DALNET Steering Committee
1999 Annual Report

The Steering Committee enjoyed an active year providing advice and oversight on the Horizon implementation and other related projects. Each committee member regularly contributed to discussions in a positive and professional manner. The committee members gave their cooperation, creative and professional expertise and their time.

It is not possible to capture all the work of this committee that occurred during the three hour long twice monthly meetings. This annual report can only offer the highlights of a busy and productive year.

Horizon Conversion and Implementation
- Kept abreast of progress on the migration of twenty NOTIS databases into thirteen Horizon databases.
- Retired six Horizon task forces: Horizon Indexes, WebPAC design, Statistics Coding, Horizon StafPAC views, Horizon Systems Administration, and Technology Issues following the completion of their assignments.
- Added one task force: Course Reserves
- Added one standing committee: DALNET Web Site Committee
- Reviewed reports on the conversion of five Horizon databases to newer software releases.
- Developed plans for the functionality testing of Horizon per DALNET contractual specifications
- Reviewed and made recommendations on the NOTIS phase-out plans

Communications
- Monitored components of the DALNET Enhancements, with a special focus on the Shared Patron file and the Union Catalog
- Evaluated minutes and verbal reports from Horizon task forces and provided feedback
- Reviewed reports on extra modules to Horizon (e.g. RSS)
- Forwarded relevant information to the DALNET Board for discussion and approval
- Worked on communications and letters to Lana Porter
- Offered suggestions about the DALNET Web Site pages
- Participated in the evaluations of the DALNET Project Lead and the Ameritech Project Lead.

Support from DALNET
- Discussed support from DALNET and the need to insure a timely response.
- Reviewed options for effective communication between DALNET staff and member libraries

- Expressed concern about the time line for the implementation of the DALNET Help Desk and of the hiring of the DALNET Web Master
- Acknowledged the hard work of the DALNET staff throughout this process and expressed their thanks.
- Recommended a celebratory party thanking the DALNET staff for their efforts

Training
- Gave feedback on the training provided by the DALNET staff
- Identified additional training needed from DALNET staff
- Recommended specific training needed from Ameritech Library Services
- Agreed that current members will download future documentation from ALS web site

Equipment
- Reviewed the need for additional database servers
- Discussed the allocation of database server resources
- Discussed naming conventions for the DALNET servers
- Monitored progress on the installation of the DALNET Frame relay

Support from Ameritech Library Service (ALS)
- Articulated concerns about the slow responses on problems from ALS
- Discussed the non-delivery of enhancements and the contractual ramifications
- Articulated concerns about the slow responses for keyword searching
- Expressed major concerns about the lack of Broadcast searching. This remains the number one priority
- Expressed the appreciation for specific ALS staff for their hard work throughout the conversion process.

Future of the Steering Committee
- Determined that the Steering Committee should continue to meet with a focus on the outstanding enhancements, new Horizon software and related issues.
- Decided that the committee will switch to meeting once a month.
- Recommended the formation of the Information Hub Committee

NOTE: Since the corporate change from Ameritech Library Service to epixtech did not occur until December 15, 1999, this report uses the former corporate name.

Prepared by Scott P. Muir
Chair, DALNET Steering Committee
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