

Please complete the following contact information identifying the person completing this part of the Statistical Report. This will help if questions arise in interpreting the data. Please be sure to return this cover sheet with the questionnaire.

| | |
|-----------------------|--|
| Name: | Ilia E. Ortiz |
| Title: | Administrative Officer |
| Phone Number: | (787) 763-6199 |
| Fax Number: | (787) 764-2311 |
| Email Address: | ieortiz@uprrp.edu |
| University: | University of Puerto Rico |

If questions arise in completing this part of the questionnaire, or if you have comments on its content, please contact ALISE at:

Association for Library and Information Science Education (ALISE)
65 East Wacker Place, Suite 1900
Chicago, IL 60601-7246 USA
Phone: 1 312 795 0996
Fax: 1 312 419 8950
E-mail: contact@alise.org

The questionnaire on Income & Expenditure includes three sections:

- A. Expenditures;
- B. Sources of Funds;
- C. Items Not Included in the LIS School Budget.

For Sections A (Expenditures) and B (Sources of Funds), please include only figures for items that are part of the LIS school budget, over which the school has direct control. Include both summer session and academic year budgets. Salaries, services, and materials provided without budget charge by the parent institution should be listed in Section C. Please review all categories of information requested before answering.

Reporting Period: indicate the 12-month period that includes the 2007-2008 academic year.

MM/2007 through MM/2008

A. EXPENDITURES

1. Salaries and Wages

Please record in column (01) the total amount spent for each category of personnel. Then indicate how much of the amount spent for each category is allocated (actual or estimated in dollars) to each of the six activities designated in the right-hand columns [(02) - (07)].

| PERSONNEL | TOTAL SPENT (01) | Amount Allocated (Actual or Estimated) to Each Activity | | | | | |
|----------------------|---------------------|---|-----------------------------|-----------------|----------------------|---------------|------------|
| | | Instructi on (02) | Admin- istration (03) | Library (04) | Computer Lab (05) | Research (06) | Other (07) |
| a. Faculty | 682,047 | 682,047 | | | | | |
| b. Specialist | 143,760 | | 74,580 | | 69,180 | | |
| c. Clerical | 60,360 | | 60,360 | | | | |
| d. Students | 9,813 | | 4,797 | | | 5,016 | |
| e. Fringe Benefits | 186,515 | 186,515 | | | | | |
| COLUMN TOTALS | 1082,495 | 868,562 | 139,737 | | 69,180 | 5,016 | |

2. Operating Expenses

| (A) Teaching and Administration | |
|--|----------------------|
| i. Supplies | \$23,342 (08) |
| ii. Communications | (09) |
| iii. Equipment | |
| (a) Purchase | (10) |
| (b) Rental | (11) |
| (c) Maintenance Contracts | (12) |
| Total Equipment | \$23,342 (13) |
| iv. Travel | |
| (a) Administration | (14) |
| (b) Faculty | \$24,407 (15) |
| (c) Other | \$1,000 (16) |
| Total Travel | \$25,407 (17) |
| v. Duplicating/printing costs | (18) |
| vi. Dues, subscriptions, memberships | \$1,562 (19) |
| vii. Insurance | (20) |
| viii. Advertising | (21) |
| ix. Other (specify type and amount): Convocational | \$1,260 |
| (a) Lectures & Seminars | (22) |
| (b) Repairs & Maintenance | (23) |
| (c) | (24) |
| (d) | (25) |
| Total Other Expenses | \$2,822 (26) |
| TOTAL TEACHING AND ADMINISTRATION EXPENSES | \$54,392 (27) |

| | | |
|---------------------------------------|-----------------|-------------|
| (B) LIS School Library | | |
| i. Collection | \$10,980 | (28) |
| ii. Equipment | | |
| (a) Purchase | \$17,000 | (29) |
| (b) Rental | | (30) |
| (c) Maintenance Contracts | | (31) |
| Total Equipment | \$17,000 | (32) |
| iii. Other | | |
| (a) | | (33) |
| (b) | | (34) |
| Total Other | \$0 | (35) |
| TOTAL LIBRARY SCIENCE EXPENSES | \$27,980 | (36) |

| | | |
|-------------------------------------|--------------|-------------|
| (C) LIS Computer Lab(s) | | |
| i. Manuals, Software | \$167 | (37) |
| ii. Equipment | | |
| (a) Purchase | | (38) |
| (b) Rental | | (39) |
| (c) Maintenance Contracts | | (40) |
| Total Equipment | \$0 | (41) |
| iii. Other | | |
| (a) | | (42) |
| (b) | | (43) |
| Total Other | \$0 | (44) |
| TOTAL COMPUTING LAB EXPENSES | \$167 | (45) |

| | | |
|----------------------------------|------------|-------------|
| (D) Funded Research Total | \$0 | (46) |
|----------------------------------|------------|-------------|

| | | |
|---------------------------------|----------------|-------------|
| (E) Student Aid | | |
| i. Fellowships and Scholarships | \$9,813 | (47) |
| ii. Other | | |
| (a) | | (48) |
| (b) | | (49) |
| Total Other | \$0 | (50) |
| TOTAL STUDENT AID | \$9,813 | (51) |

| | | |
|--|--------------|-------------|
| (F) Continuing Education, Workshops, Institutes | \$340 | (52) |
|--|--------------|-------------|

| | | |
|-----------------------------|------------------|-------------|
| (G) Other Expenses | | |
| (i) Assistanship | \$112,000 | (53) |
| (ii) | | (54) |
| (iii) | | (55) |
| TOTAL OTHER EXPENSES | \$112,000 | (56) |

3. Summary of Expenditures

| | | |
|---------------------------|-------------------|-------------|
| (A) Salaries and Wages | \$909,180 | (57) |
| (B) Operating Expenses | \$201,870 | (58) |
| TOTAL EXPENDITURES | \$1111,050 | (59) |

B. SOURCES OF FUNDS

| | | |
|--|---------------------|-------------|
| 1. Parent Institution | 1,2 | (60) |
| 2. Federal Grants/Contracts | | (61) |
| 3. CE Activities | | (62) |
| 4. Endowment/Trust Funds | | (63) |
| 5. State/Provincial Grants/Contracts | | (64) |
| 6. Other (specify type and amount) Wilson Foundation | ##### | |
| a. Knowledge Management | \$10,000 | (65) |
| b. FIPI proposal | \$34,566 | (66) |
| c. Assistantship | \$96,000 | (67) |
| Total Other | 1,369,906.00 | (68) |
| TOTAL SOURCES OF INCOME | 1,369,906.00 | (69) |

Line (69) should be consistent with line (59). If totals differ widely, please explain below:

a. If expenditures are greater than income, how is overage covered?
The overages are largely attributable to fringe benefits, primarily tuition remission (for graduate assistants and dependents of employees), which is "charged" against the division budget, but no funds are put into

b. If income is greater than expenditures, can funds be carried forward to next fiscal year?

YES

x

NO

☐

Comments:

C. ITEMS NOT INCLUDED IN THE LIS SCHOOL BUDGET

If the parent institution (and/or its library or computer service organization) furnishes services and materials or provides benefits without budget charges, these items should be listed here. DO NOT list general institutional services such as heating, ventilation, or other maintenance costs unless they are specifically credited to the school's budget. Please specify item and amount:

| Item Description | Amount | |
|------------------------------|------------|-------------|
| LIS School Library | | (70) |
| Classroom/Computer Lab | | (71) |
| Student Aid | | (72) |
| Summer Session Faculty & RAs | | (73) |
| | | (74) |
| | | (75) |
| | | (76) |
| | | (77) |
| | | (78) |
| TOTAL | \$0 | (79) |

D. FUNDING FROM PARENT INSTITUTION

1. Is the funding to the LIS school from the parent institution directly dependent upon:

- a. FTE? YES x NO ☐
- b. Head count? YES ☐ NO ☐
- c. # credit hours generated YES ☐ NO ☐
- d. Other? (please indicate)

2. Did you receive an increase in funds from your parent institution in this reporting year?

YES x NO ☐

3. If no, was your budget reduced or was it held at the same level as the previous year?

4. What is the budget outlook for your program for next year? The same with 5% on salary

E. LIS LIBRARY

1. Is there an LIS library that is in a separate location from the main university library or that is a discrete unit within the main university library?

YES ☐ NO x

If the answer to E.1 is yes, please answer the following:

2. Is the LIS library administratively a part of the main university library? YES x NO ☐
3. Does the LIS school provide all or most of the support for the LIS library? YES ☐ NO x
4. Is the librarian of the LIS library funded by the LIS school? YES ☐ NO x

F. LIS Computer Lab

1. Is there an LIS computer lab that is in a separate location from the main university computer support facility?

YES ☐ NO x

If the answer to F.1 is yes, please answer the following:

2. Is the LIS computer lab administratively a part of the main computer support service? YES x NO ☐
3. Does the LIS school provide all or most of the support for the LIS computer lab? YES x NO ☐
4. Is the lab supervisor of the LIS computer lab funded by the LIS school? YES x NO ☐

If questions arise in completing this part of the questionnaire, or if you have comments on its content, please contact ALISE at:

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Please note the following:

1. Data should be entered in **blue cells only**.
2. **Grey cells** are locked because they contain formulas.
3. Some cells have small red triangles in their upper right hand corner. Place the cursor over the triangle to get a more detailed explanation of what should be entered in that particular cell.

All questionnaires are due no later than December 1, 2009.

Please complete the following contact information identifying the person completing this part of the Statistical Report. This will help if questions arise in interpreting the data.

| | |
|-----------------------|--|
| Name: | Annie Velazquez Reca |
| Title: | Administrative Officer |
| Phone Number: | (787) 763-6199 |
| Fax Number: | (787) 764-2311 |
| Email Address: | annie.velazquez@upr.edu |
| University: | University of Puerto Rico, Rio Piedras Campus |

The questionnaire on Income & Expenditure includes three sections:

- A. Expenditures
- B. Sources of Funds
- C. Items Not Included in the LIS School Budget

For Sections A (Expenditures) and B (Sources of Funds), please include only figures for items that are part of the LIS school budget, over which the school has direct control. Include both summer session and academic year budgets. Salaries, services, and materials provided without budget charge by the parent institution should be listed in Section C. Please review all categories of information requested before answering.

Reporting Period: indicate the 12-month period that includes the 2008-2009 academic year.

MM/2008

through

MM/2009

A. EXPENDITURES

1. Salaries and Wages

Please record in column (01) the total amount spent for each category of personnel. Then indicate how much of the amount spent for each category is allocated (actual or estimated in dollars) to each of the six activities designated in the right-hand columns [(02) - (07)].

| PERSONNEL | TOTAL SPENT (01) | Amount Allocated (Actual or Estimated) to Each Activity | | | | | |
|----------------------|--------------------|---|----------------------|--------------|-------------------|-----------------|------------|
| | | Instruction (02) | Admin-istration (03) | Library (04) | Computer Lab (05) | Research (06) | Other (07) |
| a. Faculty | \$724,493 | \$724,493 | | | | | |
| b. Specialist | \$158,805 | | \$80,910 | | \$77,895 | | |
| c. Clerical | \$66,330 | | \$66,330 | | | | |
| d. Students | \$84,143 | | \$3,543 | | | \$80,600 | |
| e. Fringe Benefits | \$283,051 | \$283,051 | | | | | |
| COLUMN TOTALS | \$1,316,822 | \$1,007,544 | \$150,783 | \$0 | \$77,895 | \$80,600 | \$0 |

2. Operating Expenses

| (A) Teaching and Administration | |
|--------------------------------------|----------------------|
| i. Supplies | \$3,648 (08) |
| ii. Communications | (09) |
| iii. Equipment | |
| (a) Purchase | \$7,188 (10) |
| (b) Rental | (11) |
| (c) Maintenance Contracts | \$1,986 (12) |
| Total Equipment | \$9,174 (13) |
| iv. Travel | |
| (a) Administration | (14) |
| (b) Faculty | \$11,459 (15) |
| (c) Other | (16) |
| Total Travel | \$11,459 (17) |
| v. Duplicating/printing costs | (18) |
| vi. Dues, subscriptions, memberships | \$2,782 (19) |
| vii. Insurance | (20) |
| viii. Advertising | \$1,225 (21) |
| ix. Other (specify type and amount): | |
| (a) Lectures & Seminars | (22) |
| (b) Repairs & Maintenance | (23) |
| (c) | (24) |

| | | | |
|--|---|-----------------|------|
| (d) | | | (25) |
| | Total Other Expenses | \$0 | (26) |
| | TOTAL TEACHING AND ADMIN. EXPENSES | \$28,288 | (27) |
| (B) LIS School Library | | | |
| i. Collection | | \$30,000 | (28) |
| ii. Equipment | | | |
| (a) Purchase | | \$13,000 | (29) |
| (b) Rental | | | (30) |
| (c) Maintenance Contracts | | | (31) |
| | Total Equipment | \$13,000 | (32) |
| iii. Other | | | |
| (a) | | | (33) |
| (b) | | | (34) |
| | Total Other | \$0 | (35) |
| | TOTAL LIBRARY SCIENCE EXPENSES | \$43,000 | (36) |
| (C) LIS Computer Lab(s) | | | |
| i. Manuals, Software | | \$10,670 | (37) |
| ii. Equipment | | | |
| (a) Purchase | | \$5,986 | (38) |
| (b) Rental | | | (39) |
| (c) Maintenance Contracts | | | (40) |
| | Total Equipment | \$5,986 | (41) |
| iii. Other | | | |
| (a) | | | (42) |
| (b) | | | (43) |
| | Total Other | \$0 | (44) |
| | TOTAL COMPUTING LAB EXPENSES | \$16,656 | (45) |
| (D) Funded Research Total | | | |
| (E) Student Aid | | | |
| i. Fellowships and Scholarships | | \$3,543 | (47) |
| ii. Other | | | |
| (a) | | \$80,600 | (48) |
| (b) | | | (49) |
| | Total Other | \$80,600 | (50) |
| | TOTAL STUDENT AID | \$84,143 | (51) |
| (F) Continuing Education, Workshops, Institutes | | | |
| | | \$828 | (52) |
| (G) Other Expenses | | | |
| (i) | | | (53) |
| (ii) | | | (54) |
| (iii) | | | (55) |

TOTAL OTHER EXPENSES (56)**3. Summary of Expenditures**

| | | |
|---------------------------|--------------------|-------------|
| (A) Salaries and Wages | \$1,007,544 | (57) |
| (B) Operating Expenses | \$172,915 | (58) |
| TOTAL EXPENDITURES | \$1,180,459 | (59) |

B. SOURCES OF FUNDS

| | | |
|--------------------------------------|--------------------|-------------|
| 1. Parent Institution | \$1,312,769 | (60) |
| 2. Federal Grants/Contracts | | (61) |
| 3. CE Activities | \$2,365 | (62) |
| 4. Endowment/Trust Funds | | (63) |
| 5. State/Provincial Grants/Contracts | | (64) |
| 6. Other (specify type and amount) | | |
| a. | \$86,800 | (65) |
| b. | \$25,317 | (66) |
| c. | \$18,466 | (67) |
| Total Other | \$130,583 | (68) |
| TOTAL SOURCES OF INCOME | \$1,445,717 | (69) |

DEAF
 — Endowment ✓
 — CE Activities ✓ (OK)

Line (69) should be consistent with line (59). If totals differ widely, please explain below:

a. If expenditures are greater than income, how is overage covered?

Two tenured track professors resigned to their positions and two tenured positions are available.

b. If income is greater than expenditures, can funds be carried forward to next fiscal year?

YES

X

NO

Comments:

Items, 60, 65 cannot be carried forward to next year, but the others yes.

C. ITEMS NOT INCLUDED IN THE LIS SCHOOL BUDGET

If the parent institution (and/or its library or computer service organization) furnishes services and materials or provides benefits without budget charges, these items should be listed here. DO NOT list general institutional services such as heating, ventilation, or other maintenance costs unless they are specifically credited to the school's budget. Please specify item and amount:

| Item Description | Amount | |
|------------------------------|-----------------|-------------|
| LIS School Library | | (70) |
| Classroom/Computer Lab | \$49,434 | (71) |
| Student Aid | | (72) |
| Summer Session Faculty & RAs | | (73) |
| | | (74) |
| | | (75) |
| | | (76) |
| | | (77) |
| | | (78) |
| TOTAL | \$49,434 | (79) |

D. FUNDING FROM PARENT INSTITUTION

1. Is the funding to the LIS school from the parent institution directly dependent upon:

a. FTE? YES ☒ NO ☐

b. Head count? YES ☐ NO ☐

c. # credit hours generated YES ☐ NO ☐

d. Other? (please indicate)

2. Did you receive an increase in funds from your parent institution in this reporting year?

YES ☒ NO ☐

3. If no, was your budget reduced or was it held at the same level as the previous year?

4. What is the budget outlook for your program for next year?

The same with 5% on salary.

E. LIS LIBRARY

1. Is there an LIS library that is in a separate location from the main university library or that is a discrete unit within the main university library?

YES ☐ NO ☒

If the answer to E.1 is yes, please answer the following:

2. Is the LIS library administratively a part of the main university library?

YES ☒

NO ☐

3. Does the LIS school provide all or most of the support for the LIS library?

YES ☐

NO ☒

4. Is the librarian of the LIS library funded by the LIS school?

YES ☐

NO ☒

F. LIS Computer Lab

1. Is there an LIS computer lab that is in a separate location from the main university computer support facility?

YES ☐

NO ☒

If the answer to F.1 is yes, please answer the following:

2. Is the LIS computer lab administratively a part of the main computer support service?

YES ☒

NO ☐

3. Does the LIS school provide all or most of the support for the LIS computer lab?

YES ☒

NO ☐

4. Is the lab supervisor of the LIS computer lab funded by the LIS school?

YES ☒

NO ☐

9-10

If questions arise in completing this part of the questionnaire, or if you have comments on its content, please contact ALISE at:

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2. Grey cells are locked because they contain formulas.
3. Some cells have small red triangles in their upper right hand corner. Place the cursor over the triangle to get a more detailed explanation of what should be entered in that particular cell.

All questionnaires are due no later than December 1, 2010.

Please complete the following contact information identifying the person completing this part of the Statistical Report. This will help if questions arise in interpreting the data.

| | |
|-----------------------|--|
| Name: | ILIA E. ORTIZ |
| Title: | ADMINISTRATIVE OFFICER |
| Phone Number: | 787-764-0000, EXT. 7449 |
| Fax Number: | 787-764-2311 |
| Email Address: | ieortiz@uprrp.edu |
| University: | UNIVERSITY OF PUERTO RICO, RIO PIEDRAS CAMPUS |

The questionnaire on Income & Expenditure includes three sections:

- A. Expenditures
- B. Sources of Funds
- C. Items Not Included in the LIS School Budget

For Sections A (Expenditures) and B (Sources of Funds), please include only figures for items that are part of the LIS school budget, over which the school has direct control. Include both summer session and academic year budgets. Salaries, services, and materials provided without budget charge by the parent institution should be listed in Section C. Please review all categories of information requested before answering.

Reporting Period: indicate the 12-month period that includes the 2009-2010 academic year.

MM/2009

through

MM/2010

A. EXPENDITURES

1. Salaries and Wages

Please record in column (01) the total amount spent for each category of personnel. Then indicate how much of the amount spent for each category is allocated (actual or estimated in dollars) to each of the six activities designated in the right-hand columns [(02) - (07)].

| PERSONNEL | TOTAL SPENT (01) | Amount Allocated (Actual or Estimated) to Each Activity | | | | | |
|----------------------|--------------------|---|----------------------|--------------|-------------------|---------------|------------|
| | | Instruction (02) | Admin-istration (03) | Library (04) | Computer Lab (05) | Research (06) | Other (07) |
| a. Faculty | \$614,424 | \$614,424 | | | | | |
| b. Specialist | \$174,365 | | \$85,694 | | \$88,671 | | |
| c. Clerical | \$69,830 | | \$69,830 | | | | |
| d. Students | \$6,000 | | \$6,000 | | | | |
| e. Fringe Benefits | \$283,051 | \$283,051 | | | | | |
| COLUMN TOTALS | \$1,147,670 | \$897,475 | \$161,524 | \$0 | \$88,671 | \$0 | \$0 |

2. Operating Expenses

| (A) Teaching and Administration | |
|---------------------------------|--------------|
| i. Supplies | \$6,930 (08) |
| ii. Communications | \$46 (09) |

| | | | |
|---|-----------------|------|--|
| iii. Equipment | | | |
| (a) Purchase | \$5,507 | (10) | |
| (b) Rental | | (11) | |
| (c) Maintenance Contracts | | (12) | |
| Total Equipment | \$5,507 | (13) | |
| iv. Travel | | | |
| (a) Administration | \$1,542 | (14) | |
| (b) Faculty | \$3,746 | (15) | |
| (c) Other | | (16) | |
| Total Travel | \$5,288 | (17) | |
| v. Duplicating/printing costs | | (18) | |
| vi. Dues, subscriptions, memberships | \$2,163 | (19) | |
| vii. Insurance | | (20) | |
| viii. Advertising | | (21) | |
| ix. Other (specify type and amount): | | | |
| (a) Lectures & Seminars | | (22) | |
| (b) Repairs & Maintenance | \$225 | (23) | |
| (c) | \$1,600 | (24) | |
| (d) | | (25) | |
| Total Other Expenses | \$1,825 | (26) | |
| TOTAL TEACHING AND ADMIN. EXPENSES | \$21,759 | (27) | |

| | | | |
|---|-----------------|------|--|
| (B) LIS School Library | | | |
| i. Collection | \$51,000 | (28) | |
| ii. Equipment | | | |
| (a) Purchase | | (29) | |
| (b) Rental | | (30) | |
| (c) Maintenance Contracts | | (31) | |
| Total Equipment | \$0 | (32) | |
| iii. Other | | | |
| (a) | | (33) | |
| (b) | | (34) | |
| Total Other | \$0 | (35) | |
| TOTAL Library and Information Studies EXPENSES | \$51,000 | (36) | |

(C) LIS Computer Lab(s)

| | | |
|------------------------------|---------|------|
| i. Manuals, Software | \$2,690 | (37) |
| ii. Equipment | | |
| (a) Purchase | | (38) |
| (b) Rental | | (39) |
| (c) Maintenance Contracts | | (40) |
| Total Equipment | \$0 | (41) |
| iii. Other | | |
| (a) | \$50 | (42) |
| (b) | | (43) |
| Total Other | \$50 | (44) |
| TOTAL COMPUTING LAB EXPENSES | \$2,740 | (45) |

| | | |
|---------------------------|--|------|
| (D) Funded Research Total | | (46) |
|---------------------------|--|------|

| | | |
|---------------------------------|----------|------|
| (E) Student Aid | | |
| i. Fellowships and Scholarships | \$93,150 | (47) |
| ii. Other | | |
| (a) Jornal Student Program | \$6,000 | (48) |
| (b) | | (49) |
| Total Other | \$6,000 | (50) |
| TOTAL STUDENT AID | \$99,150 | (51) |

| | | |
|---|--|------|
| (F) Continuing Education, Workshops, Institutes | | (52) |
|---|--|------|

| | | |
|----------------------|-----|------|
| (G) Other Expenses | | |
| (i) | | (53) |
| (ii) | | (54) |
| (iii) | | (55) |
| TOTAL OTHER EXPENSES | \$0 | (56) |

3. Summary of Expenditures

| | | |
|------------------------|-------------|------|
| (A) Salaries and Wages | \$897,475 | (57) |
| (B) Operating Expenses | \$174,649 | (58) |
| TOTAL EXPENDITURES | \$1,072,124 | (59) |

B. SOURCES OF FUNDS

| | | |
|--------------------------------------|--------------------|-------------|
| 1. Parent Institution | \$1,218,785 | (60) |
| 2. Federal Grants/Contracts | | (61) |
| 3. CE Activities | | (62) |
| 4. Endowment/Trust Funds | | (63) |
| 5. State/Provincial Grants/Contracts | | (64) |
| 6. Other (specify type and amount) | | |
| a. | \$93,400 | (65) |
| b. | \$4,335 | (66) |
| c. | \$1,172 | (67) |
| Total Other | \$98,907 | (68) |
| TOTAL SOURCES OF INCOME | \$1,317,692 | (69) |

Line (69) should be consistent with line (59). If totals differ widely, please explain below:

a. If expenditures are greater than income, how is overage covered?

b. If income is greater than expenditures, can funds be carried forward to next fiscal year?

YES ☐ NO ☒

Comments:

This year we had an unusual event, an academic and administrative recess due to student strike. The strike last almost three month.

C. ITEMS NOT INCLUDED IN THE LIS SCHOOL BUDGET

If the parent institution (and/or its library or computer service organization) furnishes services and materials or provides benefits without budget charges, these items should be listed here. DO NOT list general institutional services such as heating, ventilation, or other maintenance costs unless they are specifically credited to the school's budget. Please specify item and amount:

| Item Description | Amount | |
|------------------------------|------------|-------------|
| LIS School Library | | (70) |
| Classroom/Computer Lab | | (71) |
| Student Aid | | (72) |
| Summer Session Faculty & RAs | | (73) |
| | | (74) |
| | | (75) |
| | | (76) |
| | | (77) |
| | | (78) |
| TOTAL | \$0 | (79) |

D. FUNDING FROM PARENT INSTITUTION

1. Is the funding to the LIS school from the parent institution directly dependent upon:

- a. FTE? YES ☒ NO ☐
- b. Head count? YES ☐ NO ☐
- c. # credit hours generated YES ☐ NO ☐
- d. Other? (please indicate)

2. Did you receive an increase in funds from your parent institution in this reporting year?

YES ☐ NO ☒

3. If no, was your budget reduced or was it held at the same level as the previous year?

It was reduction on travel expenses.

4. What is the budget outlook for your program for next year?

The same.

E. LIS LIBRARY

1. Is there an LIS library that is in a separate location from the main university library or that is a discrete unit within the main university library?

YES ☐NO ☒

If the answer to E.1 is yes, please answer the following:

2. Is the LIS library administratively a part of the main university library?

YES ☐NO ☐

3. Does the LIS school provide all or most of the support for the LIS library?

YES ☐NO ☐

4. Is the librarian of the LIS library funded by the LIS school?

YES ☐NO ☐**F. LIS Computer Lab**

1. Is there an LIS computer lab that is in a separate location from the main university computer support facility?

YES ☐NO ☒

If the answer to F.1 is yes, please answer the following:

2. Is the LIS computer lab administratively a part of the main computer support service?

YES ☐NO ☒

3. Does the LIS school provide all or most of the support for the LIS computer lab?

YES ☐NO ☐

4. Is the lab supervisor of the LIS computer lab funded by the LIS school?

YES ☐

NO ☐

Section IV. Income and Expenditure

All questionnaire responses are due no later than December 1, 2011.
Please direct all questions to alisesstatistics@slis.ua.edu

Reporting Period: indicate the 12-month period that includes the 2010-2011 academic year.

0% 100%

Page 1

IV.1 Please record in column (01) the total amount spent for each category of personnel. Then indicate how much of the amount spent for each category is allocated (actual or estimated in dollars) six activities designated in the right-hand columns ((02) - (07)). Enter numerical values only.

Amount Allocated (Actual or Estimated) to Each Activity

| | Total Spent (01) | Instruction (02) | Administration (03) | Library (04) | Computer Lab (05) | Research (06) | Other (07) |
|-----------------|------------------|------------------|---------------------|--------------|-------------------|---------------|------------|
| Faculty | 495,022 | 495,022 | | | | | |
| Specialist | 173,965 | | 85,430 | | 88,535 | | |
| Clerical | 38,085 | | 38,085 | | | | |
| Students | 5,743 | | 5,743 | | | | |
| Fringe Benefits | 256,312 | 256,312 | | | | | |

? The total in column (01) should equal the sum of the values in columns (02) through (07)

$[01] = [02] + [03] + [04] + [05] + [06] + [07]$

[Resume later](#)

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Section IV. Income and Expenditure

All questionnaire responses are due no later than December
1, 2011.

Please direct all questions to alisestatistics@slis.ua.edu

Reporting Period: indicate the 12-month period that includes
the 2010-2011 academic year.

0% 100%

Page 2

**IV.2.A Please enter the specified teaching and
administration expenses in the following fields.**

| | Expense Amount |
|---|--------------------------------------|
| i. Supplies | <input type="text" value="3651.24"/> |
| II. Communications | <input type="text" value="2369.00"/> |
| iii. | |
| Equipment | |
| (a) Purchase | <input type="text"/> |
| (b) Rental | <input type="text"/> |
| (c) Maintenance Contracts | <input type="text"/> |
| iv. Travel | |
| (a) | <input type="text" value="6003.52"/> |
| Administration | |
| (b) Faculty | <input type="text" value="2441.60"/> |
| (c) Other | <input type="text" value="1800.00"/> |
| v. | |
| Duplicating/printing costs | <input type="text"/> |
| vi. Dues, subscriptions, memberships | <input type="text" value="2207.50"/> |
| vii. Insurance | <input type="text"/> |
| viii. Advertising | <input type="text"/> |
| ix. Other (specify type and amount): | <input type="text"/> |
| (a) Lectures & Seminars | <input type="text"/> |

| | Expense Amount |
|---------------------------|----------------|
| (b) Repairs & Maintenance | 1500 |
| (c) | 1500 |
| (d) | |
| (e) | |
| (f) | |

[+]

IV.2.A.1 Please specify "other" in the order that they were entered.

Maintenance service of xerox machine

[Resume later](#)[<< Previous](#)[Next >>](#)[Exit and clear survey](#)

Section IV. Income and Expenditure

All questionnaire responses are due no later than December 1, 2011.

Please direct all questions to alisesstatistics@slis.ua.edu

Reporting Period: indicate the 12-month period that includes the 2010-2011 academic year.

0% 100%

Page 3

IV.2.B Please enter the specified LIS School Library expenses in the following fields.

| | Expense Amount |
|---------------------------|----------------------|
| i. Collection | <input type="text"/> |
| ii. Equipment | <input type="text"/> |
| (a) Purchase | <input type="text"/> |
| (b) Rental | <input type="text"/> |
| (c) Maintenance Contracts | <input type="text"/> |
| iii. Other | <input type="text"/> |
| (a) | <input type="text"/> |
| (b) | <input type="text"/> |
| (c) | <input type="text"/> |

[+]

IV.2.B.1 Please specify "other" in the order that they were entered.

| |
|-------------|
| <div></div> |
|-------------|



IV.2.C Please enter the specified LIS Computer Lab expenses in the following fields.

| | Expense Amount |
|-----------------------------|--------------------------------------|
| i. Manuals, Software | <input type="text" value="2369.00"/> |
| ii. Equipment | <input type="text"/> |
| (b) Rental | <input type="text"/> |
| (c) Maintenance Contracts | <input type="text"/> |
| iii. Other | <input type="text"/> |
| (a) | <input type="text"/> |
| (b) | <input type="text"/> |
| (c) | <input type="text"/> |

[+]

IV.2.C.1 Please specify "other" in the order that they were entered.

| |
|-------------|
| <div></div> |
|-------------|



IV.2.D Please enter funded research expense in the following field.

| | Expense Amount |
|-----------------------|----------------------|
| Funded Research Total | <input type="text"/> |

IV.2.E Please enter the specified teaching and administration expenses in the following fields.

| | Expense Amount |
|--|------------------------------------|
| i. Fellowships and Scholarships | <input type="text" value="89600"/> |

| | Expense Amount |
|-----------|----------------|
| ii. Other | |
| (a) | 5743 |
| (b) | |
| (c) | |
| (d) | |
| (e) | |
| (f) | |

[+]

IV.2.E.1 Please specify "other" in the order that they were entered.

| |
|--|
| Students employed under the study work program |
|--|



IV.2.F Please enter Continuing Education, Workshops, and Institute expense in the following field.

| | Expense Amount |
|---|----------------|
| Continuing Education, Workshops, Institutes | |

IV.2.G Please enter any additional expenses in the following fields.

| | Expense Amount |
|----------|----------------|
| i. Other | |
| (a) | |
| (b) | |
| (c) | |

| | Expense Amount |
|-----|----------------------|
| (d) | <input type="text"/> |
| (e) | <input type="text"/> |
| (f) | <input type="text"/> |
| (g) | <input type="text"/> |
| (h) | <input type="text"/> |
| (i) | <input type="text"/> |
| (j) | <input type="text"/> |
| (k) | <input type="text"/> |

[+]

IV.2.G.1 Please specify "other" in the order that they were entered.

| |
|----------------------|
| <input type="text"/> |
|----------------------|

[Resume later](#)[<< Previous](#)[Next >>](#)[Exit and clear survey](#)

Section IV. Income and Expenditure

All questionnaire responses are due no later than December 1, 2011.

Please direct all questions to alisestatistics@slis.ua.edu

Reporting Period: indicate the 12-month period that includes the 2010-2011 academic year.

0% 100%

Page 4

IV.3 Please indicate sources of funds in the table below.

| | Expense Amount |
|--------------------------------------|----------------|
| 1. Parent Institution | 1152737 |
| 2. Federal Grants/Contracts | |
| 3. CE Activities | 1800 |
| 4. Endowments/Trust Funds | 10000 |
| 5. State/Provincial Grants/Contracts | |
| 6. Other (specify type and amount) | 89600 |
| (a) | |
| (b) | |
| (c) | |
| (d) | |
| (e) | |
| (f) | |
| (g) | |
| (h) | |
| (i) | |
| (j) | |
| (k) | |
| (l) | |

| | Expense Amount |
|-----|----------------------|
| (m) | <input type="text"/> |
| (n) | <input type="text"/> |
| (o) | <input type="text"/> |
| (p) | <input type="text"/> |
| (q) | <input type="text"/> |
| (r) | <input type="text"/> |
| (s) | <input type="text"/> |
| (t) | <input type="text"/> |

| | Expense Amount |
|-----|----------------------|
| (u) | <input type="text"/> |
| (v) | <input type="text"/> |
| (w) | <input type="text"/> |
| (x) | <input type="text"/> |
| (y) | <input type="text"/> |
| (z) | <input type="text"/> |

IV.3.B Please specify "other" in the order that they were entered.

| |
|--|
| Funding provided by the Office of Dean of Graduate Studies and Research |
|--|



IV.3.C If expenditures are greater than income, how is overage covered?

| |
|--|
| |
|--|

IV.3.D If income is greater than expenditures, can funds be carried forward to next fiscal year?

Choose one of the following answers

☐ Yes

☐ No

IV.3.E List any comments regarding the source of funds below.

| |
|--|
| |
|--|

IV.4 If the parent institution (and/or its library or computer service organization) furnishes services and materials or provides benefits without budget charges, these items should be listed here. DO NOT list general institutional services such as heating, ventilation, or other maintenance costs unless they are specifically credited to the school's budget. Please specify item and amount:

| | Item | Amount |
|----|------|--------|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |
| 14 | | |

| | Item | Amount |
|----|------|--------|
| 15 | | |
| 16 | | |
| 17 | | |
| 18 | | |
| 19 | | |
| 20 | | |
| 21 | | |

[+]

IV.5 Is the funding to the LIS school from the parent institution directly dependent upon:

Check any that apply

- ☒ FTE
☐ Head Count
☐ # Credit Hours Generated
☐ Other

IV.5.A If you marked other, please specify.

| |
|--|
| |
|--|

IV.6 Did you receive an increase in funds from your parent institution in this reporting year?

Choose one of the following answers

- ☐ Yes
☒ No

IV.6.A If no, was your budget reduced or was it held at the same level as the previous year?

No reduce

IV.7 What is the budget outlook for your program for next year?

The Same

IV.8 Is there an LIS library that is in a separate location from the main university library or that is a discrete unit within the main university library?
Choose one of the following answers

- ☐ Yes
☒ No

IV.8.A Is the LIS library administratively a part of the main university library?
Choose one of the following answers

- ☒ Yes
☐ No

IV.8.B Does the LIS school provide all or most of the support for the LIS library?
Choose one of the following answers

- ☐ Yes
☒ No

IV.8.C Is the librarian of the LIS library funded by the LIS school?
Choose one of the following answers

- ☐ Yes
☒ No

IV.9 Is there an LIS computer lab that is in a separate location from the main university computer support facility?
Choose one of the following answers

☐ Yes☒ No

IV.9.A Is the LIS computer lab administratively a part of the main computer support service?
Choose one of the following answers

☐ Yes☒ No

IV.9.B Does the LIS school provide all or most of the support for the LIS computer lab?
Choose one of the following answers

☒ Yes☐ No

IV.9.C Is the lab supervisor of the LIS computer lab funded by the LIS school?
Choose one of the following answers

☒ Yes☐ No[Resume later](#)[<< Previous](#)[Submit](#)[Exit and clear survey](#)

11-12

If questions arise in completing this part of the questionnaire, or if you have comments on its content, please contact the Office for Accreditation at:

American Library Association
Office for Accreditation
50 E. Huron Street
Chicago, IL 60611
Phone: 312-280-2432
Fax: 312-280-2433
Email: accred@ala.org

Please note the following:

1. Data should be entered in yellow cells only.
2. Grey cells are locked because they contain formulas.
3. Some cells have small red triangles in their upper right hand corner. Place the cursor over the triangle to get a more detailed explanation of what should be entered in that particular cell.

All questionnaires are due no later than December 3, 2012.

Please complete the following contact information identifying the person completing this part of the Statistical Report. This will help if questions arise in interpreting the data.

| | |
|-----------------------|--|
| Name: | Carlos Juan Garcia |
| Title: | Executive Official |
| Phone Number: | 787-763-6199 |
| Fax Number: | 787-764-2311 |
| Email Address: | carlosjuan.garcia@upr.edu |
| University: | University of Puerto Rico |

The questionnaire on Income & Expenditure includes three sections:

- A. Expenditures
- B. Sources of Funds
- C. Items Not Included in the LIS School Budget

For Sections A (Expenditures) and B (Sources of Funds), please include only figures for items that are part of the LIS school budget, over which the school has direct control. Include both summer session and academic year budgets. Salaries, services, and materials provided without budget charge by the parent institution should be listed in Section C. Please review all categories of information requested before answering.

Reporting Period: indicate the 12-month period that includes the 2010-2011 academic year.

Jul-11 through Jun-12

A. EXPENDITURES

1. Salaries and Wages

Please record in column (01) the total amount spent for each category of personnel. Then indicate how much of the amount spent for each category is allocated (actual or estimated in dollars) to each of the six activities designated in the right-hand columns [(02) - (07)].

| PERSONNEL | TOTAL SPENT (01) | Amount Allocated (Actual or Estimated) to Each Activity | | | | | |
|----------------------|------------------|---|----------------------|--------------|-------------------|---------------|------------|
| | | Instruction (02) | Admin-istration (03) | Library (04) | Computer Lab (05) | Research (06) | Other (07) |
| a. Faculty | \$487,307 | \$1 | \$0 | | | \$0 | |
| b. Specialist | \$112,500 | | \$1 | | \$0 | | |
| c. Clerical | \$79,260 | | \$0 | | \$1 | | |
| d. Students | \$112,775 | | \$0 | | | \$1 | |
| e. Fringe Benefits | \$61,137 | | | | | | |
| COLUMN TOTALS | \$852,979 | \$1 | \$1 | \$0 | \$1 | \$1 | \$0 |

2. Operating Expenses

| | | |
|---|-----------------|-------------|
| (A) Teaching and Administration | | |
| i. Supplies | \$5,977 | (08) |
| ii. Communications | \$5,439 | (09) |
| iii. Equipment | | |
| (a) Purchase | \$32,957 | (10) |
| (b) Rental | | (11) |
| (c) Maintenance Contracts | \$415 | (12) |
| Total Equipment | \$33,372 | (13) |
| iv. Travel | | |
| (a) Administration | \$0 | (14) |
| (b) Faculty | \$9,352 | (15) |
| (c) Other | | (16) |
| Total Travel | \$9,352 | (17) |
| v. Duplicating/printing costs | | (18) |
| vi. Dues, subscriptions, memberships | \$2,238 | (19) |
| vii. Insurance | | (20) |
| viii. Advertising | | (21) |
| ix. Other (specify type and amount): | | |
| (a) Lectures & Seminars | | (22) |
| (b) Repairs & Maintenance | | (23) |
| (c) | | (24) |
| (d) | | (25) |
| Total Other Expenses | \$0 | (26) |
| TOTAL TEACHING AND ADMIN. EXPENSES | \$56,377 | (27) |

| | | |
|---------------------------------------|------------------|-------------|
| (B) LIS School Library | | |
| i. Collection | \$138,427 | (28) |
| ii. Equipment | | |
| (a) Purchase | | (29) |
| (b) Rental | | (30) |
| (c) Maintenance Contracts | | (31) |
| Total Equipment | \$0 | (32) |
| iii. Other | | |
| (a) | \$13,794 | (33) |
| (b) | \$15,169 | (34) |
| Total Other | \$28,963 | (35) |
| TOTAL LIBRARY SCIENCE EXPENSES | \$167,390 | (36) |

| | | |
|-------------------------------------|------------|-------------|
| (C) LIS Computer Lab(s) | | |
| i. Manuals, Software | | (37) |
| ii. Equipment | | |
| (a) Purchase | | (38) |
| (b) Rental | | (39) |
| (c) Maintenance Contracts | | (40) |
| Total Equipment | \$0 | (41) |
| iii. Other | | |
| (a) | | (42) |
| (b) | | (43) |
| Total Other | \$0 | (44) |
| TOTAL COMPUTING LAB EXPENSES | \$0 | (45) |

| | | |
|----------------------------------|--|------|
| (D) Funded Research Total | | (46) |
|----------------------------------|--|------|

| | | |
|---------------------------------|------------------|-------------|
| (E) Student Aid | | |
| i. Fellowships and Scholarships | \$105,600 | (47) |
| ii. Other | | |
| (a) student work/study | \$5,544 | (48) |
| (b) work/student program | \$1,631 | (49) |
| Total Other | \$7,175 | (50) |
| TOTAL STUDENT AID | \$112,775 | (51) |

| | | |
|--|--|------|
| (F) Continuing Education, Workshops, Institutes | | (52) |
|--|--|------|

| | | |
|-----------------------------|------------|-------------|
| (G) Other Expenses | | |
| (i) | | (53) |
| (ii) | | (54) |
| (iii) | | (55) |
| TOTAL OTHER EXPENSES | \$0 | (56) |

3. Summary of Expenditures

| | | |
|-------------------------------|--------------------|-------------|
| (A) Salaries and Wages | \$852,979 | (57) |
| (B) Operating Expenses | \$336,543 | (58) |
| TOTAL EXPENDITURES | \$1,189,522 | (59) |

B. SOURCES OF FUNDS

| | | |
|--------------------------------------|-----------------|-------------|
| 1. Parent Institution | | (60) |
| 2. Federal Grants/Contracts | | (61) |
| 3. CE Activities | | (62) |
| 4. Endowment/Trust Funds | \$10,000 | (63) — (nd) |
| 5. State/Provincial Grants/Contracts | | (64) |
| 6. Other (specify type and amount) | | |
| a. | | (65) |
| b. | | (66) |
| c. | | (67) |
| Total Other | \$0 | (68) |
| TOTAL SOURCES OF INCOME | \$10,000 | (69) |

Line (69) should be consistent with line (59). If totals differ widely, please explain below:

a. If expenditures are greater than income, how is overage covered?

No. The endowment \$10,000 come from Wilson Foundation.

b. If income is greater than expenditures, can funds be carried forward to next fiscal year?

YES

NO ☒

Comments:

If questions arise in completing this part of the questionnaire, or if you have comments on its content, please contact the Office for Accreditation at:

American Library Association
Office for Accreditation
50 E. Huron Street
Chicago, IL 60611
Phone: 312-280-2432
Fax: 312-280-2433
Email: accred@ala.org

Please note the following:

1. Data should be entered in yellow cells only.
2. Grey cells are locked because they contain formulas.
3. Some cells have small red triangles in their upper right hand corner. Place the cursor over the triangle to get a more detailed explanation of what should be entered in that particular cell.

All questionnaires are due no later than December 2, 2013.

Please complete the following contact information identifying the person completing this part of the Statistical Report. This will help if questions arise in interpreting the data.

| | |
|-----------------------|--|
| Name: | Carlos Suárez Balseiro |
| Title: | Acting Director |
| Phone Number: | 787-764-0000 X3526 |
| Fax Number: | 787-764-2311 |
| Email Address: | carlos.suarez5@upr.edu |
| University: | University of Puerto Rico |

The questionnaire on Income & Expenditure includes three sections:

- A. Expenditures
- B. Sources of Funds
- C. Items Not Included in the LIS School Budget

For Sections A (Expenditures) and B (Sources of Funds), please include only figures for items that are part of the LIS school budget, over which the school has direct control. Include both summer session and academic year budgets. Salaries, services, and materials provided without budget charge by the parent institution should be listed in Section C. Please review all categories of information requested before answering.

Reporting Period: indicate the 12-month period that includes the 2012-2013 academic year.

Jul-12 through Jun-13

A. EXPENDITURES

1. Salaries and Wages

Please record in column (01) the total amount spent for each category of personnel. Then indicate how much of the amount spent for each category is allocated (actual or estimated in dollars) to each of the six activities designated in the right-hand columns [(02) - (07)].

| PERSONNEL | TOTAL SPENT (01) | Amount Allocated (Actual or Estimated) to Each Activity | | | | | |
|----------------------|------------------|---|--------------------------|--------------|----------------------|------------------|-----------------|
| | | Instruction (02) | Admin- istration (03) | Library (04) | Computer Lab (05) | Research (06) | Other (07) |
| a. Faculty | \$500,802 | \$298,709 | \$83,778 | | | \$29,500 | \$88,815 |
| b. Specialist | \$80,160 | | \$23,246 | | \$56,914 | | |
| c. Clerical | \$111,600 | | \$111,600 | | | | |
| d. Students | \$85,933 | | \$6,554 | | | \$79,379 | |
| e. Fringe Benefits | \$46,073 | | | | | | |
| COLUMN TOTALS | \$824,568 | \$298,709 | \$225,178 | \$0 | \$56,914 | \$108,879 | \$88,815 |

2. Operating Expenses

(A) Teaching and Administration

| | | |
|---------------------------|----------------|-------------|
| i. Supplies | \$5,735 | (08) |
| ii. Communications | \$4,001 | (09) |
| iii. Equipment | | |
| (a) Purchase | \$2,721 | (10) |
| (b) Rental | \$2,983 | (11) |
| (c) Maintenance Contracts | \$358 | (12) |
| Total Equipment | \$6,062 | (13) |
| iv. Travel | | |

| | | |
|---|-----------------|------|
| (a) Administration | | (14) |
| (b) Faculty | \$364 | (15) |
| (c) Other | \$5,262 | (16) |
| Total Travel | \$5,626 | (17) |
| v. Duplicating/printing costs | \$90 | (18) |
| vi. Dues, subscriptions, memberships | \$1,662 | (19) |
| vii. Insurance | | (20) |
| viii. Advertising | | (21) |
| ix. Other (specify type and amount): | | |
| (a) Lectures & Seminars | | (22) |
| (b) Repairs & Maintenance | | (23) |
| (c) | \$899 | (24) |
| (d) | \$3,712 | (25) |
| Total Other Expenses | \$4,611 | (26) |
| TOTAL TEACHING AND ADMIN. EXPENSES | \$27,787 | (27) |

| | | |
|---------------------------------------|------------------|------|
| (B) LIS School Library | | |
| i. Collection | \$138,288 | (28) |
| ii. Equipment | | |
| (a) Purchase | | (29) |
| (b) Rental | | (30) |
| (c) Maintenance Contracts | | (31) |
| Total Equipment | \$0 | (32) |
| iii. Other | | |
| (a) | \$4,284 | (33) |
| (b) | \$2,112 | (34) |
| Total Other | \$6,396 | (35) |
| TOTAL LIBRARY SCIENCE EXPENSES | \$144,684 | (36) |

| | | |
|-------------------------------------|-----------------|------|
| (C) LIS Computer Lab(s) | | |
| i. Manuals, Software | \$1,389 | (37) |
| ii. Equipment | | |
| (a) Purchase | \$15,018 | (38) |
| (b) Rental | | (39) |
| (c) Maintenance Contracts | | (40) |
| Total Equipment | \$15,018 | (41) |
| iii. Other | | |
| (a) | | (42) |
| (b) | | (43) |
| Total Other | \$0 | (44) |
| TOTAL COMPUTING LAB EXPENSES | \$16,407 | (45) |

| | | |
|----------------------------------|--|------|
| (D) Funded Research Total | | (46) |
|----------------------------------|--|------|

| | | |
|---------------------------------|-----------------|------|
| (E) Student Aid | | |
| i. Fellowships and Scholarships | \$79,379 | (47) |
| ii. Other | | |
| (a) | \$5,901 | (48) |
| (b) | \$652 | (49) |
| Total Other | \$6,553 | (50) |
| TOTAL STUDENT AID | \$85,932 | (51) |

| | | |
|--|--|------|
| (F) Continuing Education, Workshops, Institutes | | (52) |
|--|--|------|

| | | |
|-----------------------------|------------|------|
| (G) Other Expenses | | |
| (i) | | (53) |
| (ii) | | (54) |
| (iii) | | (55) |
| TOTAL OTHER EXPENSES | \$0 | (56) |

3. Summary of Expenditures

| | | |
|---------------------------|--------------------|------|
| (A) Salaries and Wages | \$824,568 | (57) |
| (B) Operating Expenses | \$274,810 | (58) |
| TOTAL EXPENDITURES | \$1,099,378 | (59) |

B. SOURCES OF FUNDS

| | | |
|--------------------------------------|--------------------|------|
| 1. Parent Institution | \$1,162,080 | (60) |
| 2. Federal Grants/Contracts | | (61) |
| 3. CE Activities | | (62) |
| 4. Endowment/Trust Funds | | (63) |
| 5. State/Provincial Grants/Contracts | | (64) |
| 6. Other (specify type and amount) | | |
| a. | \$80,000 | (65) |
| b. | | (66) |
| c. | | (67) |
| Total Other | \$80,000 | (68) |
| TOTAL SOURCES OF INCOME | \$1,242,080 | (69) |

Line (69) should be consistent with line (59). If totals differ widely, please explain below:

a. If expenditures are greater than income, how is overage covered?

b. If income is greater than expenditures, can funds be carried forward to next fiscal year?

YES

NO

No

Comments:

After verifying the data in all three worksheets, submit the complete questionnaire as one file to accred@ala.org. The questionnaire is due December 1, 2014.

If questions arise in completing this part of the questionnaire, please contact the Office for Accreditation at 312-280-2432 or accred@ala.org.

Please note the following:

1. Data should be entered in **yellow cells only**.
2. **Gray cells** are locked because they contain formulas.
3. Some cells have small red triangles in their upper right hand corner. Place the cursor over the triangle to get a more detailed explanation of the data entered in that particular cell.

Please complete the following contact information identifying the person completing this part of the Statistical Report. This will help in interpreting the data.

| | | |
|-----------------------|--|------------|
| Name: | | San |
| Title: | | As |
| Phone Number: | | |
| Email Address: | | san |
| University: | | Puerto Ric |

The questionnaire on Income & Expenditure includes three sections:

- A. Expenditures
- B. Sources of Funds
- C. Items Not Included in the LIS School Budget

For Sections A (Expenditures) and B (Sources of Funds), include only figures for items that are part of the LIS school budget, over which the school has control. Include both summer session and academic year budgets. Salaries, services, and materials provided without budget charge by the parent organization should be listed in Section C. Please review all categories of information requested before answering.

Reporting Period: indicate the 12-month period that includes the 2013-2014 academic year.

Jul-13

through

Jun-14

A. EXPENDITURES

1. Salaries and Wages

Record in column (01) the total amount spent for each category of personnel. Then indicate how much of the amount spent for each category or estimated in dollars) to each of the six activities designated in the right-hand columns [(02) - (07)].

| PERSONNEL | TOTAL SPENT (01) | Amount Allocated (Actual or Estimated) to Each Activity | | | | |
|----------------------|------------------|---|--------------------------|--------------|----------------------|-----------------|
| | | Instruction (02) | Admin- istration (03) | Library (04) | Computer Lab (05) | Research (06) |
| a. Faculty | \$538,407 | \$348,308 | \$78,506 | | | \$33,679 |
| b. Specialist | \$85,980 | | \$25,680 | | \$60,300 | |
| c. Clerical | \$113,820 | | \$113,820 | | | |
| d. Students | \$7,295 | | \$7,295 | | | |
| e. Fringe Benefits | \$70,823 | | | | | |
| COLUMN TOTALS | \$816,325 | \$348,308 | \$225,301 | \$0 | \$60,300 | \$33,679 |

| |
|--------------------------|
| due no later than |
| |
| |
| f what should be |
| if questions arise |
| ndra Y. Carmona Rivera |
| ssistance Administrative |
| 787-763-6199 |
| ndra.carmona1@upr.edu |
| co, Rio Piedras Campus |

school has direct
parent institution

| |
|--|
| |
| |

r is allocated (actual

| ity |
|------------|
| Other (07) |
| \$77,914 |
| |
| |
| |
| \$77,914 |

2. Operating Expenses

| | | |
|---|-----------------|------|
| (A) Teaching and Administration | | |
| i. Supplies | \$4,211 | (08) |
| ii. Communications | | (09) |
| iii. Equipment | | |
| (a) Purchase | \$14,751 | (10) |
| (b) Rental | \$2,983 | (11) |
| (c) Maintenance Contracts | \$358 | (12) |
| Total Equipment | \$18,092 | (13) |
| iv. Travel | | |
| (a) Administration | | (14) |
| (b) Faculty | \$19,720 | (15) |
| (c) Other | \$4,560 | (16) |
| Total Travel | \$24,280 | (17) |
| v. Duplicating/printing costs | | (18) |
| vi. Dues, subscriptions, memberships | \$1,573 | (19) |
| vii. Insurance | | (20) |
| viii. Advertising | | (21) |
| ix. Other (specify type and amount): | | |
| (a) Activities | | (22) |
| (b) Software | \$345 | (23) |
| (c) | | (24) |
| (d) | | (25) |
| Total Other Expenses | \$345 | (26) |
| TOTAL TEACHING AND ADMIN. EXPENSES | \$48,501 | (27) |

| | | |
|---------------------------------------|------------------|------|
| (B) LIS School Library | | |
| i. Collection | \$153,147 | (28) |
| ii. Equipment | | |
| (a) Purchase | | (29) |
| (b) Rental | | (30) |
| (c) Maintenance Contracts | | (31) |
| Total Equipment | \$0 | (32) |
| iii. Other | | |
| (a) | | (33) |
| (b) | | (34) |
| Total Other | \$0 | (35) |
| TOTAL LIBRARY SCIENCE EXPENSES | \$153,147 | (36) |

| | | |
|-------------------------------------|----------------|------|
| (C) LIS Computer Lab(s) | | |
| i. Manuals, Software | \$1,679 | (37) |
| ii. Equipment | | |
| (a) Purchase | \$4,402 | (38) |
| (b) Rental | | (39) |
| (c) Maintenance Contracts | | (40) |
| Total Equipment | \$4,402 | (41) |
| iii. Other | | |
| (a) | | (42) |
| (b) | | (43) |
| Total Other | \$0 | (44) |
| TOTAL COMPUTING LAB EXPENSES | \$6,081 | (45) |

| | | |
|----------------------------------|--|------|
| (D) Funded Research Total | | (46) |
|----------------------------------|--|------|

| | | |
|---------------------------------|------------------|------|
| (E) Student Aid | | |
| i. Fellowships and Scholarships | \$103,762 | (47) |
| ii. Other | | |
| (a) | | (48) |
| (b) | | (49) |
| Total Other | \$0 | (50) |
| TOTAL STUDENT AID | \$103,762 | (51) |

| | | |
|--|---------|------|
| (F) Continuing Education, Workshops, Institutes | \$2,545 | (52) |
|--|---------|------|

| | | |
|-----------------------------|------------|------|
| (G) Other Expenses | | |
| (i) | | (53) |
| (ii) | | (54) |
| (iii) | | (55) |
| TOTAL OTHER EXPENSES | \$0 | (56) |

3. Summary of Expenditures

| | | |
|---------------------------|--------------------|------|
| (A) Salaries and Wages | \$816,325 | (57) |
| (B) Operating Expenses | \$314,036 | (58) |
| TOTAL EXPENDITURES | \$1,130,361 | (59) |

B. SOURCES OF FUNDS

| | | |
|--------------------------------------|--------------------|------|
| 1. Parent Institution | \$1,217,000 | (60) |
| 2. Federal Grants/Contracts | | (61) |
| 3. CE Activities | | (62) |
| 4. Endowment/Trust Funds | | (63) |
| 5. State/Provincial Grants/Contracts | | (64) |
| 6. Other (specify type and amount) | | |
| a. FIPI / DEGI | \$24,945 | (65) |
| b. DAA | \$2,445 | (66) |
| c. PEAFF | \$103,762 | (67) |
| Total Other | \$131,152 | (68) |
| TOTAL SOURCES OF INCOME | \$1,348,152 | (69) |

Line (69) should be consistent with line (59). If totals differ widely, please explain below:

a. If expenditures are greater than income, how is overage covered?

b. If income is greater than expenditures, can funds be carried forward to next fiscal year?

YES

NO

☒

Comments:

