

DATE: October 8, 2010  
FROM: Danny P. Wallace, ALISE Statistical Data Manager  
TO: Schools Participating in the ALISE Statistics Program  
RE: Data Collection for 2010

All schools of library and information science are invited to participate in the current round of data collection for the ALISE Statistics Program. Your participation in the Statistics Program is needed to make the 2010 Statistical Report as complete, comprehensive, and accurate as possible.

Data will once again be reported using a set of spreadsheets, which can be found at the ALISE website: [www.alise.org](http://www.alise.org). Schools are requested to complete the checklist and each of the six spreadsheets, which include:

1. Confidential faculty salary grid
2. Faculty
3. Students
4. Curriculum
5. Income and Expenditure
6. Continuing Education

Please note that data for the Statistical Report are imported and compiled directly from the spreadsheets. Datafiles in other formats, such as Word or PDF, are not usable.

Please note the following instructions, which are also included in the spreadsheets:

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.
4. Please avoid changing the spreadsheet structure. Additional lines may be added as necessary, but please be judicious in adding lines and do so only when instructions allow for addition of lines.
5. Anything you can do to make the process of collecting, importing, and tabulating data will make things easier for the ALISE Statistics Program team and speed production of the 2010 ALISE Statistical Report.

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The 2010 ALISE Statistical Report is in process and will be published and distributed prior to the 2011 ALISE Annual Conference. During the next several months you will be called upon to provide input and comment on the data gathered for the Statistics Program, the processes whereby data are gathered and distributed, and the future of the Statistics Program. Look for an Open Forum and an ALISE Statistics discussion table at the 2011 Annual Conference.

Please contact me if you have any questions, comments, or concerns:

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