Art and Architecture Library Survey

This survey is the first attempt at a more comprehensive and systematic survey of the institutional makeup of the art and architecture library community. The survey should take approximately 20-30 minutes to complete (with your institutional data on hand).

Your participation in this survey is completely optional. You may choose to answer any/all of the questions. You are free to skip any questions you do not wish to answer, and you may withdraw from the survey at any time. Please fill out the questions you are able to (those that apply to your institutional circumstances) and to the best of your knowledge.

IP addresses will not be investigated and data will be removed from the server once collected. The goal of the survey is to aggregate and share the data with the community to assemble a directory of art and architecture libraries and to aid in such practices as benchmarking, accreditation reports, and comparing measurements of peer activity.

The survey is made up of the following sections:
- Directory
- Classification
- School
- Governance and Administration
- Collections
- Personnel
- Services
- Facilities
- Finances
- Usage
- Library Description
Senior Art and Architecture Librarian

First Name
Last Name
Email

Physical Address
Address
Address 2
City
State/Province/Region
Postal code
Country

Organization Name (Example: South Pole University, South Pole Museum, South Pole Public Library)

Library Name

Library URL
Library Type

- Art and Design School
- Museum
- Public Library
- Government
- Other

Institutional accreditation bodies, memberships and certifications

- CACB (Canadian Architectural Certification Board)
- QIDA (Council for Interior Design Accreditation)
- LAAB (Landscape Architectural Accreditation Board)
- NAAB (National Architectural Accrediting Board)
- NASAD (National Association of Schools of Art and Design)
- PAB (Planning Accrediting Board)
- AAM (American Alliance of Museums)
- ARL (Association of Research Libraries)
- CIC (Committee on Institutional Cooperation)

Other - Institutional accreditation bodies, memberships and certifications
Founding Year of Original Art and Architecture **Library** - YYYY

Founding Year of Original Art and Architecture **Collection** - YYYY

Year of Most Recent Library Renovation - YYYY
Program Types FTE

Total Architecture Student FTE
Total Design Student FTE
Total Visual Arts Student FTE
Total Art History Student FTE

School FTE types and University FTE

Total Arts and Architecture Graduate Student FTE
Total Arts and Architecture Undergraduate Student FTE
Total Arts and Architecture Instructors FTE
Total Institution Student FTE

Relevant Degrees Offered
Groups

Does your Art and Architecture Library/Collection have a Friends Group?

Yes  ○  No  ○

Does your Art and Architecture Library/Collection have a Faculty Advisory Group?

Yes  ○  No  ○

Does your Art and Architecture Library/Collection have a Student Advisory Group?

Yes  ○  No  ○

What is the title of the individual the Senior Art and Architecture Librarian reports to (example: Head of Reference, Provost, Vice President, etc.)?


What is the title of the Senior Art and Architecture Librarian.


Does your Art and Architecture Library/Collection have a Strategic Plan?

Yes  ○  No  ○

Include your Art and Architecture Library/Collection Mission and/or Vision Statement if available.

Please limit the response to 20,000 characters.


### Policy

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collection Development Policy</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Does your art and architecture collection development process utilize an approval plan?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Does your art and architecture collection development process utilize faculty suggestions?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Does your art and architecture collection development process utilize personnel with disciplinary experience or knowledge?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Does your art and architecture collection development process utilize an original cataloger with expertise in the arts?</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

### Print Titles - Range Counts

<table>
<thead>
<tr>
<th>On site - SUBCLASS N-X</th>
<th>Off site - SUBCLASS N-X</th>
</tr>
</thead>
<tbody>
<tr>
<td>On site - SUBCLASS TR</td>
<td>Off site - SUBCLASS TR</td>
</tr>
<tr>
<td>On site - Dewey Decimal Classification 700-770</td>
<td>Off site - Dewey Decimal Classification 700-770</td>
</tr>
</tbody>
</table>

### Print Titles - Other Relevant Range Counts

Please limit the response to 20,000 characters.

### Ebook Title - Counts

| CLASS N - FINE ARTS | SUBCLASS TR - PHOTOGRAPHY | Dewey Decimal Classification 700-770 - The Arts |

### Ebook Title - Other Relevant Range Counts

Please limit the response to 20,000 characters.
Journal Counts - List the total counts for

Physical serials collection total title count in support of art and architecture curricula
Physical serials collection total volume count in support of art and architecture curricula
Ejournals collection total title count in support of art and architecture curricula
Ejournals collection total volume count in support of art and architecture curricula

AV / Media Title Counts - List the total title counts for

Physical media (not including images) in support of art and architecture curricula
Digital media (not including images) in support of art and architecture curricula
Subscription streaming media (not including images) in support of art and architecture curricula

Image Counts - List the total counts for

Physical Images
Digital Images
Subscription Images

Does your facility have unique slides or image collections currently at risk?  
Yes | No

Please describe at risk circumstances. Please limit the response to 20,000 characters.

Special Collections Counts - Please list the total title counts for

Zines
Artists' Books
Materials Collection (physical)
Comics
Catalogues raisonnés

Other relevant unique collections and primary resources held. Please limit the response to 20,000 characters.
FTE - **Student** personnel in support of art and architecture curricula.
(An FTE of 1.0 is equivalent to a full-time worker, while an FTE of 0.5 signals half of a full-time worker.)

FTE - Undergraduate Student Assistant positions
FTE - Graduate Student Assistant positions
FTE - Contracted personnel

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FTE - **Staff** personnel in support of art and architecture curricula
(An FTE of 1.0 is equivalent to a full-time worker, while an FTE of 0.5 signals half of a full-time worker.)

MLS and Arts degree
MLS only
Arts degree only
No MLS or Arts Degree

---

FTE - Library faculty **non tenure track** positions
(An FTE of 1.0 is equivalent to a full-time worker, while an FTE of 0.5 signals half of a full-time worker.)

MLS and Arts degree
MLS only
Arts degree only
No MLS or Arts Degree

---

FTE - Library faculty **tenure track** positions
(An FTE of 1.0 is equivalent to a full-time worker, while an FTE of 0.5 signals half of a full-time worker.)

MLS and Arts degree
MLS only
Arts degree only
No MLS or Arts Degree
Service Availability - Please list the total regular hours per-week

Arts and architecture servicing facility is available to patrons
Circulation services for arts and architecture patrons
On-site research assistance for arts and architecture patrons
Online (chat, text) assistance for arts and architecture research

Circulation of arts collection.

- Fully circulating arts collection
- Partially circulating arts collection
- Completely non-circulating arts collection
### Services

<table>
<thead>
<tr>
<th>Service</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserve Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technology Support</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Does your facility have a formal visual literacy program?</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Does your facility have a formal arts and architecture servicing information literacy program?</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Services - Technology and Creation

List the total number of:

- Electrical outlets your facility has available to art and architecture researchers
- Computers dedicated to art and architecture researchers
- Windows workstations dedicated to art and architecture researchers
- Mac workstations dedicated to art and architecture researchers
- List the most recent year your computers were refreshed.
- 3D Printers your facility has dedicated to art and architecture researchers.
- Scanners your facility has dedicated to art and architecture researchers.
- Black and white printers your facility has dedicated to art and architecture researchers.
- Color printers your facility has dedicated to art and architecture researchers.

### Services - Technology and Creation

<table>
<thead>
<tr>
<th>Service</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Does your facility have wifi access in all square feet for art and architecture researchers?</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Does your facility have a MakerSpace dedicated to art and architecture researchers?</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Does your facility have video production equipment dedicated to art and architecture researchers?</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Does your facility have 3D production technology dedicated to art and architecture researchers?</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Does your facility have a poster printer dedicated to art and architecture researchers?</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Other Services, Technology and Creation.
Please limit the response to 20,000 characters.
### Facilities

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your facility have a separate dedicated art and architecture reading room?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Does your art and architecture stacks area maintain temperature and humidity at acceptable ranges?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Does your art and architecture storage area maintain temperature and humidity at acceptable ranges?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Is your art and architecture collections and service space shared with other units (e.g., Information Technology, Writing Center, other Departments)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Does your facility have security gates to protect theft of the art and architecture collection in open stacks?</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

### Facilities - Please list the total number of the following

- Seats your facility has dedicated to art and architecture researchers
- Square footage in your facility dedicated to art and architecture researchers
- Individual study areas your facility has dedicated to art and architecture researchers (example: carrels, individual study rooms)
- Group study areas your facility has dedicated to art and architecture researchers
- Research instruction classrooms dedicated to art and architecture researchers
- Seating capacity of all research instruction classrooms dedicated to art and architecture researchers
Previous fiscal year

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Art and Architecture Collection Budget</td>
<td></td>
</tr>
<tr>
<td>Total Institution Collection Budget</td>
<td></td>
</tr>
</tbody>
</table>

Current fiscal year

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
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<tbody>
<tr>
<td>Total Art and Architecture Collection Budget</td>
<td></td>
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<tr>
<td>Total Institution Collection Budget</td>
<td></td>
</tr>
</tbody>
</table>

Current fiscal year - Text

List your total collections budget for

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Materials - CLASS N - FINE ARTS</td>
<td></td>
</tr>
<tr>
<td>Physical Materials - SUBCLASS - TR - PHOTOGRAPHY</td>
<td></td>
</tr>
<tr>
<td>Ebooks - CLASS N - FINE ARTS</td>
<td></td>
</tr>
<tr>
<td>Ebooks - SUBCLASS - TR - PHOTOGRAPHY</td>
<td></td>
</tr>
<tr>
<td>Physical Serials Subscriptions in support of art and architecture curricula</td>
<td></td>
</tr>
<tr>
<td>Ejournals in support of art and architecture curricula</td>
<td></td>
</tr>
<tr>
<td>Physical Materials - Dewey 700-770 The Arts</td>
<td></td>
</tr>
<tr>
<td>Ebooks - Dewey 700-770 The Arts</td>
<td></td>
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</tbody>
</table>

Current fiscal year - Media, Video, Images

List your total collections budget for

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical media (not including images) in support of art and architecture curricula</td>
<td></td>
</tr>
<tr>
<td>Digital media (not including images) in support of art and architecture curricula</td>
<td></td>
</tr>
<tr>
<td>Subscription media (not including images) in support of art and architecture curricula</td>
<td></td>
</tr>
<tr>
<td>Physical image collection</td>
<td></td>
</tr>
<tr>
<td>Digital image collection</td>
<td></td>
</tr>
<tr>
<td>Subscription image collection</td>
<td></td>
</tr>
</tbody>
</table>

Current fiscal year - Special Collections

List your total collections budget for

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zines</td>
<td></td>
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<td>Artists' books</td>
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<tr>
<td>Materials collection</td>
<td></td>
</tr>
<tr>
<td>Comics</td>
<td></td>
</tr>
<tr>
<td>Catalogues raisonné</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>
## Usage - Circulation

- Visitor Count per year for facility with art and architecture collection and services
- Circulation transactions per year for art and architecture collection
- ILLs - total number of Art and Architecture materials received per year
- ILLs - total number of Art and Architecture materials loaned per year
- Reserves - total number of Art and Architecture titles placed on Reserve per year
- Purchase Requests - total number of Art and Architecture title purchase requests per year
- Group Study Room - total number of group study room usage per year
- Individual Study Area - total number of individual study area usage per year

## Usage - Online

- Total LibGuide views per year for all art and architecture guides
- Website - total website hits per year for main site supporting art and architecture collections and services
- Database Sessions - total databases sessions per year for art and architecture resources
- Full Text Views - total full text views per year for art and architecture resources
- Ebooks - total art and architecture collection Ebooks accessed per year

## Usage - Research Aid

Please provide the total number of the following art and architecture facility or services per year:

- Directional transactions
- Technology transactions
- Online reference transactions (Email, Chat, Text)
- In-person reference transactions
- Research consultations
- Course-integrated art and architecture research instruction sessions
- Attendees for course-integrated art and architecture research instruction
Upload image of your library

Drop files or click here to upload

Provide a short description of your library.
Please limit the response to 20,000 characters.
We thank you for your time spent taking this survey.
Your response has been recorded.