October 18, 2012

Dear Chief Academic Officer:

The National Center for Education Statistics (NCES) conducts a biennial survey of all libraries serving degree-granting colleges and universities in the fifty states and the District of Columbia. In the next few weeks, instructions for survey participation will be sent to the library director at your institution. On-line registration and web data collection opens November 6, 2012 and web data collection closes on February 26, 2013.

The Academic Libraries Survey (ALS) 2012 form and instructions will be posted on the NCES Web site (http://nces.ed.gov/surveys/libraries/AcaRRQuestDefs.asp) for your review. An online analysis tool for comparing academic libraries and other survey information is available on the Academic Libraries Survey Web page (http://nces.ed.gov/surveys/libraries/academic.asp).

The collection of salary and benefits data is an important component of this voluntary library survey. NCES protects the confidentiality of salary and benefits data when there is a risk of disclosure of personally identifiable data. For the purposes of this survey, when the FTEs within a staffing category are two or fewer, salary and benefits data will be removed from the file.

The cooperation of your institution is important to the success of this national survey of academic libraries. If you have questions about the Academic Libraries Survey, please contact Tai Phan at Tai.Phan@ed.gov.

Sincerely,

Jack Buckley
Commissioner
National Center for Education Statistics
Institute of Education Sciences

cc: Library Director