August 26, 2014

To: Directors of ARL Libraries

From: Martha Kyrillidou, Senior Director, ARL Statistics and Service Quality Programs

Re: ARL Statistics 2013–14 (including Law, Health Sciences, and Special Collections)

DUE: As soon as your fiscal year ends and/or no later than October 15, 2014

The web-based 2013–14 ARL Statistics survey forms are available through the gateway that houses the ARL Statistics web data entry interface. The mailing documents are available at:


You may login to the web data entry interface at http://arlstatistics.org.

Thank you for alerting responsible staff of the availability of the 2013–14 survey forms. Please forward this email to your counterparts at administratively independent Law and Health Science Libraries as needed.

We are using the same survey form exactly as we did last year. As you may recall we worked on revising the survey three years ago with the aim of making the form useful, relevant and easy to collect. As a result we have fewer questions and decreased the reporting burden.

We will collect some Special Collections data again for the 2013–14 survey. Please provide the following key pieces of information regarding your special collections: expenditures (questions 6 to 9), staffing (questions 13a-c), and also this year please consider providing number of library presentations to groups and number of participants in group presentations (questions 14-15). We will leave it to your discretion to fill in additional variables if you think they are useful. If you have questions about how to complete the Special Collections survey, please send an email and we will work with you.

As you know, there is a lot of interest in sharing information about Special Collections in a more systematic fashion. Our goal is to pull quantitative and qualitative information together in describing Special Collections and also relate this new approach to earlier efforts. We have tested the collection of short in length impact stories and the approach has been endorsed by the ARL Statistics and Assessment Committee and the Special Collections Task Force. After the October membership meeting we will issue a call to all ARL libraries to submit short stories that demonstrate the value of their special collections.
* What the system allows you to do:

You may access the online system at [http://arlstatistics.org](http://arlstatistics.org) for interactive analysis of the ARL Statistics data as soon as they are submitted. Once you login into the system, you may access submitted data from the ‘ANALYTICS’ link at the top menu and the ‘Data Repository’ link on the left.

The Web interface allows you to report data for Special Collections and for the branches, such as Law and Health Sciences libraries. Then it aggregates the Main, Law, and Health Sciences data automatically. You will be able to see a comparison of last year’s data to this year’s data to help you identify trends for your institution as well as other ARL libraries. This feature improves the reliability of the submitted data and allows us to edit the data after you have thoroughly vetted them. Note that we do provide some guidelines regarding what might be excessive increases or decreases from year to year regarding the aggregated ARL Statistics. (Please see the "arlstatspercent" Excel spreadsheet on the mailing website for more information.)

Please take the time to review your final data with all your senior staff and resolve any questions to your satisfaction before your primary contact makes the final submission to ARL. The designated primary contact for your institution is the person who is responsible for the final submission to ARL. A list of all the primary (and other) contacts is provided through the ‘Directory’ link. **IMPORTANT: the data are not final until ARL closes the survey after careful editing.**

All the needed documents for completing the annual ARL Statistics Survey can be found online at:

[http://www.arlstatistics.org/About/Mailings/stats_2013-14](http://www.arlstatistics.org/About/Mailings/stats_2013-14)

Thank you very much for your support and for making the ARL annual statistical compilations possible. If you have any suggestions about this survey cycle or the ARL Statistics and Assessment Program in general, you can reach me by email at martha@arl.org.