year, expanded cooperative preservation microfilming program, in which ARL libraries have participated extensively. However, it appears that cuts in the NEH budget have also negatively affected availability of external funding for preservation, which fell constantly from a high of \$11,090,547 in 1992-93 to a low of \$4,917,732 in 1997-98. In recent years external expenditures have been up and down, with the 2004-05 figure of \$6,420,920 representing a 2.8% decrease from 2003-04.

## Analysis of Core Data for All Reporting Libraries

### **1. Organizational Structure**

The most significant means for measuring the progress of ARL libraries in their preservation efforts is to track the existence of preservation programs managed by a preservation administrator. The data offer persuasive evidence that preservation programs have become a standard unit in research libraries, although there have not been any increases in the number of new programs established. As displayed in Table 1, 74 institutions indicated that the library has appointed a preservation administrator, and, of those, 57 libraries reported that their preservation programs are managed by a full-time preservation administrator.

<b>Table 1. Administration of Preservation Programs</b>	
Full-time preservation administrator	57 (53.27%)
Part-time preservation administrator who devotes 50% or more time to preservation activities, but not 100%	13 (12.15%)
Part-time preservation administrator who devotes 25% to 50% of time to preservation activities	4 (3.74%)
Preservation administrator with less than 25% of time to preservation activities or no preservation administrator	33 (30.84%)

While most ARL libraries have separate preservation units, their placement is far from uniform. The 74 responses to the question on reporting relationships show that 27% of the preservation administrators report to the library director or associate library director (or an equivalent position, such as dean of libraries, etc.). 35% of administrators report to the assistant/associate director for collection management. The third most often cited reporting relationship is to an "other" position, usually a director of a section not previously listed; next, the number of programs that report to the director of Technical Services. Although the placement of preservation departments within the library structure varies, with few exceptions, the preservation administrator reports to senior library management.

<b>Table 2. Position to Which Preservation Administrator Reports</b>	
Director of Libraries/ Associate Director	20 (27.03%)
Assistant/ Associate Director for Collection Management	26 (35.14%)
Assistant/ Associate Director for Technical Services	12 (16.22%)
Assistant/ Associate Director for Public Services	1 (1.35%)
Other	15 (20.27%)

## 2. Personnel

The size of the staff reporting to the preservation administrator is a key factor in defining a library's level of preservation program development. Table 3, below, displays the relation between number of professional staff FTE and the number of support staff FTE and student assistant FTE in preservation units (a total of 74 programs reported). The preservation administrator is included in the number of professional staff.

Reporting accurate statistics regarding the number of FTE staff engaged in preservation activities library-wide has always been problematic. The variety and complexity of organizational structures make collecting the data a time-consuming and difficult burden for libraries. Even in libraries with large-scale preservation departments, the data show that there are preservation aspects in the work of almost every library unit and that preservation is a library-wide responsibility. The more decentralized preservation activities are, the more scattered preservation staff becomes, and thus providing accurate data is all the more difficult. Given these caveats, Table 4 shows the medians of staff in preservation programs, library-wide (with 107 libraries reporting data).

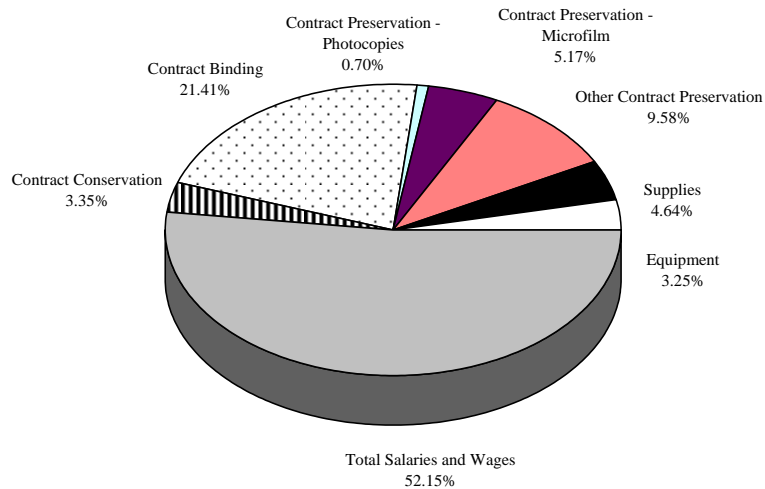
**Table 3. Staffing Patterns of Preservation Programs**

<u>Number of Professionals</u>	<u>Median of Support Staff</u>	<u>Median of Student Assistants</u>	<u>Median of Total FTE</u>
4 or more (21.62%)	8.78	1.94	17.28
2 - 3.9 (27.03%)	4.00	1.82	8.63
1 - 1.9 (36.49%)	4.00	1.50	6.50
less than 1 (14.86%)	4.00	1.48	6.00

**Table 4. Staffing Patterns of Preservation Activities Library-wide**

<u>Number of Professionals</u>	<u>Median of Support Staff</u>	<u>Median of Student Assistants</u>	<u>Median of Total FTE</u>
4 or more (25.23%)	13.26	4.07	25.98
2 - 3.9 (26.17%)	6.93	2.33	11.88
1 - 1.9 (20.56%)	6.00	2.05	8.85
less than 1 (25.23%)	3.60	1.75	5.37

**Graph 2: Preservation Expenditures 2004-05**



### 3. Expenditures

The financial support for preservation activities in ARL university libraries ranged from \$55,406 to \$6.8 million during fiscal year 2004-05. As a corollary, ARL university libraries spent between one-half of one percent and roughly 6.6 percent of their total budgets on preservation.

Table 5 summarizes preservation expenditures by displaying the midpoint for three ranges for all reporting ARL libraries, including the Library of Congress, which alone spent more than \$21 million on its preservation programs. Table 5 also indicates corresponding median preservation expenditures as a percentage of total operating expenditures and as a percentage of materials expenditures. Graph 2, above, highlights the allocation of preservation expenditures, based on data from all reporting ARL libraries. Local needs and capabilities will determine the exact allocation of budgetary resources to various activities, but it is useful to look at the aggregate apportionment for ARL member libraries. The typical trends still hold true, with salaries and wages being the biggest expense.

<b>Table 5. Preservation Expenditures</b>			
	<u>Third Quartile</u>	<u>Median of All Responses</u>	<u>First Quartile</u>
Total Preservation Expenditures	\$804,037	\$441,204	\$317,362
Preservation Expenditures as % of Total Library Exp.	3.19%	2.30%	1.62%
Preservation Expenditures as % of Materials Expenditures	8.98%	5.55%	3.65%



#### 4. Conservation Treatment

Conservation treatments encompass an array of activities as defined in the instructions that accompanied the survey. Beginning in 1989-90, the amount of *time* required to complete conservation treatments has been used (i.e., “treatments that require 15 minutes or less to perform”, “more than 15 minutes but less than 2 hours”, and “more than 2 hours”). While the resulting data tell only how long the treatments take rather than how technically complex they are, results are more reliable and do not invite facile assumptions about the nature of an institution’s conservation program. The table below provides information on the number of volumes that received minor (Level 1) treatment and the number of volumes that were given more time-consuming intermediate (Level 2) and major (Level 3) conservation treatment. It is recognized that significant differences exist in the nature of treatments performed.

Table 6. Conservation Treatment			
	<u>Third Quartile</u>	<u>Median of All Responses</u>	<u>First Quartile</u>
Number of Volumes: Level 1 Treatment	7,617	3,763	1,492
Number of Volumes: Levels 2 & 3 Treatment	2,288	1,292	587

#### 5. Preservation Reformatting

This section was revised substantially in 1997-98,<sup>4</sup> and patterns are just now beginning to emerge from the resulting data. Preservation reformatting questions distinguish between reformatting of (a) bound volumes/pamphlets, (b) single, unbound sheets, and (c) photographs and non-paper items (e.g., audiotapes, motion picture film). Preservation reformatting tracks photocopying, microfilming, and digitizing for (a) bound volumes and (b) single sheets.

*ARL Preservation Statistics* actually underreports total microfilming among ARL members, as the reporting of preservation microfilming remains problematic. Although the best indicator of microfilm output is the total number of exposures or frames filmed, many libraries failed to report this figure. The

<sup>4</sup> The survey was revised to address identified problems with the earlier versions of the questionnaire and to ask for new data elements (In some cases, in the form of optional questions). All critical data elements have been retained so libraries can continue to track comparable information over the past decade. In particular, the questionnaire was revised in the following manner:

- In the “conservation treatment,” “commercial binding,” and “preservation reformatting” categories, breakdowns identifying “in-house” vs. “contract” treatments have been eliminated and a composite figure is requested. This change eliminates half of the data categories while retaining all significant data. Outsourcing continues to be captured in the “expenditures” section of the survey, as in earlier versions.
- Confusion regarding photographs and non-paper items has been eliminated by separating “conservation” (repair of the original – question #19) from reformatting (copying of the original – question #24).
- For the purposes of streamlining, questions involving the number of titles and number of frames microfilmed have been eliminated, and a single measure of accomplishment – “number of volumes filmed” – has been retained. Data categories for microfilm and microfiche have been collapsed.
- The microfilming of unbound sheets has been broken out from bound-volume filming to yield clear, meaningful statistics. The same holds true for photocopying.
- Two optional questions regarding digitizing have been added (“number of bound volumes/pamphlets digitized” and “number of single, unbound sheets [manuscripts, maps, photographs] digitized”). In the instructions for the survey, “digitizing for preservation purposes” has been broadly defined.

survey revision was therefore designed to track only volumes, rather than titles and exposures; this figure is charted in Graph 1 and totals 165,460 volumes in 2004-05. A separate question tracks single, unbound sheets microfilmed, which totaled 11,753,140 in 2004-05, the highest amount for that figure since 2001-02 and the second-highest figure reported since the survey revision.

Digitizing bound volumes is gradually emerging as a viable preservation option. In 2004-05, 52 ARL libraries reported more than zero bound volumes digitized. The amount of items digitized varies widely, from one volume in a few institutions to 6,161 volumes digitized by the University of Georgia.

### **Analysis of Core Data by Size of Collection**

This section analyzes the organizational, fiscal, and functional components of preservation programs in relation to collection size. Many factors — including the age, nature and scope of the collection, the environmental conditions under which the collections have been housed, and the level of use — shape the ways in which a library's preservation program develops. However, size of collection is the most important factor in measuring the level of preservation effort.

In 1991, ARL published preservation program benchmarks for selected core activities in the *Preservation Program Models* report,<sup>5</sup> which were intended to serve as indicators of the level of effort that can be expected as a library's preservation program develops. The benchmarks reflect targets and are a useful tool for measuring progress toward meeting preservation needs. The tables in this section parallel the four size groupings of ARL libraries used in the *Preservation Program Models* report:<sup>6</sup> more than 5 million volumes, 3 to 5 million volumes, 2 to 3 million volumes, and less than 2 million volumes. For each group, the tables provide medians for personnel, budget, and production, which offer a composite measure for assessing the scale of local effort. The benchmarks reflect an ideal progression of preservation program development, and provide a useful tool for comparing the level of preservation services needed with the current level. The size groupings and number of libraries in each category are:

Group 1:*	Over 5 million volumes (28 libraries)
Group 2:+	3 to 5 million volumes (40 libraries)
Group 3:#	2 to 3 million volumes (35 libraries)
Group 4:^	Under 2 million volumes (3 libraries)

The tables below summarize the responses in five categories for each of the four size groupings. Please note the following when reading the tables:

*	6 libraries in this group reported no Preservation Unit
+	10 libraries in this group reported no Preservation Unit
#	14 libraries in this group reported no Preservation Unit
^	2 libraries in this group reported no Preservation Unit

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<sup>5</sup> Jan Merrill-Oldham, Carolyn Clark Morrow, and Mark Roosa, *Preservation Program Models: A Study Project and Report* (Washington, DC: Association of Research Libraries, 1991).

<sup>6</sup> The libraries in each group are determined by data submitted to *ARL Statistics 2004-05* (Washington, DC: Association of Research Libraries, 2006).

**Table 7. Staffing Patterns of Preservation Programs**

	Median of Professionals	Median of Support Staff	Median of Students	Median of Total FTE
Group 1	2.55	6.76	1.50	12.20
Group 2	1.15	4.00	2.00	7.60
Group 3	1.00	3.00	1.17	5.50
Group 4	1.00	0	0.15	1.15

**Table 8. Staffing Patterns of Preservation Activities Library-wide**

	Median of Professionals	Median of Support Staff	Median of Students	Median of Total FTE
Group 1	4.79	12.28	3.50	24.85
Group 2	2.25	6.00	2.75	11.20
Group 3	1.00	4.50	2.00	7.80
Group 4	0.72	2.15	0.30	4.45

**Table 9. Preservation Expenditures**

	Median of Total Preservation Expenditures	Median of Pres. Exp. as % of Total Library Exp.	Median of Pres. Exp. as % of Materials Exp.
Group 1	1,190,663	2.92	9.52
Group 2	476,887	2.06	5.46
Group 3	344,300	2.12	5.09
Group 4	189,144	1.51	2.96

**Table 10. Conservation Treatment**

	Median of Level 1 Treatment	Median of Level 2 Treatment	Median of Level 3 Treatment
Group 1	5,547	1,541	186
Group 2	3,512	1,211	71
Group 3	2,313	744	14
Group 4	648	382	0

**Table 11. Contract Binding**

	Median of Contract Binding Expenditures	Median of Number of Volumes Bound
Group 1	317,752	36,515
Group 2	143,066	18,572
Group 3	92,087	10,729
Group 4	75,071	11,014

## Conclusion

*ARL Preservation Statistics* provides a broad range of quantitative data and should not be used as a measure of quality of preservation programs. Preservation efforts encompass a diverse array of activities, and there are substantial differences in the nature of preservation work. *ARL Preservation Statistics* cannot completely capture the richness, sheer variety, and full extent of each library's preservation commitment. Much progress has been achieved, however, in increasing the consistency and hence comparability of the reported quantitative data.

Most of the data contained in this publication are descriptive indices of preservation activities in research libraries, including preservation staffs, expenditures, and productivity. The data are also useful in determining the organization of preservation units and the components of preservation programs. Each library's total expenditures and materials expenditures, as reported in *ARL Statistics 2004-05*, are displayed in the tables together with the percentage of preservation expenditures. To aid comparability, expenditures of Canadian libraries are expressed in U.S. dollars at the rate of 1.24971 Canadian dollars to one U.S. dollar. This exchange rate is the average monthly noon exchange rate published in the *Bank of Canada Review* for the period from July 2004 to June 2005. Expenditures reported in Canadian dollars are given in the "Footnotes to the *ARL Preservation Statistics*."

Those using *ARL Preservation Statistics* to compare activities in individual institutions will need to consult the definitions used in the instructions as well as the "Footnotes" section. Although the definitions and procedures used in the Preservation Statistics questionnaire aim to achieve consistency, variant reporting practices do exist among ARL libraries. Care should be taken in comparing this year's data to data collected in previous years, taking into account the revisions in the questionnaire described earlier in this introduction.

Again, all the data in this publication are quantitative and descriptive and are not indicative of qualitative factors. When comparing any individual library preservation program to ARL medians or to other ARL members, one must be careful to make such comparisons within the context of differing institutional and local goals and preservation needs.

Association of Research Libraries  
September 31, 2006

**DATA TABLE**  
**SUMMARY OF PRESERVATION**  
**1988-89 to 1995-96<sup>+</sup>**

Year	1988-89	1989-90	1990-91	1991-92	1992-93	1993-94	1994-95	1995-96
Number of Institutions Reporting:	107	115	117	119	114	115	115	116
Number of Preservation Administrators:	66	77	77	76	77	80	81	80
Total Staff Engaged in Preservation Activities Library-Wide:	1,620.52	1,760.73	1,744.34	1,867	1,841.99	1,900.20	1,912.08	1,879.54
Total Preservation Expenditures:	\$60,714,802	\$66,045,392	\$70,705,449	\$76,550,655	\$76,793,364	\$77,674,363	\$79,164,226	\$77,069,334
<b>Conservation Treatment (volumes)</b>								
Level 1:	661,047*	687,897	672,567	1,038,934	669,616	683,305	666,623	610,927
Level 2:	185,294*	277,370	273,825	265,891	265,848	246,475	233,946	230,870
Level 3:	21,736*	35,323	18,629	24,459	24,241	23,729	25,814	22,453
Total:	905,669*	1,003,126	965,075	1,334,786	964,375	991,254	957,091	919,714
<b>Microfiliming Treatment</b>								
Titles:	75,198	68,904	77,740	93,052	104,818	106,733	133,290	89,560
Volumes:	60,502	92,093	123,233	204,934	124,455	127,650	173,646	154,805
Exposures:	18,254,133	23,687,873	28,264,637	28,892,445	32,844,044	29,900,149	28,474,292	25,772,672

Source: *ARL Preservation Statistics 2004-05* (Washington, D.C.: Association of Research Libraries, 2006)

+ The *ARL Preservation Statistics* survey was revised in 1996-97, eliminating certain categories, adding others and changing the ways in which some items conserved are counted. These data reflect the pre-revision categories and counting methods. See the Introduction for details.

\* In the 1988-89 survey, conservation treatment was divided into Minor, Interim, and Major categories.

**DATA TABLE**  
**SUMMARY OF PRESERVATION**  
**1996-97 to 2004-05<sup>+</sup>**

Year	1996-97	1997-98	1998-99	1999-2000	2000-01	2001-02	2002-03	2003-04	2004-05
Number of Institutions Reporting:	115	118	114	110	113	116	115	109	107
Number of Preservation Administrators:	83	82	81	77	82	81	78	77	74
Total Staff Engaged in Preservation Activities Library-Wide:	1,742.57	1,825.53	1,765.70	1,753.29	1,800.04	1,835.31	1,746.62	1,634.77	1,707.36
Total Preservation Expenditures:	\$80,772,236	\$83,340,852	\$82,642,548	\$85,842,245	\$92,276,777	\$96,575,155	\$97,833,909	\$97,812,776	\$99,931,352
<b>Conservation Treatment (volumes)</b>									
Level 1:	697,922	693,113	686,319	660,597	624,728	873,842	658,664	661,074	690,304
Level 2:	213,064	241,538	207,114	254,296	222,995	183,437	174,868	167,155	156,815
Level 3:	22,520	28,748	33,119	62,179	19,018	286,622	32,806	20,588	23,111
Total:	933,506	963,405	919,038	976,658	867,593	1,343,598	868,293	839,961	870,230
<b>Microfiliming Treatment</b>									
Volumes:	109,526	94,044	191,348	87,531	62,039	88,170	50,397	210,878	165,460
Single Sheets:	6,727,348	7,700,261	7,540,695	6,214,507	9,204,948	11,970,653	9,391,834	9,854,280	11,753,140

Source: *ARL Preservation Statistics 2004-05* (Washington, D.C.: Association of Research Libraries, 2006)

+ The *ARL Preservation Statistics* survey was revised in 1996-97, eliminating certain categories, adding others and changing the ways in which some items conserved are counted. These data reflect the post-revision categories and counting methods. See the Introduction for details.

## LIBRARY DATA TABLES

# ARL PRESERVATION STATISTICS 2004-05

**TABLE 1**  
**PERSONNEL (FTE)**

	Pres. Adm.	% time on Pres.	Pres. Unit Prof. Staff	Pres. Unit Support Staff	Pres. Unit Student Assist.	Pres. Unit Total Staff	Library- Wide Prof. Staff	Library- Wide Support Staff	Library- Wide Student Assist.	Library- Wide Total Staff
(Survey Question #)	(1)	(2)	(4a)	(4b)	(4c)	(4d)	(5a)	(5b)	(5c)	(5d)
INSTITUTION										
ALABAMA+	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.32	2.18	1.90	4.40
ARIZONA	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.95	0.75	1.40	3.10
ARIZONA STATE	No	UA/NA	1.02	2.00	0.36	3.38	1.24	5.48	1.93	8.65
AUBURN+	Yes	100	1.00	3.00	2.50	6.50	1.33	3.17	3.17	7.67
BOSTON COLLEGE+	Yes	100	2.00	2.00	1.50	5.50	2.25	4.00	1.50	7.75
BRIGHAM YOUNG	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	5.00	UA/NA	UA/NA	5.00
BRITISH COLUMBIA+	No	0	0.30	0	0	0.30	0.40	4.93	0.08	5.41
BROWN	Yes	50	4.00	5.00	2.50	11.50	4.00	5.00	2.50	11.50
CALIFORNIA, BERKELEY+	Yes	100	2.00	10.90	3.80	16.70	8.30	16.21	10.41	34.92
CALIFORNIA, DAVIS+	Yes	50	0.05	4.00	2.50	6.55	0.05	5.50	3.00	8.55
CALIFORNIA, IRVINE	Yes	100	0	5.00	1.48	6.48	0.30	5.25	2.15	7.70
CALIFORNIA, LOS ANGELES+	Yes	25	0	0	0	0	2.10	6.87	3.27	12.24
CALIFORNIA, RIVERSIDE	Yes	100	0.50	4.00	2.74	7.24	0.50	4.00	2.74	7.24
CALIFORNIA, SAN DIEGO+	Yes	60	0.60	4.19	2.40	7.19	1.73	8.88	4.88	15.49
CALIFORNIA, SANTA BARBARA	No	0	0	0	0	0	0.20	4.50	3.50	8.20
CASE WESTERN RESERVE+	Yes	100	1.00	2.85	0.62	4.47	2.71	4.10	1.62	8.43
CHICAGO+	Yes	100	2.00	3.70	1.90	7.60	3.70	15.20	5.40	24.30
CINCINNATI	Yes	70	1.25	3.50	0.50	5.25	1.25	3.50	0.50	5.25
COLORADO+	Yes	100	2.00	5.40	1.25	8.65	2.25	7.25	2.25	11.75
COLORADO STATE	Yes	100	1.21	4.66	1.48	7.35	1.21	4.66	1.48	7.35
COLUMBIA+	Yes	100	6.00	14.33	1.88	22.21	8.53	20.29	3.91	32.73
CONNECTICUT	Yes	100	1.00	2.00	2.18	5.18	1.30	3.00	2.48	6.78
CORNELL+	Yes	100	5.70	9.30	0.43	15.43	8.36	14.77	4.14	27.27
DARTMOUTH+	Yes	100	2.00	4.00	1.60	7.60	2.00	9.40	1.70	13.10
DELAWARE	Yes	100	1.00	4.00	2.79	7.79	1.25	4.75	4.04	10.04
DUKE+	Yes	100	2.10	4.75	1.75	8.60	2.13	5.53	1.75	9.41
EMORY+	Yes	100	3.00	2.50	1.05	6.55	4.77	16.58	2.29	23.64
FLORIDA	Yes	100	1.00	7.00	1.50	9.50	UA/NA	UA/NA	UA/NA	UA/NA
GEORGE WASHINGTON+	No	UA/NA	0	0	0	0	0.25	5.36	1.60	7.21
GEORGETOWN+	Yes	100	1.00	UA/NA	UA/NA	1.00	1.00	4.50	0.38	5.88
GEORGIA+	Yes	50	0.50	2.50	0.80	3.80	6.85	17.87	9.82	34.54
GEORGIA TECH+	No	UA/NA	3.00	3.00	4.00	10.00	6.00	4.00	4.00	14.00
GUELPH+	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.01	0.25	0.75	1.01
HARVARD+	Yes	100	33.00	45.60	2.75	81.35	52.25	68.22	8.96	129.43
HAWAII+	Yes	100	5.00	0	3.57	8.57	5.00	0	3.57	8.57
ILLINOIS, URBANA	Yes	100	3.00	4.51	6.06	13.57	4.57	13.12	8.34	26.03
INDIANA	Yes	100	3.00	4.00	3.00	10.00	5.00	8.00	7.00	20.00
IOWA+	Yes	100	2.50	7.50	4.65	14.65	2.55	8.85	5.94	17.34
IOWA STATE+	Yes	100	2.00	6.50	2.60	11.10	2.00	7.00	2.60	11.60
JOHNS HOPKINS	Yes	100	4.02	5.10	10.00	19.12	4.02	5.13	10.00	19.15
KANSAS+	Yes	100	1.00	4.20	7.25	12.45	1.36	6.03	8.00	15.39
KENT STATE+	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.07	0.05	0.80	0.92
KENTUCKY+	Yes	100	2.00	3.50	2.50	8.00	3.54	8.45	5.28	17.27
LOUISIANA STATE+	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.65	6.75	3.00	10.40
LOUISVILLE	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0	0	UA/NA	UA/NA
MCGILL+	Yes	100	1.00	0	0	1.00	1.50	6.00	2.50	10.00

+ - See Footnotes

UA/NA - Unavailable or Not Applicable



# ARL PRESERVATION STATISTICS 2004-05

**TABLE 1**  
**PERSONNEL (FTE)**

	Pres. Adm.	% time on Pres.	Pres. Unit Prof. Staff	Pres. Unit Support Staff	Pres. Unit Student Assist.	Pres. Unit Total Staff	Library- Wide Prof. Staff	Library- Wide Support Staff	Library- Wide Student Assist.	Library- Wide Total Staff
(Survey Question #)	(1)	(2)	(4a)	(4b)	(4c)	(4d)	(5a)	(5b)	(5c)	(5d)
INSTITUTION										
MCMASTER+	Yes	100	2.00	0	0.30	2.30	2.00	2.15	0.30	4.45
MARYLAND	Yes	100	4.00	7.10	1.00	12.10	7.03	13.70	4.90	25.63
MASSACHUSETTS	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.65	2.90	0.29	3.84
MIT	Yes	100	2.00	3.50	0.90	6.40	4.60	5.00	3.20	12.80
MIAMI+	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.96	6.52	3.36	10.84
MICHIGAN+	Yes	100	4.50	8.25	0.80	13.55	6.35	14.70	4.88	25.93
MICHIGAN STATE+	Yes	75	1.75	6.00	3.84	11.59	2.90	8.35	8.24	19.49
MINNESOTA+	No	2	0.02	1.35	0.80	2.17	0.17	9.59	1.95	11.71
MONTREAL+	No	UA/NA	0	0	0	0	2.73	8.47	0	11.20
NEBRASKA	Yes	33	0.66	6.00	3.00	9.66	1.30	8.50	5.40	15.20
NEW MEXICO+	No	UA/NA	0.10	0.50	0	0.60	0.60	5.60	5.30	11.50
NEW YORK+	Yes	100	4.00	4.25	2.50	10.75	6.39	5.35	6.00	17.74
NORTH CAROLINA+	Yes	100	2.00	6.93	1.18	10.11	8.55	15.24	8.20	31.99
NORTH CAROLINA STATE+	Yes	100	2.00	6.00	2.48	10.48	3.08	7.53	3.11	13.72
NORTHWESTERN+	Yes	100	2.60	6.15	3.35	12.10	3.78	13.26	5.85	22.89
NOTRE DAME+	Yes	100	1.00	5.80	2.00	8.80	1.03	6.74	2.10	9.87
OHIO+	Yes	90	1.90	2.00	1.00	4.90	2.45	2.75	2.00	7.20
OHIO STATE	Yes	25	1.90	6.60	2.90	11.40	3.20	14.80	7.40	25.40
OKLAHOMA	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.60	2.15	1.28	4.03
OKLAHOMA STATE	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.40	2.98	3.48	6.86
PENNSYLVANIA	No	0	0	0	0	0	0.60	6.10	2.50	9.20
PENNSYLVANIA STATE+	Yes	100	1.00	10.33	7.31	18.64	1.00	11.43	10.36	22.79
PITTSBURGH+	Yes	100	1.00	4.00	2.00	7.00	1.00	6.00	3.00	10.00
PRINCETON	Yes	100	6.16	3.92	0.50	10.58	7.36	7.47	3.25	18.08
PURDUE+	No	UA/NA	0	0	0	0	1.00	7.25	0.45	8.70
RICE+	Yes	100	1.00	4.00	0.50	5.50	1.75	4.25	0.50	6.50
ROCHESTER	Yes	100	3.00	3.50	3.00	9.50	3.50	5.00	3.50	12.00
RUTGERS	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	2.20	2.30	1.93	6.43
SASKATCHEWAN+	No	UA/NA	0	0	0	0	0.72	4.60	0	5.32
SOUTH CAROLINA	Yes	100	1.50	3.00	0.50	5.00	3.50	5.00	0.50	9.00
SOUTHERN CALIFORNIA+	No	UA/NA	0	0	0	0	0	3.00	2.00	5.00
SOUTHERN ILLINOIS	No	UA/NA	0	0	0	0	0.15	4.83	2.87	7.85
SUNY-ALBANY	Yes	100	2.00	1.00	1.17	4.17	2.25	4.00	1.17	7.42
SUNY-BUFFALO	Yes	25	2.75	0.50	0.75	4.00	7.50	3.00	3.00	13.50
SUNY-STONY BROOK	Yes	85	0.85	1.00	0.20	2.05	0.95	1.33	0.55	2.83
SYRACUSE+	Yes	50	1.50	3.00	0.10	4.60	3.40	3.65	0.24	7.29
TENNESSEE	Yes	95	0	4.00	2.00	6.00	2.25	8.10	2.40	12.75
TEXAS+	Yes	100	7.50	11.00	2.50	21.00	9.50	18.37	4.84	32.71
TEXAS A&M	Yes	50	0.75	0.50	0.60	1.85	2.25	6.05	4.92	13.22
TEXAS TECH+	Yes	100	1.00	1.00	0.50	2.50	2.00	5.00	3.50	10.50
TORONTO+	No	UA/NA	3.00	10.00	UA/NA	13.00	4.00	10.00	UA/NA	14.00
UTAH+	Yes	100	1.00	6.00	3.50	10.50	1.00	6.00	3.50	10.50
VANDERBILT+	Yes	100	1.00	5.50	UA/NA	6.50	2.01	10.11	0.45	12.57
VIRGINIA+	Yes	75	0	2.50	0.50	3.00	0.10	3.60	0.70	4.40
VIRGINIA TECH	Yes	100	1.00	2.00	1.00	4.00	1.00	6.00	2.00	9.00
WASHINGTON+	Yes	100	1.73	0	0.85	2.58	2.44	10.08	3.50	16.02

+ - See Footnotes

UA/NA - Unavailable or Not Applicable

# ARL PRESERVATION STATISTICS 2004-05

**TABLE 1**  
**PERSONNEL (FTE)**

	Pres. Adm.	% time on Pres.	Pres. Unit Prof. Staff	Pres. Unit Support Staff	Pres. Unit Student Assist.	Pres. Unit Total Staff	Library- Wide Prof. Staff	Library- Wide Support Staff	Library- Wide Student Assist.	Library- Wide Total Staff
(Survey Question #)	(1)	(2)	(4a)	(4b)	(4c)	(4d)	(5a)	(5b)	(5c)	(5d)
<b>INSTITUTION</b>										
WASHINGTON STATE	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA
WASHINGTON U-ST. LOUIS	Yes	100	1.05	7.30	2.00	10.35	1.05	8.30	2.00	11.35
WATERLOO+	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0	3.23	0.11	3.34
WAYNE STATE+	No	0	0	0	0	0	1.35	2.20	0.60	4.15
WESTERN ONTARIO+	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	0.55	0.25	0.58	1.38
WISCONSIN+	Yes	100	1.00	3.84	2.00	6.84	6.68	13.26	9.04	28.98
YALE+	Yes	100	5.15	16.00	0.40	21.55	7.79	22.01	2.27	32.07
YORK+	No	UA/NA	0	0	0	0	0.37	2.67	0.15	3.19
BOSTON PUBLIC	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	1.00	1.00	0	2.00
LIBRARY OF CONGRESS+	Yes	100	57.00	38.00	0	95.00	82.00	45.00	0	127.00
NATL AGRICULTURAL LIB	No	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	3.93	2.15	0.64	6.72
LIB & ARCHIVES CANADA+	Yes	100	131.16	10.00	1.50	142.66	131.16	10.00	1.50	142.66
NATL LIB OF MEDICINE+	Yes	80	5.80	6.55	3.00	15.35	13.60	8.55	4.00	26.15
NEW YORK PUBLIC	Yes	100	6.00	31.00	2.00	39.00	11.96	39.43	2.00	53.39
NEW YORK STATE	Yes	100	1.00	6.00	1.50	8.50	1.00	6.00	1.50	8.50

## SUMMARY DATA

	Pres. Unit Prof. Staff	Pres. Unit Support Staff	Pres. Unit Student Assist.	Pres. Unit Total Staff	Library- Wide Prof. Staff	Library- Wide Support Staff	Library- Wide Student Assist.	Library- Wide Total Staff
(Survey Question #)	(4a)	(4b)	(4c)	(4d)	(5a)	(5b)	(5c)	(5d)
<b>University Medians</b>	1.05	3.88	1.37	6.84	2.00	5.53	2.60	10.50
<b>University Totals</b>	177.12	368.81	143.82	689.75	304.74	726.05	310.15	1,340.94
<b>Number of Libraries</b>	85	84	82	85	98	97	95	97
<b>Nonuniversity Medians</b>	6.00	10.00	1.50	39.00	11.96	8.55	1.50	26.15
<b>Nonuniversity Totals</b>	200.96	91.55	8.00	300.51	244.65	112.13	9.64	366.42
<b>Number of Libraries</b>	5	5	5	5	7	7	7	7
<b>GRAND MEDIAN</b>	1.23	4.00	1.48	7.21	2.00	5.80	2.50	10.50
<b>GRAND TOTAL</b>	378.08	460.36	151.82	990.26	549.39	838.18	319.79	1,707.36
<b>NUMBER OF LIBRARIES</b>	90	89	87	90	105	104	102	104

+ - See Footnotes

UA/NA - Unavailable or Not Applicable



# ARL PRESERVATION STATISTICS 2004-05

**TABLE 2**  
**EXPENDITURES**

(Survey Question #)	Total Salaries & Wages	Contract Conservation	Contract Binding	Contract Preservation: Photocopy	Contract Preservation: Microfilm	Other Contract Expend.	Total Contract Expend.	Supplies
(6d)	(7a)	(7b)	(7c)	(7d)	(7e)	(7f)	(8)	
INSTITUTION								
ALABAMA+	157,385	0	79,546	0	0	0	79,546	4,593
ARIZONA	105,722	9,567	80,000	0	0	0	89,567	32,061
ARIZONA STATE	245,116	15,457	172,583	0	0	6,987	195,027	25,760
AUBURN+	166,250	0	74,866	0	0	0	74,866	14,809
BOSTON COLLEGE+	295,892	0	121,888	6,334	0	0	128,222	12,293
BRIGHAM YOUNG	276,500	UA/NA	239,854	UA/NA	UA/NA	UA/NA	239,854	55,000
BRITISH COLUMBIA+	150,475	0	146,897	0	9,665	0	156,563	10,402
BROWN	430,957	32,126	226,081	12,972	UA/NA	UA/NA	271,179	26,905
CALIFORNIA, BERKELEY+	1,329,724	7,041	902,525	31,762	62,261	0	1,003,589	33,232
CALIFORNIA, DAVIS+	174,487	0	129,460	2,296	5,421	20,889	158,066	21,986
CALIFORNIA, IRVINE	229,523	0	86,094	0	7,017	0	93,111	20,518
CALIFORNIA, LOS ANGELES+	454,578	12,143	448,581	1,500	54,960	10,113	527,297	48,867
CALIFORNIA, RIVERSIDE	176,526	0	243,746	0	0	0	243,746	16,590
CALIFORNIA, SAN DIEGO+	537,947	3,500	307,740	1,027	5,865	6,503	324,635	34,024
CALIFORNIA, SANTA BARBARA	150,317	0	183,938	1,093	0	6,300	191,331	18,228
CASE WESTERN RESERVE+	248,185	UA/NA	86,329	UA/NA	149	4,524	91,002	3,156
CHICAGO+	807,152	77,246	393,949	0	0	65,739	536,934	66,144
CINCINNATI	164,359	0	119,436	0	0	0	119,436	4,595
COLORADO+	388,567	8,769	86,719	7,142	0	0	102,630	29,975
COLORADO STATE	245,277	UA/NA	116,616	UA/NA	85	1,132	117,833	26,854
COLUMBIA+	1,140,776	141,552	362,072	160,329	349,925	164,439	1,178,317	53,307
CONNECTICUT	259,001	1,920	234,001	7,993	4,754	0	248,668	20,795
CORNELL+	508,627	0	161,736	41,544	0	8,845	212,125	26,508
DARTMOUTH+	302,332	220	118,675	12,506	592	833	132,826	10,388
DELAWARE	263,658	32,491	82,341	22,452	2,493	8,264	148,041	17,792
DUKE+	330,224	13,731	170,411	733	0	0	184,875	29,348
EMORY+	377,703	0	141,657	6,672	0	0	148,329	11,469
FLORIDA	241,076	UA/NA	298,410	0	UA/NA	UA/NA	0	51,384
GEORGE WASHINGTON+	171,865	0	140,832	0	0	0	140,832	5,460
GEORGETOWN+	233,622	7,601	125,730	28,759	UA/NA	UA/NA	162,090	7,447
GEORGIA+	738,166	37,500	317,280	0	630	888	356,298	80,005
GEORGIA TECH+	274,240	0	43,690	0	0	0	43,690	3,369
GUELPH+	18,253	0	25,106	0	0	0	25,106	12,047
HARVARD+	4,712,526	253,610	940,056	28,762	291,983	177,947	1,692,358	295,366
HAWAII+	279,959	28,172	167,625	0	11,342	0	207,139	UA/NA
ILLINOIS, URBANA	822,239	46,399	309,333	41,695	27,182	152,601	577,210	87,375
INDIANA	386,006	0	317,484	0	0	34,487	351,971	52,872
IOWA+	547,727	0	177,698	0	5,356	26,150	209,204	34,540
IOWA STATE+	359,643	17,316	153,388	3,933	223	7,293	182,153	36,281
JOHNS HOPKINS	245,461	0	125,709	0	0	0	125,709	12,217
KANSAS+	199,719	0	119,276	0	0	0	119,276	28,000
KENT STATE+	15,098	0	85,689	0	0	0	85,689	UA/NA

# ARL PRESERVATION STATISTICS 2004-05

TABLE 2  
EXPENDITURES

Equipment	Total Preserv. Expend.	Preserv. Expend. from External Sources	Library Expend. (from ARL Statistics)	Preserv. as % of Total Library Expend.	Materials Expend. (from ARL Statistics)	Preserv. as % of Total Materials Expend.	(Survey Question #) INSTITUTION
(9)	(10)	(11)	-a-	-b-	-c-	-d-	
43,839	285,363	0	13,587,699	2.10	6,274,306	4.55	ALABAMA
51,526	278,876	15,876	27,342,719	1.02	11,289,602	2.47	ARIZONA
0	465,903	0	24,581,554	1.90	9,875,520	4.72	ARIZONA STATE
210	256,135	0	12,251,864	2.09	5,261,396	4.87	AUBURN
0	436,407	0	16,880,163	2.59	7,783,477	5.61	BOSTON COLLEGE
0	571,354	UA/NA	24,971,681	2.29	10,301,595	5.55	BRIGHAM YOUNG
0	317,440	200	27,218,279	1.17	11,794,175	2.69	BRITISH COLUMBIA
10,076	739,117	5,155	18,478,976	4.00	8,064,841	9.16	BROWN
14,529	2,381,074	35,697	51,392,142	4.63	15,532,371	15.33	CALIFORNIA, BERKELEY
1,396	355,935	4,230	17,694,123	2.01	6,417,684	5.55	CALIFORNIA, DAVIS
1,790	344,942	920	17,577,307	1.96	6,926,009	4.98	CALIFORNIA, IRVINE
31,800	1,062,542	89,155	46,012,476	2.31	11,892,506	8.93	CALIFORNIA, LOS ANGELES
0	436,862	0	12,590,290	3.47	5,444,783	8.02	CALIFORNIA, RIVERSIDE
4,126	900,732	46,235	26,794,963	3.36	8,324,922	10.82	CALIFORNIA, SAN DIEGO
0	359,876	0	17,628,483	2.04	5,712,246	6.30	CALIFORNIA, SANTA BARBARA
34,957	377,300	4,086	14,597,197	2.58	6,784,251	5.56	CASE WESTERN RESERVE
0	1,410,230	72,294	27,743,553	5.08	13,489,603	10.45	CHICAGO
872	289,262	0	21,992,639	1.32	10,074,470	2.87	CINCINNATI
4,452	525,624	0	18,549,099	2.83	8,801,962	5.97	COLORADO
2,718	392,682	UA/NA	13,602,053	2.89	6,237,544	6.30	COLORADO STATE
45,699	2,418,099	850,663	50,451,496	4.79	19,159,897	12.62	COLUMBIA
6,514	534,978	0	22,980,420	2.33	8,200,363	6.52	CONNECTICUT
0	747,260	440,815	41,541,659	1.80	13,774,489	5.42	CORNELL
0	445,546	0	16,735,903	2.66	7,238,345	6.16	DARTMOUTH
4,027	433,518	7,907	15,893,753	2.73	7,364,975	5.89	DELAWARE
496	544,943	0	29,865,742	1.82	12,279,569	4.44	DUKE
18,390	555,891	14,816	29,951,903	1.86	13,370,261	4.16	EMORY
UA/NA	349,794	UA/NA	26,216,130	1.33	10,698,308	3.27	FLORIDA
2,688	320,845	0	20,210,171	1.59	9,172,967	3.50	GEORGE WASHINGTON
UA/NA	403,159	UA/NA	22,614,466	1.78	9,371,271	4.30	GEORGETOWN
58,723	1,233,192	192,062	22,679,865	5.44	11,013,996	11.20	GEORGIA
0	321,299	0	10,906,711	2.95	5,294,007	6.07	GEORGIA TECH
0	55,406	0	11,069,118	0.50	4,721,391	1.17	GUELPH
121,400	6,821,650	378,625	102,895,429	6.63	27,569,823	24.74	HARVARD
57,118	544,216	UA/NA	14,586,000	3.73	5,910,365	9.21	HAWAII
19,431	1,506,255	142,849	35,440,902	4.25	13,053,827	11.54	ILLINOIS, URBANA
0	790,849	31,842	30,725,103	2.57	12,674,170	6.24	INDIANA
12,463	803,934	7,142	24,648,673	3.26	11,866,373	6.77	IOWA
1,919	579,996	0	16,697,188	3.47	8,599,786	6.74	IOWA STATE
3,706	387,093	0	28,565,767	1.36	12,279,738	3.15	JOHNS HOPKINS
0	346,995	0	19,311,819	1.80	8,333,205	4.16	KANSAS
UA/NA	100,787	0	9,436,048	1.07	3,432,288	2.94	KENT STATE

UA/NA - Unavailable

# ARL PRESERVATION STATISTICS 2004-05

**TABLE 2**  
**EXPENDITURES**

	Total Salaries & Wages	Contract Conservation	Contract Binding	Contract Preservation: Photocopy	Contract Preservation: Microfilm	Other Contract Expend.	Total Contract Expend.	Supplies
(Survey Question #)	(6d)	(7a)	(7b)	(7c)	(7d)	(7e)	(7f)	(8)
INSTITUTION								
KENTUCKY+	446,672	2,910	189,816	0	0	1,500	194,226	34,647
LOUISIANA STATE+	178,529	0	51,799	0	0	0	51,799	30,054
LOUISVILLE	UA/NA	UA/NA	100,571	0	0	0	100,571	2,500
MCGILL+	221,651	12,814	169,965	0	0	0	182,779	9,432
MCMASTER+	139,521	0	128,147	0	624	0	128,771	9,086
MARYLAND	773,095	57,852	136,210	18,289	5,131	41,780	259,262	9,954
MASSACHUSETTS	147,428	0	96,800	1,188	1,383	35	99,406	8,435
MIT	445,192	4,200	210,385	672	0	0	215,257	9,130
MIAMI+	202,095	23,335	151,549	0	512	0	175,396	13,240
MICHIGAN+	1,237,000	52,903	384,172	70	8,060	325,089	770,294	43,450
MICHIGAN STATE+	592,196	15,309	225,978	0	38,588	69,651	349,526	20,255
MINNESOTA+	373,784	53,778	335,992	28,677	0	0	418,447	12,167
MONTREAL+	302,063	11,727	184,466	0	16,216	0	212,408	5,761
NEBRASKA	276,344	4,052	159,180	0	5,875	490	169,597	16,370
NEW MEXICO+	125,805	0	132,873	0	0	7,194	140,067	17,211
NEW YORK+	692,144	5,400	587,122	178	33,972	2,362	629,034	8,001
NORTH CAROLINA+	992,120	8,264	246,818	0	0	4,549	259,631	9,810
NORTH CAROLINA STATE+	315,850	0	169,903	11,040	35,513	2,385	218,841	32,940
NORTHWESTERN+	798,920	0	232,335	27,004	50,335	82,419	392,093	25,020
NOTRE DAME+	302,165	4,879	89,421	0	8,379	12,256	114,935	30,772
OHIO+	226,105	1,312	54,188	500	UA/NA	733	56,733	12,214
OHIO STATE	593,639	0	202,005	11,093	9,086	29,258	251,442	71,245
OKLAHOMA	71,673	17,634	192,494	2,432	0	0	212,560	4,139
OKLAHOMA STATE	132,705	1,565	60,223	0	0	0	61,788	7,259
PENNSYLVANIA	301,000	30,142	318,019	0	617	0	348,778	27,642
PENNSYLVANIA STATE+	582,791	29,675	424,518	0	20,458	112,363	587,014	25,352
PITTSBURGH+	178,443	24,400	197,854	9,300	75,598	50,000	357,152	14,615
PRINCETON	797,487	UA/NA	568,649	54,649	UA/NA	33,230	656,793	173,831
PURDUE+	225,501	0	97,845	0	0	0	97,845	5,110
RICE+	164,207	0	59,972	0	0	0	59,972	24,338
ROCHESTER	322,317	21,394	84,734	6,144	2,757	9,880	124,909	36,108
RUTGERS	189,378	0	144,475	0	0	0	144,475	9,173
SASKATCHEWAN+	113,165	0	75,071	0	0	0	75,071	908
SOUTH CAROLINA	201,775	15,000	79,100	0	14,000	0	108,100	20,511
SOUTHERN CALIFORNIA+	139,082	0	135,106	0	0	0	135,106	15,447
SOUTHERN ILLINOIS	198,102	0	140,737	1,040	0	0	141,777	16,774
SUNY-ALBANY	215,898	3,250	76,357	0	8,516	11,872	99,995	15,043
SUNY-BUFFALO	453,935	0	117,506	0	0	3,388	120,894	18,327
SUNY-STONY BROOK	121,000	7,970	54,394	4,400	2,200	19,501	88,465	11,949
SYRACUSE+	314,989	1,349	61,337	0	0	0	62,686	11,103
TENNESSEE	335,835	0	134,218	10,485	0	0	144,703	6,632
TEXAS+	941,965	0	139,980	0	8,139	0	148,119	107,654

# ARL PRESERVATION STATISTICS 2004-05

**TABLE 2**  
**EXPENDITURES**

Equipment	Total Preserv. Expend.	Preserv. Expend. from External Sources	Library Expend. (from ARL Statistics)	Preserv. as % of Total Library Expend.	Materials Expend. (from ARL Statistics)	Preserv. as % of Total Materials Expend.	(Survey Question #) INSTITUTION
(9)	(10)	(11)	-a-	-b-	-c-	-d-	
96,878	772,423	18,246	19,807,985	3.90	9,413,427	8.21	KENTUCKY
0	260,382	UA/NA	13,712,738	1.90	6,932,439	3.76	LOUISIANA STATE
0	103,071	UA/NA	16,612,024	0.62	8,641,096	1.19	LOUISVILLE
4,738	418,600	0	24,980,527	1.68	11,376,632	3.68	MCGILL
0	277,378	0	12,052,587	2.30	5,984,915	4.63	MCMASTER
910	1,043,221	0	21,841,492	4.78	8,415,165	12.40	MARYLAND
3,161	258,430	0	13,415,087	1.93	5,278,206	4.90	MASSACHUSETTS
16,777	686,356	0	20,663,012	3.32	7,140,052	9.61	MIT
5,368	396,099	17,770	20,562,774	1.93	10,643,708	3.72	MIAMI
5,329	2,056,073	46,046	47,113,239	4.36	20,309,007	10.12	MICHIGAN
1,309	963,286	54,803	22,811,257	4.22	9,487,402	10.15	MICHIGAN STATE
0	804,398	20,487	34,866,483	2.31	12,559,689	6.40	MINNESOTA
0	520,233	4,683	24,702,567	2.11	9,517,765	5.47	MONTREAL
13,820	476,131	40,500	15,016,679	3.17	6,572,861	7.24	NEBRASKA
2,500	285,583	2,500	19,193,337	1.49	5,817,037	4.91	NEW MEXICO
130,212	1,459,391	159,061	38,184,768	3.82	14,454,550	10.10	NEW YORK
UA/NA	1,261,561	UA/NA	32,489,076	3.88	12,766,914	9.88	NORTH CAROLINA
0	567,631	47,297	23,548,957	2.41	8,873,695	6.40	NORTH CAROLINA STATE
66,596	1,282,629	13,352	26,491,033	4.84	11,536,325	11.12	NORTHWESTERN
2,849	450,721	0	19,249,304	2.34	8,662,668	5.20	NOTRE DAME
2,218	297,270	19,556	13,918,324	2.14	5,391,032	5.51	OHIO
760	917,086	22,449	26,954,787	3.40	8,880,060	10.33	OHIO STATE
0	288,372	13,000	18,569,766	1.55	11,268,898	2.56	OKLAHOMA
122	201,874	17,164	13,760,638	1.47	6,690,031	3.02	OKLAHOMA STATE
0	677,420	0	32,150,410	2.11	13,100,485	5.17	PENNSYLVANIA
59,207	1,254,364	221,495	46,249,051	2.71	17,587,527	7.13	PENNSYLVANIA STATE
0	550,210	72,039	27,884,821	1.97	13,070,488	4.21	PITTSBURGH
147,325	1,775,436	25,400	35,713,585	4.97	14,230,665	12.48	PRINCETON
0	328,456	0	21,530,300	1.53	9,542,018	3.44	PURDUE
0	248,517	0	15,213,029	1.63	8,878,432	2.80	RICE
4,000	487,334	210,000	16,504,838	2.95	6,421,998	7.59	ROCHESTER
13,945	356,971	0	30,255,527	1.18	10,027,436	3.56	RUTGERS
0	189,144	0	12,524,891	1.51	6,382,518	2.96	SASKATCHEWAN
17,000	347,386	0	18,349,790	1.89	6,364,082	5.46	SOUTH CAROLINA
1,831	291,466	0	33,494,903	0.87	11,857,390	2.46	SOUTHERN CALIFORNIA
0	356,653	0	14,589,368	2.44	7,073,858	5.04	SOUTHERN ILLINOIS
0	330,936	135,479	12,248,462	2.70	5,122,321	6.46	SUNY-ALBANY
0	593,156	113,630	18,760,076	3.16	7,391,091	8.03	SUNY-BUFFALO
31,977	253,391	0	13,030,856	1.94	6,217,224	4.08	SUNY-STONY BROOK
0	388,778	159,650	13,995,085	2.78	5,351,232	7.27	SYRACUSE
34,922	522,092	0	21,871,331	2.39	10,146,013	5.15	TENNESSEE
6,749	1,204,487	91,669	38,942,773	3.09	13,149,394	9.16	TEXAS

UA/NA - Unavailable

# ARL PRESERVATION STATISTICS 2004-05

**TABLE 2**  
**EXPENDITURES**

	Total Salaries & Wages	Contract Conservation	Contract Binding	Contract Preservation: Photocopy	Contract Preservation: Microfilm	Other Contract Expend.	Total Contract Expend.	Supplies
(Survey Question #)	(6d)	(7a)	(7b)	(7c)	(7d)	(7e)	(7f)	(8)
<b>INSTITUTION</b>								
TEXAS A&M	278,920	0	159,945	0	0	2,000	161,945	25,375
TEXAS TECH <sup>+</sup>	250,136	0	55,951	0	0	0	55,951	3,000
TORONTO <sup>+</sup>	745,891	UA/NA	357,938	UA/NA	UA/NA	428	358,366	17,298
UTAH <sup>+</sup>	220,256	3,100	138,677	0	11,655	0	153,432	42,406
VANDERBILT <sup>+</sup>	367,270	9,223	123,743	0	0	0	132,966	20,254
VIRGINIA <sup>+</sup>	87,040	0	104,739	4,000	0	0	108,739	29,384
VIRGINIA TECH	243,063	0	77,355	0	0	0	77,355	0
WASHINGTON <sup>+</sup>	533,813	4,605	264,005	17,566	66,863	49,817	402,856	42,895
WASHINGTON STATE	UA/NA	UA/NA	73,662	UA/NA	UA/NA	UA/NA	73,662	UA/NA
WASHINGTON U.-ST. LOUIS	223,881	450	108,785	0	0	0	109,235	19,934
WATERLOO <sup>+</sup>	87,019	0	54,853	0	0	0	54,853	5,201
WAYNE STATE <sup>+</sup>	139,518	907	76,107	0	0	5,000	82,014	400
WESTERN ONTARIO <sup>+</sup>	15,254	9,303	121,552	0	0	0	130,855	2,329
WISCONSIN <sup>+</sup>	847,635	4,724	286,900	0	2,153	11,259	305,036	152,004
YALE <sup>+</sup>	1,390,725	1,056,971	490,373	47,585	153,015	117,766	1,865,710	171,218
YORK <sup>+</sup>	0	8,002	144,480	0	0	0	152,482	8,216
BOSTON PUBLIC	106,504	0	7,171	5,041	0	31,776	43,988	27,028
LIBRARY OF CONGRESS <sup>+</sup>	8,192,995	543,132	1,432,594	1,208	3,139,762	5,483,013	10,599,709	1,210,776
NATL AGRICULTURAL LIB	470,309	28,835	2,500	0	28,500	147,513	207,348	11,365
LIB & ARCHIVES CANADA <sup>+</sup>	UA/NA	263,019	6,145	0	0	111,022	380,185	346,079
NATL LIB OF MEDICINE <sup>+</sup>	1,174,695	166,189	154,455	3,653	503,594	2,059,130	2,887,021	59,770
NEW YORK PUBLIC	1,192,996	304,478	569,675	0	0	0	874,153	317,830
NEW YORK STATE	270,147	0	26,035	0	0	3,936	29,971	38,364

## SUMMARY DATA

	Total Salaries & Wages	Contract Conservation	Contract Binding	Contract Preservation: Photocopy	Contract Preservation: Microfilm	Other Contract Expend.	Total Contract Expend.	Supplies
(Survey Question #)	(6d)	(7a)	(7b)	(7c)	(7d)	(7e)	(7f)	(8)
<b>University Medians</b>	268,949	1,743	140,785	0	0	0	150,405	18,228
<b>University Totals</b>	39,976,848	2,254,760	18,906,396	675,816	1,419,548	1,710,139	24,668,514	2,905,485
<b>Number of Libraries</b>	98	92	100	95	92	95	100	97
<b>Nonuniversity Medians</b>	822,502	166,189	26,035	0	0	111,022	380,185	59,770
<b>Nonuniversity Totals</b>	11,407,646	1,305,653	2,198,575	9,902	3,671,856	7,836,390	15,022,375	2,011,212
<b>Number of Libraries</b>	6	7	7	7	7	7	7	7
<b>GRAND MEDIAN</b>	275,292	2,910	140,737	0	0	18	153,432	20,094
<b>GRAND TOTAL</b>	51,532,732	3,560,412	21,155,413	688,488	5,093,673	9,553,835	39,753,677	4,934,488
<b>NUMBER OF LIBRARIES</b>	104	99	107	102	99	102	107	104



# ARL PRESERVATION STATISTICS 2004-05

**TABLE 2**  
**EXPENDITURES**

Equipment	Total Preserv. Expend.	Preserv. Expend. from External Sources	Library Expend. (from ARL Statistics)	Preserv. as % of Total Library Expend.	Materials Expend. (from ARL Statistics)	Preserv. as % of Total Materials Expend.	(Survey Question #)
(9)	(10)	(11)	-a-	-b-	-c-	-d-	INSTITUTION
200	466,440	142,140	28,646,821	1.63	14,469,892	3.22	TEXAS A&M
8,000	317,087	0	20,733,480	1.53	9,269,276	3.42	TEXAS TECH
280	1,121,835	11,603	53,099,301	2.11	19,816,389	5.66	TORONTO
0	416,094	416,094	22,833,522	1.82	7,481,035	5.56	UTAH
0	520,490	0	21,396,174	2.43	9,967,495	5.22	VANDERBILT
0	225,163	UA/NA	32,994,275	0.68	10,082,602	2.23	VIRGINIA
39,330	359,748	0	12,508,979	2.88	5,927,765	6.07	VIRGINIA TECH
3,520	983,084	77,720	35,761,401	2.75	12,432,102	7.91	WASHINGTON
UA/NA	73,662	UA/NA	13,934,946	0.53	5,761,048	1.28	WASHINGTON STATE
0	353,050	0	36,484,185	0.97	9,969,715	3.54	WASHINGTON U.-ST. LOUIS
0	147,073	0	12,290,479	1.20	6,194,668	2.37	WATERLOO
0	221,932	UA/NA	22,261,534	1.00	7,665,646	2.90	WAYNE STATE
0	148,438	0	16,040,986	0.93	8,869,507	1.67	WESTERN ONTARIO
7,015	1,311,690	49,098	39,482,889	3.32	10,938,665	11.99	WISCONSIN
35,392	3,463,045	183,104	68,789,335	5.03	31,194,924	11.10	YALE
0	160,697	UA/NA	20,025,962	0.80	7,586,224	2.12	YORK
29,105	206,625	-	33,953,743	0.61	5,943,731	3.48	BOSTON PUBLIC
1,443,742	21,447,222	377,907	604,421,001	3.55	12,505,812	171.50	LIBRARY OF CONGRESS
37,091	726,113	186,760	25,004,479	2.90	3,540,298	20.51	NATL AGRICULTURAL LIB
450,575	1,176,839	-	77,931,325	1.51	1,400,708	84.02	LIB & ARCHIVES CANADA
29,373	4,150,859	296,326	59,368,392	6.99	8,264,442	50.23	NATL LIB OF MEDICINE
338,766	2,723,745	681,717	50,171,798	5.43	11,871,901	22.94	NEW YORK PUBLIC
5,175	343,657	126,000	11,298,779	3.04	3,322,506	10.34	NEW YORK STATE

## SUMMARY DATA

Equipment	Total Preserv. Expend.	Preserv. Expend. from External Sources	Library Expend. (from ARL Statistics)	Materials Expend. (from ARL Statistics)	(Survey Question #)
(9)	(10)	(11)	-a-	-c-	
1,790	436,635	4,158	21,685,896	9,026,514	University Medians
1,319,105	68,927,286	4,746,604	2,476,023,334	987,817,377	University Totals
95	100	88	100	100	Number of Libraries
37,091	1,176,839	186,760	50,171,798	5,943,731	Nonuniversity Medians
2,333,827	30,775,060	1,668,710	862,149,517	46,849,398	Nonuniversity Totals
7	7	7	7	7	Number of Libraries
2,359	445,546	4,683	21,992,639	8,878,432	GRAND MEDIAN
3,653,122	99,931,352	6,420,920	3,338,172,851	1,034,666,776	GRAND TOTAL
102	107	95	107	107	NUMBER OF LIBRARIES

UA/NA - Unavailable

**ARL PRESERVATION STATISTICS 2004-05**

**TABLE 3  
CONSERVATION TREATMENT, BINDING AND PRESERVATION REFORMATTING**

	Volumes: Level 1 Treatment	Volumes: Level 2 Treatment	Volumes: Level 3 Treatment	Total Volumes Treated	Unbound Sheets Treated	Bound Vols. & Pamphlets Mass-Deac.	Linear Ft. of Unbound Mass-Deac.	Non-paper Items Treated	Protect. Enclosures Constr.
(Survey Question #) INSTITUTION	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)
ALABAMA+	6,600	797	0	7,397	1463	0	0	100	281
ARIZONA	8,109	2,101	UA/NA	10,210	01	UA/NA	UA/NA	UA/NA	9,686
ARIZONA STATE	7,836	2,732	198	10,766	1145	277	0	3,373	1,159
AUBURN+	1,657	2,840	237	4,734	175	0	0	71	153
BOSTON COLLEGE+	865	1,682	34	2,581	34	0	0	6	758
BRIGHAM YOUNG	2,443	9,122	1,697	13,262	12	0	0	4	624
BRITISH COLUMBIA+	3,818	109	0	3,927	49800	0	0	0	1,100
BROWN	3,360	2,373	45	5,778	19	1,746	0	UA/NA	1,038
CALIFORNIA, BERKELEY+	2,008	802	161	2,971	779	UA/NA	UA/NA	60	3,956
CALIFORNIA, DAVIS+	2,652	979	101	3,732	5	0	0	200	10,631
CALIFORNIA, IRVINE	2,493	214	0	2,707	0	0	0	0	385
CALIFORNIA, LOS ANGELES+	1,315	559	209	2,083	339	0	0	4,167	744
CALIFORNIA, RIVERSIDE	7,773	1,830	0	9,603	37	0	0	0	15
CALIFORNIA, SAN DIEGO+	3,512	1,435	5	4,952	0	0	0	1,157	72
CALIFORNIA, SANTA BARBARA	6,661	0	0	6,661	0	0	0	0	200
CASE WESTERN RESERVE+	3,888	1,241	104	5,233	310	83	5	64	499
CHICAGO+	2,178	274	133	2,585	0	111	0	0	1,464
CINCINNATI	3,838	1,653	9	5,500	13	0	0	0	1,023
COLORADO+	7,149	61	26	7,236	172800	0	0	0	1,010
COLORADO STATE	33,124	859	479	34,462	1015	UA/NA	UA/NA	UA/NA	250
COLUMBIA+	3,151	7,101	1,094	11,346	117	5,616	0	0	10,651
CONNECTICUT	5,794	3,068	228	9,090	591	0	0	0	214
CORNELL+	53,590	1,574	150	55,314	769	0	0	909	6,028
DARTMOUTH+	3,105	1,908	0	5,013	7	32	0	0	346
DELAWARE	2,888	781	230	3,899	39	599	0	0	2,221
DUKE+	4,803	1,119	15	5,937	21	0	0	UA/NA	3,241
EMORY+	4,255	1,883	132	6,270	2277	0	0	711	1,850
FLORIDA	17,650	UA/NA	UA/NA	17,650	01	UA/NA	UA/NA	UA/NA	UA/NA
GEORGE WASHINGTON+	1,866	658	0	2,524	3	0	0	3	105
GEORGETOWN+	646	72	16	734	01	48	UA/NA	44	174
GEORGIA+	13,541	1,636	83	15,260	413	0	0	0	1,331
GEORGIA TECH+	99	53	3	155	2165	0	0	0	25
GUELPH+	5,577	0	0	5,577	0	0	0	12,595	7
HARVARD+	21,075	8,548	625	30,248	57166	2,645	0	3,035	22,082
HAWAII+	2,193	65	244	2,502	270	0	0	1,152	460
ILLINOIS, URBANA	12,804	4,928	186	17,918	9131	2,104	0	258	13,048
INDIANA	3,785	992	499	5,276	496	1,152	0	0	17,169
IOWA+	13,987	1,884	35	15,906	0	1,487	0	0	95
IOWA STATE+	4,479	844	35	5,358	875	0	0	817	645
JOHNS HOPKINS	949	2,888	49	3,886	1634	0	0	0	35
KANSAS+	6,270	792	580	7,642	954	2	0	0	2,281
KENT STATE+	327	1,011	0	1,338	1329	0	0	10	1,011

+ - See Footnotes

UA/NA - Unavailable

**ARL PRESERVATION STATISTICS 2004-05**

**TABLE 3**

**CONSERVATION TREATMENT, BINDING AND PRESERVATION REFORMATTING**

Volumes Commercially Bound	Entire Bound Volumes Photocopy	Entire Bound Volumes Microfilm	Entire Bound Volumes Digital	Single Unbound Sheets Photocopy	Single Unbound Sheets Microfilm	Single Unbound Sheets Digital	Non-paper Items Analog Means	Non-paper Items Digital Means	(Survey Question #)
(21)	(22a)	(22b)	(22c)	(23a)	(23b)	(23c)	(24a)	(24b)	INSTITUTION
5,527	0	0	5	500	0	1,360	25	3,723	ALABAMA
7,299	UA/NA	UA/NA	20	UA/NA	UA/NA	8,500	UA/NA	2,988	ARIZONA
26,938	14	0	0	0	0	0	0	1,956	ARIZONA STATE
9,489	1	0	2	0	1,800	682	0	2,357	AUBURN
10,303	83	0	0	700	0	0	1	47	BOSTON COLLEGE
25,648	27	51	UA/NA	UA/NA	126,830	UA/NA	406	UA/NA	BRIGHAM YOUNG
16,121	0	323	0	0	112	73,000	0	40,650	BRITISH COLUMBIA
19,203	270	UA/NA	UA/NA	510	UA/NA	UA/NA	UA/NA	UA/NA	BROWN
84,089	66	970	UA/NA	722	UA/NA	UA/NA	UA/NA	UA/NA	CALIFORNIA, BERKELEY
13,003	46	31	33	0	0	0	0	0	CALIFORNIA, DAVIS
6,506	10	0	65	4,000	19,515	0	10	435	CALIFORNIA, IRVINE
27,554	15	610	1	1,523	25,000	1,310	27	0	CALIFORNIA, LOS ANGELES
17,606	0	0	0	0	0	0	0	0	CALIFORNIA, RIVERSIDE
27,968	8	6	9	43,808	0	1,816	13	4,679	CALIFORNIA, SAN DIEGO
13,418	0	0	0	20,000	0	0	0	8,900	CALIFORNIA, SANTA BARBARA
11,086	20	2	2	214	UA/NA	78	UA/NA	1,866	CASE WESTERN RESERVE
65,673	91	0	909	0	0	0	0	5,160	CHICAGO
18,066	1	0	0	0	0	0	0	0	CINCINNATI
11,962	98	0	0	0	0	280	9	8	COLORADO
17,499	2	1	14	UA/NA	UA/NA	20	UA/NA	240	COLORADO STATE
37,244	385	3,380	0	0	0	1,377	1,591	0	COLUMBIA
23,492	225	74	33	0	0	UA/NA	UA/NA	UA/NA	CONNECTICUT
26,770	363	0	221	4,482	0	771	56	2,119	CORNELL
6,406	73	1	73	0	0	0	0	65	DARTMOUTH
12,468	266	2	4	240	2	4	0	43	DELAWARE
23,450	4	0	0	0	0	0	0	0	DUKE
20,847	245	656	0	0	0	116	0	514	EMORY
19,426	0	UA/NA	UA/NA	0	UA/NA	UA/NA	UA/NA	UA/NA	FLORIDA
15,085	0	0	1	1	0	0	0	0	GEORGE WASHINGTON
12,512	197	UA/NA	1	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	GEORGETOWN
48,499	0	0	6,161	8,339	3,317,400	6,754	360	2,149	GEORGIA
5,200	0	0	0	1,100	0	800	11	358	GEORGIA TECH
UA/NA	0	0	0	0	0	0	0	31	GUELPH
74,958	321	6,772	5,383	12,010	29,357	10,241	163	18,074	HARVARD
10,138	0	7	0	0	0	0	408	355	HAWAII
41,028	279	0	279	5,355	44,841	0	181	145	ILLINOIS, URBANA
54,177	0	0	138	0	0	20,369	0	3,570	INDIANA
27,365	115	23	3	2,003	0	398	0	0	IOWA
24,919	20	1	0	0	0	0	0	0	IOWA STATE
14,351	0	0	0	306	UA/NA	UA/NA	UA/NA	UA/NA	JOHNS HOPKINS
18,672	57	0	UA/NA	1	0	UA/NA	UA/NA	UA/NA	KANSAS
10,729	UA/NA	UA/NA	0	UA/NA	UA/NA	41	10	UA/NA	KENT STATE

UA/NA - Unavailable

# ARL PRESERVATION STATISTICS 2004-05

**TABLE 3**  
**CONSERVATION TREATMENT, BINDING AND PRESERVATION REFORMATTING**

	Volumes: Level 1 Treatment	Volumes: Level 2 Treatment	Volumes: Level 3 Treatment	Total Volumes Treated	Unbound Sheets Treated	Bound Vols. & Pamphlets Mass-Deac.	Linear Ft. of Unbound Mass-Deac.	Non-paper Items Treated	Protect. Enclosures Constr.
(Survey Question #)	12	13	14	15	16	17	18	19	20
INSTITUTION									
KENTUCKY+	11,691	785	138	12,614	822	0	0	225	495
LOUISIANA STATE+	1,760	802	10	2,572	2492	0	0	3,560	961
LOUISVILLE	UA/NA	UA/NA	UA/NA	UA/NA	01	UA/NA	UA/NA	UA/NA	UA/NA
MCGILL+	4,488	971	31	5,490	520	0	0	0	115
MCMASTER+	648	382	240	1,270	4776	UA/NA	UA/NA	1,673	815
MARYLAND	2,278	2,418	947	5,643	34	2,440	0	0	6,624
MASSACHUSETTS	1,574	8	0	1,582	500	0	0	0	39
MIT	2,131	288	21	2,440	620	0	0	0	2,089
MIAMI+	2,133	361	89	2,583	300	0	0	0	236
MICHIGAN+	9,156	1,942	83	11,181	110	7,019	0	226	930
MICHIGAN STATE+	2,252	1,141	104	3,497	44	5,254	0	0	853
MINNESOTA+	6,291	607	193	7,091	25	0	0	75	1,510
MONTREAL+	11,891	2,281	0	14,172	0	0	0	0	14
NEBRASKA	4,522	550	31	5,103	5	0	0	2	4,635
NEW MEXICO+	791	706	69	1,566	411	0	0	17	5,208
NEW YORK+	2,299	129	873	3,301	6	134	UA/NA	UA/NA	19
NORTH CAROLINA+	9,521	6,387	176	16,084	1422	0	0	358	1,239
NORTH CAROLINA STATE+	2,373	244	12	2,629	0	0	0	0	1,254
NORTHWESTERN+	5,424	561	28	6,013	500	6,316	0	20	632
NOTRE DAME+	1,899	820	791	3,510	2043	176	0	1,185	2,046
OHIO+	1,366	4,570	501	6,437	6	UA/NA	UA/NA	47	432
OHIO STATE	6,611	535	131	7,277	1129	0	0	5,707	3,073
OKLAHOMA	3,294	1,281	125	4,700	28	0	0	6	361
OKLAHOMA STATE	121	1,557	12	1,690	1907	0	0	8,212	891
PENNSYLVANIA	902	575	246	1,723	2255	0	0	1	4,186
PENNSYLVANIA STATE+	3,741	2	7	3,750	2779	1,266	2,000	800	1,204
PITTSBURGH+	465	1,005	6	1,476	313	2,194	0	5	259
PRINCETON	714	2,569	251	3,534	640	UA/NA	UA/NA	9	5,545
PURDUE+	10	604	151	765	36	0	0	0	40
RICE+	12,233	6,648	0	18,881	0	0	0	0	3,899
ROCHESTER	38,255	4,724	115	43,094	7445	1,166	0	7,933	9,910
RUTGERS	727	1,532	58	2,317	301	0	0	5,452	1,987
SASKATCHEWAN+	0	2,901	0	2,901	0	0	0	0	297
SOUTH CAROLINA	4,215	3,695	210	8,120	75	0	0	0	2,163
SOUTHERN CALIFORNIA+	UA/NA	UA/NA	UA/NA	UA/NA	0	0	0	0	305
SOUTHERN ILLINOIS	4,148	495	26	4,669	763	0	0	0	820
SUNY-ALBANY	234	1,381	5	1,620	4	0	0	45	359
SUNY-BUFFALO	1,465	498	1,095	3,058	0	0	0	0	109
SUNY-STONY BROOK	5,981	1,651	0	7,632	274	0	0	150	235
SYRACUSE+	11,404	1,462	24	12,890	55	0	0	31	2,574
TENNESSEE	4,425	987	954	6,366	199	2,676	0	800	547
TEXAS+	22,276	1,758	575	24,609	5942	0	0	488	7,961

+ - See Footnotes

UA/NA - Unavailable

# ARL PRESERVATION STATISTICS 2004-05

TABLE 3

## CONSERVATION TREATMENT, BINDING AND PRESERVATION REFORMATTING

Volumes Commercially Bound	Entire Bound Volumes Photocopy	Entire Bound Volumes Microfilm	Entire Bound Volumes Digital	Single Unbound Sheets Photocopy	Single Unbound Sheets Microfilm	Single Unbound Sheets Digital	Non-paper Items Analog Means	Non-paper Items Digital Means	(Survey Question #)
(21)	(22a)	(22b)	(22c)	(23a)	(23b)	(23c)	(24a)	(24b)	INSTITUTION
22,315	0	0	40	15,660	0	65,037	27	14,208	KENTUCKY
8,423	147	0	0	6,983	765,000	51	188	1,105	LOUISIANA STATE
7,491	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	LOUISVILLE
18,572	0	0	2,071	0	0	3,000	0	2,915	MCGILL
14,218	0	0	0	0	0	0	0	0	MCMASTER
16,938	173	7	0	6,050	0	0	0	0	MARYLAND
9,036	0	2	0	600	0	0	0	675	MASSACHUSETTS
19,092	6	0	1,778	4,840	0	0	0	4,236	MIT
18,499	0	100	28	300	0	1,093	0	312	MIAMI
54,395	5	74	5,507	0	0	0	0	1,913	MICHIGAN
37,000	0	505	1,857	0	0	140	0	1,588	MICHIGAN STATE
31,454	473	0	0	2,000	0	0	0	100	MINNESOTA
18,173	0	1,710	0	0	0	80	0	0	MONTREAL
20,422	0	0	UA/NA	0	47,000	UA/NA	0	4,628	NEBRASKA
13,434	5	0	1,500	31,000	0	983	0	9,236	NEW MEXICO
34,984	152	450	UA/NA	20,000	5,000	2,185	609	3,505	NEW YORK
39,191	396	119	39	3,644	16,973	4,214	658	437	NORTH CAROLINA
25,053	134	422	0	3,322	0	102	257	3,525	NORTH CAROLINA STATE
33,574	555	100	101	0	0	296	0	1,046	NORTHWESTERN
14,749	40	0	0	0	33,505	0	0	0	NOTRE DAME
7,493	11	UA/NA	1	196	UA/NA	684	UA/NA	219	OHIO
42,825	81	95	153	2,298	35,264	645	0	5,465	OHIO STATE
17,054	0	0	0	0	0	0	0	0	OKLAHOMA
9,403	0	20	0	3,733	0	199	0	2,348	OKLAHOMA STATE
25,549	304	10	4	0	0	1,732	0	80	PENNSYLVANIA
32,538	113	1,438	205	16,328	1,100	659	62	1,238	PENNSYLVANIA STATE
18,630	93	1,700	37	0	8,100	116,359	3,846	0	PITTSBURGH
69,321	333	UA/NA	UA/NA	15,000	UA/NA	UA/NA	UA/NA	UA/NA	PRINCETON
14,167	0	0	0	500	0	40	3	3	PURDUE
4,974	0	0	0	1,000	0	0	0	12	RICE
9,165	451	48	133	2,360	0	0	0	750	ROCHESTER
15,099	11	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	RUTGERS
7,809	0	0	0	0	0	0	0	0	SASKATCHEWAN
10,168	10	19	UA/NA	2,000	94,752	6,328	117,703	700,300	SOUTH CAROLINA
UA/NA	0	0	4	0	0	400	0	14,702	SOUTHERN CALIFORNIA
22,278	0	1,106	0	0	0	0	0	0	SOUTHERN ILLINOIS
10,534	97	73	121	314	0	0	0	0	SUNY-ALBANY
20,544	0	0	0	0	0	0	0	0	SUNY-BUFFALO
5,846	78	0	0	0	4,483	4,463	103	55	SUNY-STONY BROOK
6,698	12	0	0	0	0	0	131	1,477	SYRACUSE
18,857	201	0	0	173	0	0	0	UA/NA	TENNESSEE
22,371	0	188	1,576	6,696	155	5,052	215	10,876	TEXAS

UA/NA - Unavailable

# ARL PRESERVATION STATISTICS 2004-05

**TABLE 3**  
**CONSERVATION TREATMENT, BINDING AND PRESERVATION REFORMATTING**

	Volumes: Level 1 Treatment	Volumes: Level 2 Treatment	Volumes: Level 3 Treatment	Total Volumes Treated	Unbound Sheets Treated	Bound Vols. & Pamphlets Mass-Deac.	Linear Ft. of Unbound Mass-Deac.	Non-paper Items Treated	Protect. Enclosure Constr.
(Survey Question #) INSTITUTION	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)
TEXAS A&M	9,519	142	5	9,666	153	0	0	841	1,536
TEXAS TECH <sup>+</sup>	1,723	683	26	2,432	12	0	0	0	10
TORONTO <sup>+</sup>	14,849	1,508	799	17,156	2197	UA/NA	UA/NA	UA/NA	797
UTAH <sup>+</sup>	10,620	1,290	136	12,046	22,964	0	0	160	840
VANDERBILT <sup>+</sup>	1,244	927	25	2,196	5	0	0	UA/NA	2,167
VIRGINIA <sup>+</sup>	4,622	496	0	5,118	153	0	0	0	1,379
VIRGINIA TECH	28	0	0	28	50	0	0	793	0
WASHINGTON <sup>+</sup>	4,242	4,092	112	8,446	326	531	0	606	1,969
WASHINGTON STATE	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA	UA/NA
WASHINGTON U.-ST. LOUIS	10,522	1,422	176	12,120	1,198	0	0	55	992
WATERLOO <sup>+</sup>	400	0	0	400	0	0	0	0	0
WAYNE STATE <sup>+</sup>	387	50	0	437	UA/NA	0	0	UA/NA	97
WESTERN ONTARIO <sup>+</sup>	0	106	43	149	50	UA/NA	UA/NA	UA/NA	124
WISCONSIN <sup>+</sup>	16,227	2,098	579	18,904	12,158	296	0	2,775	2,697
YALE <sup>+</sup>	8,682	1,711	863	11,256	1,689	3,630	4	538	3,603
YORK <sup>+</sup>	0	0	0	0	0	0	0	0	0
BOSTON PUBLIC	6,892	0	2,657	9,549	0	0	0	2,658	2,841
LIBRARY OF CONGRESS <sup>+</sup>	1,321	1,630	1,310	4,261	44,105	296,119	1,012,500	12,348	24,081
NATL AGRICULTURAL LIB	4,850	0	3	4,853	49,737	0	0	0	350
LIB & ARCHIVES CANADA <sup>+</sup>	422	2,891	184	3,497	123,613	10,193	454	252	7,049
NATL LIB OF MEDICINE <sup>+</sup>	2,683	971	120	3,774	214	UA/NA	UA/NA	1,467	5,381
NEW YORK PUBLIC	81,405	982	103	82,490	7,103	0	0	1,889	227
NEW YORK STATE	9,844	535	0	10,379	279	0	0	0	2,050

## SUMMARY DATA

	Volumes: Level 1 Treatment	Volumes: Level 2 Treatment	Volumes: Level 3 Treatment	Total Volumes Treated	Unbound Sheets Treated	Vols.& Pamphlets Mass-Deac.	Linear Ft. of Unbound Mass-Deac.	Non-paper Items Treated	Protect. Enclosure Constr.
(Survey Question #)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)
<b>University Medians</b>	3,741	990	69	5,233	287	0	0	10	853
<b>University Totals</b>	582,887	149,806	18,734	751,427	385,939	49,000	2,009	71,531	211,149
<b>Number of Libraries</b>	97	96	95	97	94	89	87	88	97
<b>Nonuniversity Medians</b>	4,850	971	120	4,853	7,103	0	0	1,467	2,841
<b>Nonuniversity Totals</b>	107,417	7,009	4,377	118,803	225,051	306,312	1,012,954	18,614	41,979
<b>Number of Libraries</b>	7	7	7	7	7	6	6	7	7
<b>GRAND MEDIAN</b>	3,763	982	83	5,176	300	0	0	17	911
<b>GRAND TOTAL</b>	690,304	156,815	23,111	870,230	610,990	355,312	1,014,963	90,145	253,128
<b>NUMBER OF LIBRARIES</b>	104	103	102	104	101	95	93	95	104

**ARL PRESERVATION STATISTICS 2004-05**

**TABLE 3  
CONSERVATION TREATMENT, BINDING AND PRESERVATION REFORMATTING**

Volumes Commercially Bound	Entire Bound Volumes Photocopy	Entire Bound Volumes Microfilm	Entire Bound Volumes Digital	Single Unbound Sheets Photocopy	Single Unbound Sheets Microfilm	Single Unbound Sheets Digital	Non-paper Items Analog Means	Non-paper Items Digital Means	(Survey Question #) INSTITUTION
(21)	(22a)	(22b)	(22c)	(23a)	(23b)	(23c)	(24a)	(24b)	
22,141	0	0	9	250	0	0	0	8,124	TEXAS A&M
9,456	1	0	1	0	0	UA/NA	0	100	TEXAS TECH
35,786	27	UA/NA	1,572	UA/NA	103	95,344	26	UA/NA	TORONTO
13,706	0	51	82	722	0	147,508	0	0	UTAH
18,754	0	0	0	0	0	0	UA/NA	7,500	VANDERBILT
10,794	55	3	62	298	375	0	0	0	VIRGINIA
7,178	0	0	381	1,863	0	0	0	12,800	VIRGINIA TECH
28,616	0	64	131	UA/NA	127,800	0	2,155	1,441	WASHINGTON
UA/NA	UA/NA	UA/NA	45	UA/NA	UA/NA	10,002	UA/NA	8,123	WASHINGTON STATE
12,466	0	0	0	0	0	0	0	0	WASHINGTON U.-ST. LOUIS
5,905	0	0	0	0	0	0	0	0	WATERLOO
11,582	UA/NA	0	0	UA/NA	0	100	0	2,000	WAYNE STATE
11,410	0	0	0	0	0	0	0	5	WESTERN ONTARIO
38,835	67	1,580	2,200	14,261	163,817	1,400	566	32,663	WISCONSIN
71,927	82	1,119	485	5	48,769	125,943	1,064	7,852	YALE
15,841	0	0	0	0	0	0	0	0	YORK
122	25	1,541	0	0	140	0	8	780	BOSTON PUBLIC
170,466	32	130,870	201	UA/NA	4,622,631	40,063	1,141	UA/NA	LIBRARY OF CONGRESS
300	6	50	1,611	160	0	1,679	0	20	NATL AGRICULTURAL LIB
648	UA/NA	UA/NA	UA/NA	UA/NA	283,622	UA/NA	1,050	3,866	LIB & ARCHIVES CANADA
18,414	15	1,564	1,763	1,337	0	6,705	978	1,471	NATL LIB OF MEDICINE
59,437	0	7,514	UA/NA	0	1,921,230	UA/NA	1,052	UA/NA	NEW YORK PUBLIC
3,947	20	8	0	1,609	8,464	769	0	17	NEW YORK STATE
<b>SUMMARY DATA</b>									
Volumes Commercially Bound	Entire Bound Volumes Photocopy	Entire Bound Volumes Microfilm	Entire Bound Volumes Digital	Unbound Sheets Photocopy	Unbound Sheets Microfilm	Single Unbound Sheets Digital	Non-paper Items Analog Means	Non-paper Items Digital Means	(Survey Question #)
(21)	(22a)	(22b)	(22c)	(23a)	(23b)	(23c)	(24a)	(24b)	
18,066	10	0	1	173	0	41	0	436	<b>University Medians</b>
2,125,427	7,415	23,913	33,480	268,210	4,917,053	721,956	130,884	967,994	<b>University Totals</b>
97	95	89	89	89	86	87	84	86	<b>Number of Libraries</b>
3,947	18	1,553	201	160	8,464	1,679	978	780	<b>Nonuniversity Medians</b>
253,334	98	141,547	3,575	3,106	6,836,087	49,216	4,229	6,154	<b>Nonuniversity Totals</b>
7	6	6	5	5	7	5	7	5	<b>Number of Libraries</b>
17,836	10	1	2	167	0	65	0	437	<b>GRAND MEDIAN</b>
2,378,761	7,513	165,460	37,055	271,316	11,753,140	771,172	135,113	974,148	<b>GRAND TOTAL</b>
104	101	95	94	94	93	92	91	91	<b>NUMBER OF LIBRARIES</b>

UA/NA - Unavailable





# ARL PRESERVATION STATISTICS 2004-05

## WORKSHEET

This worksheet is designed to help you plan your submission for the 2004-05 *ARL Preservation Statistics*. Include here ALL libraries for which you want to report data in the ARL Preservation Statistics.

If an exact figure is unavailable, use NA/UA. If the appropriate answer is zero or none, use "0."

Reporting Institution \_\_\_\_\_ Date Returned to ARL \_\_\_\_\_

Report Prepared by (name) \_\_\_\_\_

Title \_\_\_\_\_

Email address \_\_\_\_\_ Phone number \_\_\_\_\_

Contact person (if different) \_\_\_\_\_

Title \_\_\_\_\_

Email address \_\_\_\_\_ Phone number \_\_\_\_\_

### ADMINISTRATION

1. Does the library have a preservation administrator? (1) \_\_\_\_\_ Yes \_\_\_\_\_ No

2. If yes, what percentage of the administrator's total job assignment is dedicated to preservation activities and preservation program management?

(2) \_\_\_\_\_

3. If yes, what is the job title of the person to whom the preservation administrator reports?

(3) \_\_\_\_\_

4. If the library has a preservation administrator who supervises staff, how many staff are in the preservation unit (including the preservation administrator)?

4a. Professional Staff FTE (4a) \_\_\_\_\_

4b. Support Staff FTE (4b) \_\_\_\_\_

4c. Student Assistants FTE (4c) \_\_\_\_\_

(Total Preservation Unit Staff: 4.a + 4.b + 4.c) (4) \_\_\_\_\_

5. How many staff are engaged in preservation activities library-wide (including staff reported in item 4 above)?

5a. Professional Staff FTE (5a) \_\_\_\_\_

5b. Support Staff FTE (5b) \_\_\_\_\_

5c. Student Assistants FTE (5c) \_\_\_\_\_

(Total Preservation Staff Library-wide: 5.a + 5.b + 5.c) (5) \_\_\_\_\_

**PAGE TWO – EXPENDITURES**

**6. Expenditures reported in Canadian dollars?** (6) \_\_\_\_\_ Yes  
\_\_\_\_\_ No

**7. Salaries and wages for staff engaged in preservation activities** (*as reported in line 5 above*)

7a. Professional Staff (7a) \_\_\_\_\_

7b. Support Staff (7b) \_\_\_\_\_

7c. Student Assistants (7c) \_\_\_\_\_

(*Total salaries and wages: 7.a + 7.b + 7.c*) (7) \_\_\_\_\_

**8. Contract expenditures**

8a. Contract Conservation (8a) \_\_\_\_\_

8b. Contract commercial binding (*related to line 16 on the 2004-05 ARL Statistics questionnaire; see instructions*)  
(8b) \_\_\_\_\_

8c. Contract preservation photocopying (8c) \_\_\_\_\_

8d. Contract preservation microfilming (8d) \_\_\_\_\_

8e. Other contract expenditures (8e) \_\_\_\_\_

(*Total salaries and wages: 8.a + 8.b + 8.c + 8.d + 8.e*) (8) \_\_\_\_\_

**9. Preservation supplies** (9) \_\_\_\_\_

**10. Preservation equipment** (10) \_\_\_\_\_

**11. Total library expenditures** (*7 + 8 + 9 + 10*) (11) \_\_\_\_\_

**12. Total preservation expenditures that came from external sources** (12) \_\_\_\_\_

**PAGE THREE – TREATMENT AND REFORMATTING**

**CONSERVATION TREATMENT**

**13. Number of volumes/pamphlets given conservation treatment**

13a. Volumes/pamphlets given Level 1 treatment (13a) \_\_\_\_\_

13b. Volumes/pamphlets given Level 2 treatment (13b) \_\_\_\_\_

13c. Volumes/pamphlets given Level 3 treatment (13c) \_\_\_\_\_

(Total number of treated volumes/pamphlets: 13.a + 13.b + 13.c) (13) \_\_\_\_\_

**14. Number of unbound sheets given conservation treatment** (14) \_\_\_\_\_

**15. Number of bound volumes/pamphlets mass deacidified** (15) \_\_\_\_\_

**16. Number of linear feet of unbound papers mass deacidified** (16) \_\_\_\_\_

**17. Number of photographs and non-paper items given conservation treatment**  
(e.g., audio tapes, motion picture film) (17) \_\_\_\_\_

**18. Number of custom-fitted protective enclosures constructed** (18) \_\_\_\_\_

**COMMERCIAL BINDING**

**19. Number of volumes commercially bound** (19) \_\_\_\_\_

**PRESERVATION REFORMATTING**

**20. Number of bound volumes/pamphlets reformatted in their entirety**

20a. Photocopied (20a) \_\_\_\_\_

20b. Microfilmed (20b) \_\_\_\_\_

20c. Digitized (optional) (20c) \_\_\_\_\_

**21. Number of single unbound sheets reformatted (e.g., one side of one manuscript page, one map)**

21a. Photocopied (21a) \_\_\_\_\_

21b. Microfilmed (21b) \_\_\_\_\_

21c. Digitized (optional) (21c) \_\_\_\_\_

**22. Number of photographs and non-paper items reformatted (e.g., audio tapes, motion picture film)**

22a. By analog means (22a) \_\_\_\_\_

22b. By digital means (22b) \_\_\_\_\_

## ***FOOTNOTES***

Please provide footnotes to individual questions, as well as footnotes that apply to your entire institution. Please provide any information which would clarify the figures submitted, e.g., the inclusion of branch campus libraries or any special projects which might cause radical increases or decreases from the 2003-04 data. Please compare this year's footnotes to what you reported last year. Please make an effort to word your footnotes in a manner consistent with notes appearing in the published report, so that the ARL Office can interpret your footnotes correctly.

Submit the completed questionnaire by **December 20, 2005**

For assistance, please e-mail Martha Kyrillidou ([martha@arl.org](mailto:martha@arl.org)) or Mark Young ([stats-ra@arl.org](mailto:stats-ra@arl.org))  
Or call the ARL Office at (202) 296-2296.

# ARL PRESERVATION STATISTICS QUESTIONNAIRE, 2004-05

## INSTRUCTIONS FOR COMPLETING THE QUESTIONNAIRE

### GENERAL INSTRUCTIONS

*Please read all instructions carefully before you answer the questionnaire.* Make sure your responses are as complete and accurate as possible. Give estimates when you must, but please do not make wild guesses. Use footnotes to expand upon or clarify your responses.

All questions assume a *fiscal year ending June 30, 2005*. If your library's fiscal year is different, please use footnotes to explain.

**Please respond to every question.** If an exact figure cannot be provided, use UA/NA (unavailable or not applicable). If the appropriate answer is zero or none, use **0**; **note that UA/NA is different from a real 0 (zero)**. Use the same basis for reporting as is used in responding to the main *ARL Statistics* questionnaire. For example, if in *ARL Statistics* you normally include data for a law library and/or a medical library, also include those libraries in response to this survey and note the inclusions in footnotes as prompted.

Although the form allows for data to be entered from both main and branch campuses, an effort should be made to report figures for the main campus only. (The U.S. National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS) defines a **branch institution** as “a campus or site of an educational institution that is not temporary, is located in a community beyond a reasonable commuting distance from its parent institution, and offers organized programs of study, not just courses.”) If figures for libraries located at branch campuses are reported, please specify which “branch libraries are included and which ones are excluded” in the comments box on the web form..

A **branch library** is defined as an auxiliary library service outlet with quarters separate from the central library of an institution, which has a basic collection of books and other materials, a regular staffing level, and an established schedule. A branch library is administered either by the central library or (as in the case of some law and medical libraries) through the administrative structure of other units within the university. Departmental study/reading rooms are not included.

### SPECIFIC INSTRUCTIONS

For the purposes of this survey, the elements of a “preservation program” include: **conservation treatment, commercial binding, and preservation reformatting**. While shelf preparation activities (e.g., plating, labeling, insertion of security devices) and stack maintenance have obvious preservation implications and may be supervised by the preservation administrator, these activities are not quantified in this survey.

**Question 1.** Does the library have a preservation administrator who spends at least 25% of his or her time managing a partial or comprehensive preservation program?

**Question 2.** What percentage of the preservation administrator's total job assignment is dedicated to preservation activities? If the library has a full-time preservation administrator, general management activities (e.g., meeting attendance, committee participation) should be considered an integral part of the administrator's responsibilities and the answer to this question recorded as 100%. In contrast, where the preservation administrator is a part-time staff member or has a dual assignment (e.g., she or he is also a serials librarian, bibliographer, or curator), the percentage of time devoted to preservation activities and preservation management should be recorded. If the library has no preservation administrator enter “0.”

**Question 3.** Record the job title (not the individual name) of the person to whom the preservation administrator reports (e.g., “Associate Director for Collection Development”). If the library has no preservation administrator enter “0.”

**Questions 4-5.** FTE (i.e., “Full-Time Equivalent”) is the numerical representation of full- and part-time work activities. A person working full time is represented by an FTE of 1.00; a person working half time by an FTE of 0.50. Five persons working half time are represented by a combined FTE of 2.50. The number of FTE staff should be determined on the basis of the length of the work week in the reporting library. ***Round figures to the nearest two decimal places.***

Record FTE staff in filled positions or positions that are only temporarily vacant on the date that ends the library's fiscal year. Also record staff hired for special projects, internships, and grants, but provide an explanatory note in the footnotes indicating the FTE of such staff. The footnotes should also be used to record such information as the number of hours worked by volunteers (this figure is not recorded in the survey itself), and the number of months that a full-time position was vacant during the year.

Report trained professional conservators and photographers (senior practitioners—not technicians) in the “professional” category whether or not they have a master's degree in library studies.

**Question 4.** Only the preservation administrator and staff who report directly to him or her, or to someone supervised by him or her, should be recorded here. If the library has no preservation administrator, or if the administrator does not have direct line responsibility for staff, enter “0.”

**Question 5.** This figure includes staff who report to the preservation administrator, as recorded in Question 4, ***plus*** staff outside the preservation unit who are involved in preservation activities. The following activities should be included regardless of the department or library to which staff report: conservation, preparation for commercial binding, all activities associated with preservation reformatting (including selection for preservation, searching, and cataloging), and service on preservation committees.

***For staff members with dual assignments, record only that time devoted to preservation activities.*** For example, a student assistant who works 0.40 FTE and devotes half of his or her time to book repair and the rest to serials check-in would be recorded as 0.20 FTE.

**Question 7-11.** Report all expenditures, regardless of the source of funding (e.g., funds may come from the regular institutional budget, grants, or fees for services).

Canadian libraries should report expenditures only in Canadian dollars. These amounts will be translated into U.S. dollars using a conversion exchange rate of 1.24971 Canadian dollars to 1 U.S. dollar, which was determined using the average monthly noon exchange rate published in the *Bank of Canada Review* for the period July 2004 through June 2005.

**Questions 7a-7c.** Record salaries for staff reported in response to Question 5, the number of staff engaged in preservation activities library-wide. Do not include fringe benefits.

**Question 7d.** This answer is the sum of the answers to Questions 7a through 7c. Attach any footnotes for Questions 7a-7c here, as only this figure appears in the data reports.

**Question 8.** “Contract expenditures” refers to expenditures for preservation services for which the library is invoiced by an outside vendor, organization, or individual (e.g., a commercial library binder, commercial microfilming service, or professional conservator in private practice).

### Question 8a.

**Conservation:** Refers to the remedial and protective treatment (both mechanical and chemical) of bound volumes, manuscripts, maps, posters, works of art on paper, photographic materials, magnetic tapes, and other library materials to restore them to usable condition and/or to extend their useful lives. Note that conservation involves preserving information in its original form. The reproduction of materials (e.g., the copying of information onto the same, similar, or new media) is recorded in the preservation reformatting section of this survey. Conservation also refers to the construction of protective enclosures (e.g., wrappers, jackets, boxes) for library materials. Use of archivally sound methods and materials is presumed.

Conservation encompasses a wide range of treatments, including pamphlet and paperback binding, temporary serials binding, tipping in inserts, making pockets for loose parts, slitting uncut pages, making paper repairs, removing tapes and stains, tightening hinges, replacing endpapers, rebacking, recasing, rebinding, repairing sewing structures before sending volumes out for commercial binding, and item-by-item and mass deacidification. Treatments range from minor procedures that can be done relatively quickly by technicians to major procedures that are chemically and mechanically complex and require the skill and judgment of a conservator.

Conservation may also include item-by-item treatment of materials damaged by water, fire, and mold. Because mass freeze drying and fumigation can involve very large numbers that would mask the size and nature of the in-house conservation effort, such activities are recorded in response to Question 8e, “other contract expenditures” and explained in the footnotes, but are not recorded in response to Questions 13-14. Exhibit preparation is recorded as conservation activity when an item is treated (e.g., a print is cleaned), but not when a temporary support (e.g., a book cradle) is constructed to display an item. In the latter case, total FTE staff suffices as a measure of effort.

*If fees paid to commercial binders for products and treatments other than library binding (e.g., for phase boxes) have been recorded on the main ARL Statistics in response to Question 16, please note instructions for answering Question 8b, below.*

### Question 8b.

**Commercial binding:** Refers to the binding, rebinding, and recasing performed by commercial library binderies, as described in the *Library Binding Institute Standard for Library Binding*, 8th edition (Rochester: Library Binding Institute, 1986). Commercial library binderies use oversewing machines; Smythe-type sewing machines; double-fan adhesive binding equipment; and automated rounders and backers, hydraulic presses, and spine stamping equipment, in a high-production environment.

This figure should match the figure reported on the main *ARL Statistics 2004-05* survey in response to Question 16, unless the library purchases conservation services from a commercial library binder. ***Where fees have been paid to a commercial library binder for conservation services, record those fees in response to Question 8a herein.*** Subtract conservation fees from the dollar amount reported in response to Question 16 of the main *ARL Statistics 2004-05* and record the resulting figure in response to Question 8b herein. Explain the discrepancy between answers to Question 16 of the main *ARL Statistics* and Question 8b of the *ARL Preservation Statistics* in a footnote.

**Question 8e.** Other contract expenditures might include fees paid for commercial freeze-drying, fumigating, or mass-deacidification of library materials; membership fees for use of regional conservation facilities; or equipment repairs. If answers are recorded in response to optional Questions 20c and 21c (number of items digitized), record expenditures here. Use footnotes to note the amount and nature of major expenditures.

**Question 8f.** This answer is the sum of the answers to Question 8a through 8e.

**Question 9.** Supplies include materials used for conservation treatment (e.g., papers, book cloths, adhesives, pamphlet binders, box board, chemicals, disposable filters for water systems); commercially available archival quality boxes, wrappers, file folders, and envelopes; paper used for preservation photocopying and digitizing; and film, chemicals, and other supplies used for preservation microfilming. Expenditures for equipment and tools costing under \$100 should be recorded here. Expenditures for security labels and stamps, book pockets, call number and bar code labels, and book plates fall outside the scope of this survey and should not be recorded.

Since housing of commercially available boxes, wrappers, folders, and envelopes can involve very large numbers that would mask the size and nature of the in-house conservation effort, the use of such supplies to protect books, manuscripts, maps, microfiche, photographs, videotapes, and other library materials is recorded only here—not in response to Questions 13-14.

**Question 10.** Record expenditures for equipment and tools costing over \$100, such as machinery (e.g., board shears, fume hoods, microfilming cameras, photocopy machines and scanners exclusively used for preservation reformatting), furniture (e.g., laboratory benches, chemical supply cabinets), and computer hardware purchased for exclusive use by a preservation department for such purposes as conservation management, bindery preparation, and bibliographic searching related to preservation reformatting. Capital expenditures for building renovations (e.g., the construction of a conservation facility) or for construction that results in improved housing of library materials (such as replacement of heating, ventilating, and air conditioning systems) should be recorded only in footnotes.

**Question 11.** This answer is the sum of the answers to Questions 7, 8, 9, and 10.

Certain preservation-related expenses are not requested in this survey (e.g., the cost of staff training, conference attendance, and other staff development activities; printed brochures and posters; purchase of reference materials). If significant, these should be noted in footnotes.

**Question 12.** Record total preservation expenditures that were funded by external agencies in the form of grants. Funds allocated from the library's regular operating budget (including gifts, royalties, endowment income, and special funds provided to the library by its parent institution) are regarded as internal and should not be reflected here.

**Questions 13.** This answer is the sum of answers to Questions 13a-13c. See definition of *conservation* under instructions for Question 8a above. ***Record the number of volumes (including pamphlets) given conservation treatment, not the total number of treatments performed. Answers to these questions should be mutually exclusive. While any given volume may receive several treatments, it should be recorded only once, as a Level 1, 2, or 3 treatment depending on the amount of time devoted to the volume.*** For example, when an errata sheet is tipped into a volume, three pages are repaired, and its hinges are tightened, and these procedures take a total of 25 minutes to perform, the volume should be recorded only once, as a Level 2 treatment. The repair of several pages of a volume or pamphlet should not be recorded under “unbound sheets” (Question 14), even if the volume is disbound at the time the pages are treated. Rather, treatment of the volume should be recorded once, as a Level 1, 2, or 3 book treatment, depending on the time required to perform all procedures.



When a volume receives conservation treatment and a box is made for it, however, the conservation should be recorded as a Level 1, 2, or 3 treatment, and the boxing should be recorded in response to Question 18 (number of custom-fitted protective enclosures constructed). Likewise, when two pages of a book are repaired and the book is sent to a commercial bindery, the volume should be recorded as a Level 1 conservation treatment and as a “commercial binding” (Question 19).

Because the nature of procedures and the level of in-house conservation expertise varies significantly across ARL libraries, treatments are recorded based on the length of time they require, time being a meaningful and comparable measure of effort. Use of archivally sound methods and materials is presumed.

**Question 13a.** Level 1 conservation treatments require 15 minutes or less to perform.

**Question 13b.** Level 2 treatments require more than 15 minutes but less than two hours to perform.

**Question 13c.** Level 3 conservation treatments require two hours or more to perform. Where an extraordinary number of hours is required to treat selected items, this information can be recorded in footnotes.

**Question 14.** Unbound sheets include items such as manuscripts, maps, posters, and works of art on paper. Procedures include a variety of mechanical and chemical treatments (e.g., paper repair, surface cleaning, washing, deacidifying, encapsulating, mounting, matting) that lengthen the life of the item. Use of archivally sound methods and materials is presumed. ***Report the total number of sheets of paper that were treated—not the total number of treatments performed.***

**Questions 15-16.**

**Mass deacidification** is a process by which books and papers are treated to neutralize acidity and to introduce an alkaline buffer. Materials are deacidified in batches, in chambers that hold several (or many) items.

Item-by-item deacidification of bound volumes and papers, performed by conservators and technicians, should be recorded in response to Questions 13-14.

**Question 17.** Record conservation treatment of photographic materials here, including photographs printed on paper, glass, plastics, and other materials. “Non-paper items” include materials other than bound volumes, unbound paper, and photographs. Treatment of non-paper items might include such activities as conserving globes, cleaning videotapes, and repairing motion picture film. Report activities such as remastering videotapes, copying photographs, re-recording sound, and other activities involving duplication of media in response to Question 22 (number of photographs and non-book/paper items reformatted).

**Question 18.** Custom-fitted enclosures are distinguished from the commercially available boxes and other enclosures identified in Question 9 as “supplies,” in that the former are custom-made to fit their contents and the latter are standard-sized enclosures available through supply catalogs. Custom-fitted enclosures include paper and polyester book jackets, paper and board wrappers, portfolios, phase boxes, double-tray boxes, and other boxes. (Polyester encapsulation of single sheets should be reported in response to Question 14—not here.) Use of archival quality methods and materials is presumed.

**Question 19.** See definition of *commercial binding* under instructions for Question 8b above. Record all volumes (including pamphlets) bound or rebound by a commercial bindery.

**Questions 20-21.** “Number of bound volumes/pamphlets” refers to the reformatting of volumes in their entirety (i.e., each page is copied to produce a facsimile volume in paper, on film, or in digital form). “Number of unbound pages” refers to the sum of the number of full pages copied. For a manuscript written on one side of a sheet, record one page. For a manuscript written on two sides of a sheet, record two pages. For one frame of film that captures one page, record one page. For one frame of film that captures two pages, record two pages.

**Preservation photocopying** refers only to items photocopied on paper that has a minimum pH of 7.5, a minimum alkaline reserve equivalent to 2% calcium carbonate based on oven-dry weight of the paper, and includes no groundwood or unbleached pulp. Images must be properly fused to the paper.

**Preservation microfilming** presumes adherence to relevant American National Standards Institute (ANSI) and Association for Information and Image Management (AIIM) standards as well as microfilming guidelines published by the Research Libraries Group and National Library of Canada.

For microfilming, record data only for first-generation microforms. For a monographic set of three volumes, record three volumes; for thirty volumes in a serial run record thirty volumes. Include data for projects that are undertaken cooperatively with other libraries, but not for commercial projects wherein a commercial vendor borrows library materials for filming and subsequent sale of the film. When the library serves as a commercial microfilming vendor for another institution, this filming should be reported by the library that contracts for the filming—not by the library that does the filming. Dissertations that are sent to UMI for filming should not be recorded.

Record preservation microform masters produced by copying non-archival or damaged film, or produced from digitized text. Use footnotes to indicate the scope and nature of such activity.

**Digitizing for preservation purposes** is the reproduction of bound volumes, pamphlets, unbound sheets, manuscripts, maps, posters, works of art on paper, and other paper-based materials for the purpose of:

- a) making duplicate copies that replace deteriorated originals (e.g., by digitizing texts and storing them permanently in electronic form and/or printing them on alkaline paper);
- b) making preservation master copies and thus guarding against irretrievable loss of unique originals (e.g., by making high-resolution electronic copies of photographs and storing them permanently and/or printing them; or
- c) making surrogate copies that can be retrieved and distributed easily, thereby improving access to information resources without exposing original materials to excessive handling;

or some combination of these factors.

**Record the total number of items that were digitized—not the total number of versions of these items that were created.** Where a photograph is scanned and printed, a low resolution image mounted on the World Wide Web, and images having higher resolution recorded on CD-ROM, report one photograph digitized.

**Question 22.** Refers to the copying of all types of photographs, and non-paper media such as audio tapes, videotapes, various types of disks, and motion picture film for preservation purpose (see instructions for *digitizing*

*for preservation purposes*, above). A photograph copied using a 35mm. camera is an analog reproduction; a photograph copied using a digital camera is a digital reproduction.

**Footnotes.** Explanatory footnotes will be included with the published statistics. Reporting libraries are urged to record in the footnote section any information that would clarify the figures submitted, e.g., the inclusion of branch campus libraries (see paragraph six of the "General Instructions" for definition of branch campus libraries).

Submit the completed questionnaire by **December 20, 2005**.

Please contact Martha Kyrillidou ([martha@arl.org](mailto:martha@arl.org)) or Mark Young ([stats-ra@arl.org](mailto:stats-ra@arl.org))  
at (202) 296-2296 for assistance.



## FOOTNOTES TO THE ARL PRESERVATION STATISTICS 2004-05

*Footnotes may also include errata and corrections to data from prior years not previously reported. Numbers in parentheses refer to columns in Library Data Tables and to Questionnaire numbers.*

### ALABAMA

- 1 Law Library preservation administrator dedicates 10% of total job to preservation activities and reports to the assistant director.
- 4a, 4 Law Library reports 0.20.

### AUBURN

All figures are as of September 30, 2005.

- 13 2003-04 figure was extraordinarily high due to required treatment for water-damaged books.
- 21.c Includes 631 maps digitized in 2004, but not reported.
- 22.b Includes 240 photos digitized in 2004, but not reported.

### BOSTON COLLEGE

- 4.b Primary responsibility for serials binding was shifted to the Acquisitions Department during 2004-05, resulting in fewer preservation support staff within the Preservation Department.
- 13.a 2003-04 figure was unusually inflated, due to a change in administration. Documentation for the 2003-04 total could not be located.

### BRITISH COLUMBIA

All figures are as of March 31, 2005.

- 7-12 Expenditures as reported in Canadian dollars: (7a) \$23,000; (7b) \$162,690; (7c) \$2,360; (7) \$188,050; (8a) \$0; (8b) \$183,579; (8c) \$0; (8d) \$12,079; (8e) \$0; (8) \$195,658; (9) \$13,000; (10) \$0; (11) \$396,708; (12) \$250.
- 14 Figure reflects archival boxes for UN documents.
- 20.b Includes: BC Directories 1973-75; BSF Undergraduate Theses & Graduating Essays, series 7-9; UBC Calendars 1993-94 to 2003-04; M.Ed Major Papers, series 10; Ubysey 2002-03 to 2003-04.

### CALIFORNIA, BERKELEY

- 4.a Excluding the Law Library and Affiliated Libraries there are 7.30 FTE Professional Staff engaged in preservation activities library-wide.
- 4.b Excluding support staff in the Law Library and Affiliated Libraries, there are 14.96 staff engaged in preservation activities library-wide.
- 5.a Excluding the Law Library and the Affiliated Libraries there are 7.30 Professional Staff FTE engaged in preservation activities library-wide.
- 5.b Excluding the Law Library and the Affiliated Libraries there are 9.55 Support Staff FTE engaged in preservation activities library-wide.
- 5.c Excluding the Law Library and the Affiliated Libraries there are 9.55 Student Assistant FTE engaged in preservation activities library-wide.
- 7.a Excluding the Law Library and the Affiliated Libraries, salaries for Professional Staff came to \$497,966.
- 7.b Excluding the Law Library and Affiliated Libraries salaries, and wages for Support Staff came to \$529,147.
- 7.c Excluding the Law Library and the Affiliated Libraries, salaries and wages for Student Assistants came to \$185,955.
- 8.b Excluding the Law Library and the Affiliated Libraries contract binding for the Library came to \$810,124.

### CALIFORNIA, DAVIS

- 8.b Decrease in binding budget and in subscriptions has resulted in decrease in contract commercial binding totals.
- 8.c Contract preservation photocopying is now done on a biennial basis and was done in 2004-05.
- 8.d Decrease in external funding has resulted in a decrease in preservation microfilming.
- 10 Purchase of environmental monitors in 2003-04 was a one-time expense; 2004-05 equipment purchases were normal.
- 12 Funding from external sources has decreased.
- 14 Fewer unbound sheets required treatment in 2004-05.
- 17 Numbers increased due to special one-time treatment of aerial photographs.
- 18 Fewer custom-fit plastic covers were needed in 2004-05.
- 19 Decrease in binding budget has resulted in decrease in contract commercial binding totals.
- 20.a Contract preservation photocopying is now done on a biennial basis and was done in 2004-05.
- 20.b An increased number of volumes were microfilmed in 2004-05.

#### **CALIFORNIA, LOS ANGELES**

- 8.b The figure for the contract commercial binding (16) in the *ARL Statistics 2004-05* is \$509,591, which includes not only commercial binding but also contract conservation and preservation supplies from this company.

#### **CALIFORNIA, SAN DIEGO**

- 2-3 The Preservation Librarian represents all the UCSD Libraries.

#### **CASE WESTERN RESERVE**

- 2 Kelvin Smith Library and Health Science Library both have 100% preservation administrators. Law library has an 85% preservation administrator.
- 4 Health Center Library's preservationist increased their time from 0.8 FTE to 1 FTE. Kelvin Smith Library's book repair staff increased from 0.59 FTE to 1 FTE.
- 5.a, 7.a Includes digital preservation staff from Kelvin Smith Library.
- 7.c Includes students digitizing books and slides at Kelvin Smith Library.
- 8.e Kelvin Smith Library includes \$81 for freeze dry wet books, as well as \$354 for MF and CD master storage. Law Library includes \$4,524 for phase box construction.
- 10 Kelvin Smith Library purchased a high-end large format digital scanning station.
- 12 Law library received \$4,086 from outside sources (fund raising) for phase boxes.

#### **CHICAGO**

- 8.b Includes phase boxes, rebinds and first-time binding.
- 8.c Preservation photocopies are not produced. Paper output from preservation-quality digital files (master files) is included in (8e).
- 8.e Includes costs for storing print master and master negative microforms; includes costs for contract digitization.
- 19 Includes phase boxes, rebinds and first-time binding.

#### **COLORADO**

- 8.a Figure reflects boxes and enclosures for books from zbind account, and boxes for archival photocopies from replacement account.
- 8.b Bindery service now provides photocopies and enclosures which are listed separately from this figure. As a result, the figure for contract binding (16) in the *ARL Statistics 2004-05* shows a different total for

"binding" because it lumps these other conservation services together with "binding."

- 13 In-house temporary binding of journals is reflected as Level 1 treatment; 3,352 volumes were bound in this manner. The overall number of treatments dropped due to the unavailability of staff during 2.5 months.
- 14 Number of pages reflects processing work done in archives. Estimate is based upon 120 linear feet of material re-housed.

#### **COLUMBIA**

- 5 Includes 11.42 FTE staff hired for special projects, internships, grants.
- 8.a Figure reflects protective enclosures produced by contract conservators and repair work done by the commercial binder.
- 8.b Figure does not agree with the figure for contract binding (16) in the 2004-05 ARL Statistics. This figure has been adjusted to exclude \$61,032 (representing custom-made enclosures paid for through binding accounts) and \$68,367 (representing repair work done by the commercial binder). Both of these items have been included with contract conservation (8a) on this survey. Also excluded is \$95,338 included in photocopying (8c), \$68,364 for deacidification included in other contract expenditures (8e), \$17,339 included in supplies (9), \$85,000 for the Law Library, \$38,037 for the Medical Library, \$16,413 for Barnard Library, and \$28,363 for Teachers College. The figure for (8b) matches the volumes counted for line (19).
- 8.d Includes \$242,088 for NEH Slavic Culture & History project.
- 8.e Includes \$1,847 for NEH Slavic Culture & History project cataloging and filming preparation, and \$94,228 for preservation of audiotapes.
- 22.a Represents number of hours of audio recordings reformatted.

#### **CORNELL**

- 4 Figure reflects the Department of Preservation & Collection Maintenance only.
- 5 Figure includes all Cornell libraries, Ithaca, Geneva and New York City campuses.
- 8.e Includes Iron Mountain Vault Storage charges.

#### **DARTMOUTH**

- 20.c Preservation photocopies are scanned and saved as TIFF & PDF files; paper copy is made available for circulation. Digital copies are not available to the public at this time.

#### **DUKE**

- 4a-c Excludes Law and Health Science Libraries.
- 5.a, 5.c Excludes Law Library.
- 8, 9, 17 Excludes Archives and Special Collection data.

#### **EMORY**

All figures are as of August 31, 2005.

- 12 Excludes an estimated \$111,520 received in-kind as part of an NEH sponsored, Solinet managed microfilming project.

#### **GEORGE WASHINGTON**

- 2 Himmelfarb Health Sciences Library reports a preservation administrator who spends 10% of time on preservation and who reports to the Serials Librarian.

#### **GEORGETOWN**

- 4.a, 4, 5.a, 7.a, 8.a, 20.c Excludes Law and Health Science Libraries.
- 5.c, 7.c, 9, 17 Excludes Health Science Library.

8.c, 13, 15, 18, 20.a Includes Law Library only.

## GEORGIA

- 5 3 FTE support staff and 3.35 FTE student assistant positions were paid from external sources.
- 8.b \$46,783 of the total for contract commercial binding was to rebind materials damaged in a major fire in July 2003.
- 13.a 10,152 volumes given level 1 conservation treatment were those damaged by the fire in July 2003.
- 19 6,439 volumes commercially bound were those damaged by the fire in July 2003.

## GEORGIA TECH

- 4.a Figure reflects the hiring of two archivists.
- 4.b Figure reflects the hiring of Records Supervisor and Records Coordinator II.

## GUELPH

All figures are as of April 30, 2005.

- 7-12 Expenditures as reported in Canadian dollars: (7a) \$915; (7b) \$9,000; (7c) \$12,896; (7) \$22,811; (8a) \$0; (8b) \$31,375; (8c) \$0; (8d) \$0; (8e) \$0; (8) \$31,375; (9) \$15,055; (10) \$0; (11) \$69,241; (12) \$0.
- 5.b Decrease from 2003-04 reflects the Library's move to electronic journals and the decrease in staff time spent on binding-related activities.

## HARVARD

- 4 Figure reflects the staffing total for Weissman and Widener areas.
- 5 Figure includes reports from Weissman and Widener PLUS reports from 28 other library units of Harvard, with some inconsistency in reporting (especially in regard to staffing expenditures).
- 7 Some reporting libraries do not provide salary information.

## HAWAII

- 13.a Additional treatments related to flood of October 30, 2004: 4,097 items frozen, 597 items treated for mold.

## IOWA

- 8.d Figure reflects staff working on another project.
- 13.a Figure reflects work by other library units not included in past years.

## IOWA STATE

- 4.b Change reflects a support staff position transferred to Binding in January 2005.
- 7b, 8c: Decrease due to a vacant position in Reformatting from August 2004 to June 2005.
- 8.d Decrease due to a USAIN grant for a large microfilming project completed in 2003-04.
- 13.a In 2003-04, a mold treatment project accounted for a higher figure.
- 14, 17 Increase due to an in-house digitization project in 2004-05.
- 19 Decrease due to an extensive paper serials cancellation project in previous fiscal years.
- 20.a Decrease due to a vacant position in Reformatting from August 2004 to June 2005.
- 20.b, 21.b Decrease due to the completion of a USAIN grant-funded microfilming project in 2003-04.

## KANSAS

- 1 Head of Preservation position vacant in 2004 and 2005.
- 5 Excludes vacant professional department head position.

## KENT STATE

Kent State has no formal preservation program or staffing; as a result, figures are minimal.



## KENTUCKY

- 21.c Includes Board of Trustees minutes, 1870s-present, digitized from film.

## LIBRARY & ARCHIVES CANADA

All figures are as of March 31, 2005.

- 7-12 Expenditures as reported in Canadian dollars: (7a) UA; (7b) UA; (7c) UA; (7) UA; (8a) \$328,697; (8b) \$7,679; (8c) \$0; (8d) \$0; (8e) \$138,745; (8) \$475,121; (9) \$432,499; (10) \$563,088; (11) \$1,470,708; (12) \$0.
- 5 Although others at LAC do work outside the Preservation Unit to some degree, performing other related preservation activities, this cannot be easily captured.
- 13.b, 13.c Increase in Level 2 and Level 3 treatments as a result of training program for junior conservation technicians.
- 16 The figure provided sheet music (unbound items) measured in pounds.
- 22.a, 22.b Preservation reformatting only; reformatting for access purposes is not included

## LIBRARY OF CONGRESS

- 5 Includes the Preservation Directorate and Motion Picture, Broadcasting and Recorded Sound Division
- 8.e Includes mass deacidification and digital contracts.
- 16 Figure reflects the number of documents, not linear feet.
- 22.a Figure reflects 1,141 reels, or 931,313 feet.

## LOUISIANA STATE

Excludes Law and Health Sciences libraries.

## McGILL

All figures are as of May 31, 2005.

- 7-12 Expenditures as reported in Canadian dollars: (7a) \$80,000; (7b) \$180,000; (7c) \$17,000; (7) \$277,000; (8a) \$16,014; (8b) \$212,407; (8c) \$0; (8d) \$0; (8e) \$0; (8) \$228,421; (9) \$11,787; (10) \$5,921; (11) \$523,129; (12) \$0.
- 10 In 2004 the Rare Books Division spent \$1.8 Million on preservation renovations including principally a dedicated climate-control system, improved storage equipment and light protection installations.

## McMASTER

All figures are as of April 30, 2005.

- 7-12 Expenditures as reported in Canadian dollars: (7a) \$97,309; (7b) \$74,188; (7c) \$2,864; (7) \$174,361; (8a) \$0; (8b) \$160,146; (8c) \$0; (8d) \$780; (8e) \$0; (8) \$160,926; (9) \$11,355; (10) \$0; (11) \$346,642; (12) \$0.
- 7.a Decrease due to a staff illness.

## MIAMI

All figures are as of May 31, 2005.

- 8.a Figure reflects services contracted for mold abatement in music and central libraries.
- 10 Figure reflects equipment purchased for mold abatement in music and central libraries.
- 13 Figures for the central library and its branches are based on estimates.

## MICHIGAN

- 3 From July to December, the administrator reported to the Associate University Librarian for Library Information Technology & Technology Access Services; from January to June the administrator reported to the Collection Development Officer.
- 4 Effective 1 January 2005, 3 FTE Professional Staff, 4 FTE Support Staff, and 0.25 FTE Student Assistants were reassigned to Library Information Technology.

- 4.b Excludes 1 FTE volunteers in Conservation Services.
- 8.e Includes expenditures for digital imaging, mass deacidification, service contracts & equipment maintenance, off-site archival microfilm storage, and shipping to vendors.
- 9 Includes supplies purchased for University Library units other than Preservation.
- 13 Includes basic treatments performed within University Library units by non-Preservation staff.

#### **MICHIGAN STATE**

- 4 In addition, there are 0.41 FTE volunteers in the preservation unit.
- 5 In addition, there are 0.41 FTE volunteers engaged in preservation activities library-wide.
- 7 Increase is due to hiring of a full-time conservator and a new grant.
- 10 Figure reflects the purchase of two data loggers.
- 20c, 21c Two pages were counted as a single sheet and anything of 4 pages or more as a volume.
- 22.b Figure reflects segments, not full-length tapes.

#### **MINNESOTA**

- 2 Preservation Unit within Collection Development Dept; percentage represents time spent by CD Officer on administration of preservation.
- 8.c Change is due to availability of endowment funds.
- 12 Decrease is due to grant funding that ended in 2004.
- 13.b Change due to completion of grant funded project in 2004.
- 14, 17 One-time projects in 2003-04 were not repeated in 2004-05.
- 21.a Figure reflects a special project for YMCA archives.

#### **MONTREAL**

- 7-12 Expenditures as reported in Canadian dollars: (7a) \$107,622; (7b) \$269,869; (7c) \$0; (7) \$377,491; (8a) \$14,655; (8b) \$230,529; (8c) \$0; (8d) \$20,265; (8e) \$0; (8) \$265,449; (9) \$7,200; (10) \$0; (11) \$650,140; (12) \$5,853.
- 4.a, 4.c, 20.a-22.b Excludes Ecole Polytechnique de Montreal.
- 5.b, 7.b, 13 Excludes HEC Montreal.

#### **NATIONAL LIBRARY OF MEDICINE**

All figures are as of September 30, 2005.

- 7.a Excludes 5.2 FTE professional staff working on the PubMed Central journal backfile scanning project.
- 8.e Includes: Off-site vaults rental and labor (\$92,198); Microfilm duplication (\$33,280); Old microfilm inspection (\$62,776); Audiovisual duplication (\$103,035); Collection environment consultant (\$4,000); Audiovisuals inspection consultant (\$750); Binding preparation (\$274,725); History of Medicine digital reformatting (\$287,821); History of Medicine rehousing (\$279,002); PubMed Central journal backfile scanning (\$655,000); PubMed Central backfile scanning quality control (\$266,543).

#### **NEW MEXICO**

- 4 Figure reflects Medical Library only; other libraries do not have unit support staff or assistants.

#### **NEW YORK**

- 4, 20.a-b, 21.a-22.b Excludes Medical Library.

#### **NORTH CAROLINA**

- 4, 19 Excludes Law and Health Science libraries.
- 8.b Excludes Law Library.

#### **NORTH CAROLINA STATE**

- 4.b Includes a grant-funded position from July 2002 to December 2004 (1 FTE for six months of 2004-05).

#### **NORTHWESTERN**

All figures are as of August 31, 2005.

- 8.e Figures include mass deacidification, digitizing for Africana maps project, and from the Health Sciences Library (Galter).
- 10 Figure reflects expenditures associated with purchase of Kirtas APT BookScan 1200.
- 12 Includes CIC8 microfilming project.

#### **NOTRE DAME**

- 7.c Includes shelf preparation student assistants.
- 8.b Includes \$68,464 from the University Libraries and \$20,957 from the Law Library.
- 8.e Includes vended mass deacidification (\$2,552), vended custom die-cut boxes (\$3,137), and off-site storage of preservation microfilm masters (\$6,567).
- 9 Includes: Preservation Department (\$27,087), Architecture Library (\$1,769), Special Collections Department (\$1,340), and the Law Library (\$575).
- 19 Includes 11,565 from the University Libraries and 3,184 from the Law Library).
- 21.b Figure includes newspaper pages microfilmed.

#### **OHIO**

- 5 Decrease due to organizational changes in the library, staff reassignments, and fewer student assistants employed in the preservation department.

#### **PENNSYLVANIA STATE**

- 8.b Figure represents only commercial binding. Conservation service fees from commercial binder and mass deacidification expenditures have been subtracted from the figure for contract binding (16) in the 2004-05 ARL Statistics.
- 8.e Represents mass deacidification, digitization, and archival storage of film and media.

#### **PITTSBURGH**

- 4 6 FTE, including student assistants, are supported by the Library's operating budget. The National Endowment for the Humanities supported 1 FTE for a microfilm project.
- 5 Includes staff conducting commercial binding preparation in departmental libraries, and reformatting activities in the Special Collections, Archive Service Center, and Digital Research Library Departments.
- 8.d Includes \$48,939 provided from the NEH to microfilm books from the Chinese collections.
- 8.e Library endowment funding was used to support a ten-year mass deacidification effort.
- 12 The NEH provided funds for preservation microfilming and 1 FTE staff.

#### **PURDUE**

Excludes branch campuses at Purdue North Central in Westville, Purdue Calumet in Hammond, and Purdue Fort Wayne in Fort Wayne.

- 5.a, 7.a Reflects new position of digital initiatives librarian.

#### **RICE**

Includes Brown Fine Arts Library, Business Information Center, and the Woodson Research Center.

#### **SASKATCHEWAN**

- 7-12 Expenditures as reported in Canadian dollars: (7a) \$17,231; (7b) \$124,192; (7c) \$0; (7) \$141,423; (8a) \$0; (8b) \$93,817; (8c) \$0; (8d) \$0; (8e) \$0; (8) \$93,817; (9) \$1,135; (10) \$0; (11) \$236,375; (12) \$0.

## SOUTHERN CALIFORNIA

- 8.b Contract renegotiation and department reorganization in Main Libraries data; some funds moved to acquisitions.

## SYRACUSE

- 8.b Includes Law Library.
- 13.a Includes 9,428 volumes treated by paperback stiffening.

## TEXAS

All figures are as of August 31, 2005.

- 1 UTL employs 1.0 FTE Head Librarian, Preservation Services; HRHRC employs 1.0 FTE Associate Director for Conservation and Building Management.
- 3 Head Librarian, Preservation Services reports to the Assistant Director, Technical Services Division (UTL); Associate Director for Conservation and Building Management reports to the Executive Director of the Center (HRHRC).
- 4.a Includes 1.0 FTE (UTL); 6.5 FTE (HRHRC).
- 4.b Includes 8.50 FTE (UTL); 2.5 FTE (HRHRC).
- 4.c Includes 1.50 FTE (UTL); 1.00 FTE (HRHRC).
- 5 Excludes 0.25 FTE total activities of volunteers and class projects from the Kilgarlin Center for Preservation of the Cultural Record (UTL only).
- 5.a Includes 1.25 FTE (UTL); 6.5 FTE (HRHRC); 1.40 FTE (CAH).
- 5.b Includes 10.32 FTE (UTL); 7.0 FTE (HRHRC); 0.80 FTE (CAH).
- 5.c Includes 3.14 FTE (UTL); 1.00 FTE (HRHRC); 0.60 FTE (CAH).
- 7.a Includes \$56,613 (UTL); \$303,616 (HRHRC); \$59,373 (CAH).
- 7.b Includes \$243,304 (UTL); \$181,041 (HRHRC); \$23,066 (CAH).
- 7.c Includes \$39,713 (UTL); \$5,100 (HRHRC); \$4,940 (CAH).
- 8.b Figure for UTL only.
- 8.d Figure for UTL only.
- 9 Includes \$52,237 (UTL); \$42,607 (HRHRC); \$10,911 (CAH).
- 10 Includes \$4,875 (UTL); \$1,874 (CAH).
- 12 Includes \$51,277 (UTL); \$27,607 (HRHRC); \$12,785 (CAH).
- 13.a Includes 22,142 (UTL); 5 (HRHRC); 22 (CAH).
- 13.b Includes 1,683 (UTL); 42 (HRHRC); 4 (CAH).
- 13.c Includes 509 (UTL); 61 (HRHRC); 4 (CAH).
- 14 Complete figure for UTL was unavailable. Includes 617 (UTL); 4,945 (HRHRC); 380 (CAH).
- 17 Includes 257 (HRHRC); 231 (CAH); exact figure for UTL was unavailable.
- 18 Includes 2,135 (UTL); 5,748 (HRHRC); 13 (CAH).
- 19 Figure for UTL only.
- 20.b Figure for UTL only.
- 20.c Figure for UTL only; exact figure for HRHRC was unavailable.
- 21.a Includes 1,037 (UTL); 1,750 (HRHRC); 3,909 (CAH).
- 21.b Figure for UTL only and is for 155 first-generation copy negatives and transparencies.

- 21.c Includes 1,055 (UTL); 14 (CAH); exact figure for HRHRC was unavailable.
- 22.a Figure for CAH only; exact figure for HRHRC was unavailable.
- 22.b Includes 5,783 (UTL); 5,093 (CAH); exact figure for HRHRC was unavailable.

#### TEXAS TECH

All figures are as of August 31, 2005.

#### TORONTO

All figures are as of April 30, 2005 except where noted.

- 1 There is no preservation administrator at this time; preservation staff report to the Department Head of Fisher Rare Book Library.
- 7-12 All figures are as of May 1, 2005 and exclude Scarborough and Erindale campuses. Expenditures as reported in Canadian dollars: (7a) \$282,777; (7b) \$649,370; (7c) UA/NA; (7) 932,148; (8a) UA/NA; (8b) \$447,319; (8c) UA/NA; (8d) UA/NA; (8e) \$535; (8) \$447,854; (9) \$21,617; (10) \$350; (11) \$1,401,969; (12) \$14,500.
- 8.b Includes Scarborough and Erindale campuses and affiliated libraries.

#### UTAH

- 7.a Figure reflects \$48,887 salary and a \$400 bonus.
- 8.b Figures provided are for the Marriott Library only; excludes Law and Medical Libraries.

#### VANDERBILT

- 22.b Excludes work done in TV News Archive.

#### VIRGINIA

- 7-12 Figures are incomplete; excludes Special Collections.

#### WASHINGTON

8a, 8c, 8e, 10, 12, 13c, 14-18, Law Library reports zero.  
20a, 20c, 21-22

#### WATERLOO

All figures are as of April 30, 2005.

- 7-12 Expenditures as reported in Canadian dollars: (7a) \$0; (7b) \$106,877; (7c) \$1,872; (7) \$108,749; (8a) \$0; (8b) \$68,550; (8c) \$0; (8d) \$0; (8e) \$0; (8) \$68,550; (9) \$6,500; (10) \$0; (11) \$183,799; (12) \$0.

#### WAYNE STATE

All figures are as of September 30, 2005.

- 8.b Figure for contract binding (16) in the *ARL Statistics 2004-05* included \$907 for conservation services.

#### WESTERN ONTARIO

- 7-12 Expenditures as reported in Canadian dollars: (7a) UA/NA; (7b) UA/NA; (7c) UA/NA; (7) \$19,063; (8a) \$11,626; (8b) \$151,905; (8c) \$0; (8d) \$0; (8e) \$0; (8) \$163,531; (9) \$2,911; (10) \$0; (11) \$185,505; (12) \$0.
- 19 Includes 1,000 music scores.

#### WISCONSIN

Includes Memorial, Special Collections, Music, Law, Ebling Medical, Steenbock Agriculture and Life Sciences, School of Library and Information Studies, Wendt Engineering, Wisconsin State Historical Society.

- 4 Figures represent staff at Memorial Library only. Number does not include 0.44 FTE volunteer.
- 5 Does not include 0.48 FTE volunteer time.

- 8.b Excludes expenditures for enclosures paid to commercial binder, and therefore differs from figure for contract binding (16) in the *ARL Statistics 2004-05*.
- 8.e Includes expenditures for equipment repair or maintenance contracts, methylene blue testing, and film storage.
- 19 Includes the General Library System libraries, as well as several independent campus libraries, but may not include some libraries whose expenditures are incorporated into the total dollar figure in Contract Binding Expenditures (8b).

#### YALE

Includes the Medical Library; excludes the Law Library.

- 8.a 8a, 8e: Increase in (8a) and decrease in (8e) reflects a better understanding of the definitions for each. 2003-04 figures included the amount spent on digital contract conservation in (8e); for the 2004-05 survey it was moved to (8a). In addition the Beinecke Library spent \$200,000 more on contract conservation in 2004-05 than in the past and grants allowed an increase in the amount of materials sent out by other libraries.
- 8.b Decrease reflects a re-negotiation of rates with the primary binder, plus fewer items were bound.
- 12 Increase reflects the receipt of several grants by the library.
- 14 Decrease reflects changing to a more accurate means of tracking work done, as well as an actual decrease in the amount treated.

#### YORK

All figures are as of April 30, 2005.

7-12

Expenditures as reported in Canadian dollars: (7a) UA/NA; (7b) UA/NA; (7c) UA/NA; (7) \$0; (8a) UA/NA; (8b) \$180,558; (8c) \$0; (8d) \$0; (8e) \$0; (8) \$180,558; (9) UA/NA; (10) \$0; (11) \$180,558; (12) UA/NA.



## APPENDIX

### ARL Member Libraries as of January 1, 2006

The Association of Research Libraries (ARL) represents the interests of 123 libraries that serve major North American research institutions. ARL operates as a forum for the exchange of ideas and as an agent for collective action to influence the forces affecting the ability of these libraries to meet the future needs of scholarship. The ARL Statistics and Measurement program is organized around identifying, collecting, analyzing, and distributing quantifiable information describing the characteristics of research libraries. The program offers publications and special member services, and collaborates with other national and international library statistics programs.

<u>Institution</u>	<u>Category</u>	<u>Full Name of Institution</u>	<u>Location</u>
Alabama	S	University of Alabama	Tuscaloosa, Alabama
Alberta	C	University of Alberta	Edmonton, Alberta
Arizona	S	University of Arizona	Tucson, Arizona
Arizona State	S	Arizona State University	Tempe, Arizona
Auburn	S	Auburn University	Auburn, Alabama
Boston	P	Boston University	Boston, Massachusetts
Boston College	P	Boston College	Boston, Massachusetts
Brigham Young	P	Brigham Young University	Provo, Utah
British Columbia	C	University of British Columbia	Vancouver, British Columbia
Brown	P	Brown University	Providence, Rhode Island
Berkeley, California	S	University of California, Berkeley	California, Berkeley
California, Davis	S	University of California, Davis	Davis, California
California, Irvine	S	University of California, Irvine	Irvine, California
California, Los Angeles	S	University of California, Los Angeles	Los Angeles, California
California, Riverside	S	University of California, Riverside	Riverside, California
California, San Diego	S	University of California, San Diego	La Jolla, California
California, Santa Barbara	S	University of California, Santa Barbara	Santa Barbara, California
Case Western Reserve	P	Case Western Reserve University	Cleveland, Ohio
Chicago	P	University of Chicago	Chicago, Illinois
Cincinnati	S	University of Cincinnati	Cincinnati, Ohio
Colorado	S	University of Colorado	Boulder, Colorado
Colorado State	S	Colorado State University	Fort Collins, Colorado
Columbia	P	Columbia University	New York, New York
Connecticut	S	University of Connecticut	Storrs, Connecticut
Cornell	P	Cornell University	Ithaca, New York
Dartmouth	P	Dartmouth College	Hanover, New Hampshire
Delaware	S	University of Delaware	Newark, Delaware
Duke	P	Duke University	Durham, North Carolina
Emory	P	Emory University	Atlanta, Georgia
Florida	S	University of Florida	Gainesville, Florida
Florida State	S	Florida State University	Tallahassee, Florida
George Washington	P	George Washington University	Washington, D.C.
Georgetown	P	Georgetown University	Washington, D.C.
Georgia	S	University of Georgia	Athens, Georgia
Georgia Tech	S	Georgia Institute of Technology	Atlanta, Georgia
Guelph	C	University of Guelph	Guelph, Ontario
Harvard	P	Harvard University	Cambridge, Massachusetts
Hawaii	S	University of Hawaii	Honolulu, Hawaii
Houston	S	University of Houston	Houston, Texas
Howard	P	Howard University	Washington, D.C.
Illinois, Chicago	S	University of Illinois at Chicago	Chicago, Illinois
Illinois, Urbana	S	University of Illinois at Urbana	Urbana, Illinois
Indiana	S	Indiana University	Bloomington, Indiana
Iowa	S	University of Iowa	Iowa City, Iowa
Iowa State	S	Iowa State University	Ames, Iowa
Johns Hopkins	P	Johns Hopkins University	Baltimore, Maryland
Kansas	S	University of Kansas	Lawrence, Kansas
Kent State	S	Kent State University	Kent, Ohio
Kentucky	S	University of Kentucky	Lexington, Kentucky
Laval	C	Laval University	Quebec, Quebec
Louisiana State	S	Louisiana State University	Baton Rouge, Louisiana
Louisville	S	University of Louisville	Louisville, Kentucky
McGill	C	McGill University	Montreal, Quebec
McMaster	C	McMaster University	Hamilton, Ontario
Manitoba	C	University of Manitoba	Winnipeg, Manitoba
Maryland	S	University of Maryland	College Park, Maryland
Massachusetts	S	University of Massachusetts	Amherst, Massachusetts
MIT	P	Massachusetts Institute of Technology	Cambridge, Massachusetts
Miami	P	University of Miami	Coral Gables, Florida
Michigan	S	University of Michigan	Ann Arbor, Michigan
Michigan State	S	Michigan State University	East Lansing, Michigan

S=U.S. public university P=U.S. private university N=U.S. nonuniversity library C=Canadian university X=Canadian nonuniversity



<u>Institution</u>	<u>Category</u>	<u>Full Name of Institution</u>	<u>Location</u>
Minnesota	S	University of Minnesota	Minneapolis, Minnesota
Missouri	S	University of Missouri	Columbia, Missouri
Montreal	C	University of Montreal	Montreal, Quebec
Nebraska	S	University of Nebraska-Lincoln	Lincoln, Nebraska
New Mexico	S	University of New Mexico	Albuquerque, New Mexico
New York	P	New York University	New York, New York
North Carolina	S	University of North Carolina	Chapel Hill, North Carolina
North Carolina State	S	North Carolina State University	Raleigh, North Carolina
Northwestern	P	Northwestern University	Evanston, Illinois
Notre Dame	P	University of Notre Dame	Notre Dame, Indiana
Ohio	S	Ohio University	Athens, Ohio
Ohio State	S	Ohio State University	Columbus, Ohio
Oklahoma	S	University of Oklahoma	Norman, Oklahoma
Oklahoma State	S	Oklahoma State University	Stillwater, Oklahoma
Oregon	S	University of Oregon	Eugene, Oregon
Pennsylvania	P	University of Pennsylvania	Philadelphia, Pennsylvania
Pennsylvania State	S	Pennsylvania State University	University Park, Pennsylvania
Pittsburgh	S	University of Pittsburgh	Pittsburgh, Pennsylvania
Princeton	P	Princeton University	Princeton, New Jersey
Purdue	S	Purdue University	West Lafayette, Indiana
Queen's	C	Queen's University	Kingston, Ontario
Rice	P	Rice University	Houston, Texas
Rochester	P	University of Rochester	Rochester, New York
Rutgers	S	Rutgers University	New Brunswick, New Jersey
Saskatchewan	C	University of Saskatchewan	Saskatoon, Saskatchewan
South Carolina	S	University of South Carolina	Columbia, South Carolina
Southern California	P	University of Southern California	Los Angeles, California
Southern Illinois	S	Southern Illinois University	Carbondale, Illinois
SUNY-Albany	S	University at Albany, State University of New York	Albany, New York
SUNY-Buffalo	S	University at Buffalo, State University of New York	Buffalo, New York
SUNY-Stony Brook	S	State University of New York at Stony Brook	Stony Brook, New York
Syracuse	P	Syracuse University	Syracuse, New York
Temple	S	Temple University	Philadelphia, Pennsylvania
Tennessee	S	University of Tennessee	Knoxville, Tennessee
Texas	S	University of Texas	Austin, Texas
Texas A&M	S	Texas A&M University	College Station, Texas
Texas Tech	S	Texas Tech University	Lubbock, Texas
Toronto	C	University of Toronto	Toronto, Ontario
Tulane	P	Tulane University	New Orleans, Louisiana
Utah	S	University of Utah	Salt Lake City, Utah
Vanderbilt	P	Vanderbilt University	Nashville, Tennessee
Virginia	S	University of Virginia	Charlottesville, Virginia
Virginia Tech	S	Virginia Polytechnic Institute & State University	Blacksburg, Virginia
Washington	S	University of Washington	Seattle, Washington
Washington State	S	Washington State University	Pullman, Washington
Washington U.-St. Louis	P	Washington University	St. Louis, Missouri
Waterloo	C	University of Waterloo	Waterloo, Ontario
Wayne State	S	Wayne State University	Detroit, Michigan
Western Ontario	C	University of Western Ontario	London, Ontario
Wisconsin	S	University of Wisconsin	Madison, Wisconsin
Yale	P	Yale University	New Haven, Connecticut
York	C	York University	North York, Ontario
Boston Public Library	N	Boston Public Library	Boston, Massachusetts
Canada Inst. SciTech Info.	X	Canada Inst. for Scientific & Technical Information	Ottawa, Ontario
Center for Research Libs.	N	Center for Research Libraries	Chicago, Illinois
Library of Congress	N	Library of Congress	Washington, D.C.
Natl. Agricultural Lib.	N	National Agricultural Library	Beltsville, Maryland
Lib. & Archives of Canada	X	Library and Archives of Canada	Ottawa, Ontario
Natl. Library of Medicine	N	National Library of Medicine	Bethesda, Maryland
New York Public Library	N	New York Public Library	New York, New York
New York State Library	N	New York State Library	Albany, New York
Smithsonian Institution	N	Smithsonian Institution	Washington, D.C.