

**MEASURES OF NEED:
COMPUTER WORKSTATIONS FOR USER ACCESS TO THE INTERNET
2010-2011**

LSTA grant program applications that propose the purchase of computer workstations for user access to the Internet may be evaluated based in part on the total number of workstations available to users in an academic library or a public library system. Please note that the evaluation will not be based on the number of workstations in a single facility. Allocation of workstations among library facilities is a local management decision.

Academic Libraries

Establishing the number of workstations that should be available for in-library use in academic institutions is a complex issue, driven by a number of factors (e.g., number of workstations available in computer labs and through other means on campus; information resources provided by the institution and its libraries; the mission and academic programs of each institution; and other plans to provide student, faculty, and staff access to electronic information resources).

These measures have been set by the State Library to assist in establishing minimal levels of user access to help in determining priorities for funding for the purposes of certain grant programs. Planning at individual institutions should be based on campus-wide technology planning and factors appropriate for that campus.

Type of Library	Minimum Number of In-Library Workstations
Community college libraries, UNC system libraries, and Independent academic libraries	A minimum of 5 workstations, or 1 workstation per 100 FTE Students ¹ whichever is higher

¹For libraries serving community colleges, the number of FTEs reflects:

- *Average Annual Full-time Equivalent (FTE): This is the data collected by the North Carolina Community College System and represents the FTE for students enrolled in curriculum and regular budget extension programs. This is the figure that the staff at the Community College System recommended be used as the most accurate indicator because so many of their FTE are not enrolled in courses that lead to a bachelor's degree.*

For libraries serving institutions that are part of the UNC system and for independent colleges and universities, the FTE numbers are those collected for IPEDS and NCHEDS with the following definition:

- *For institutions of higher education, enrollment of full-time students, plus the fulltime equivalent of part-time students as reported by institutions. In the absence of an equivalent reported by an institution, the FTE enrollment is estimated by adding one-third of part-time enrollment to full-time enrollment. This data element includes only resident-credit enrollment in courses basic to or creditable to a bachelor's or higher degree.*

Public Libraries

The North Carolina Public Library Directors Association's (NCPLDA) Guidelines for North Carolina Public Libraries 1998 (see <http://statelibrary.ncdcr.gov/ncplda/guidelines.htm>) identifies technology standards that include provision of public access to the Internet at each library location and at least one user workstation per 2,500 legal service population.

The State Library supports those measures as appropriate goals. However, for the purposes of LSTA grant programs in 2008-2009, the following measure will be used to help in determining priorities for funding and to assist libraries in moving toward the NCPLDA standard:

Type of Library	Minimum Number of In-Library Workstations
Public Libraries	1 workstation per 5,000 legal service population ¹

¹For public libraries the population of legal service area, as defined in Output Measures for Public Libraries, A Manual of Standardized Procedures (American Library Association, 1987), is the number of people in the geographical area for which a public library has been established to offer services and from which (or on behalf of which) the library derives income, plus any area served under contract for which this library is the primary service provider.