

# MEMORANDUM

To: Scott Muir  
DALNET Horizon Project Leader

From: Mary Ann Sheble  
Director, Library Systems  
Oakland Community College

Re: DALNET Community College Course Reserves

There are three community colleges in the DALNET system, each with multiple locations and relatively large course reserve collections in each location. Many of the items are kept permanently on reserve. Wayne County Community College, for example, has a large collection of telecourse videos that is split between five geographically distant campus libraries. We understand that the current NOTIS to Horizon data conversion program migrates NOTIS course reserve records to the Horizon Reserve Bookroom under a single default location, as designated by the library.

There has been some discussion between the staff members of the community colleges about planning to deal with the current migration protocol for reserve materials. All three of the colleges are very tightly staffed and concern has been expressed about their ability to complete the work required to update Horizon reserves to correct locations. It would be highly desirable if NOTIS course reserve records could be converted to reflect multiple locations in Horizon. One staff member suggested that it may be possible to place location information in the NOTIS Course Reserve record in the "other" field that could be transferred to Horizon. There may be other, better ideas that would involve a manageable amount of work for the community colleges and Ameritech.

We recognize that DALNET is on a very tight schedule to migrate a large number of libraries from NOTIS to Horizon and we do not want to delay this process. However, we would like to discuss the possibility of modifying the NOTIS-to-Horizon data conversion program to migrate NOTIS course reserve records to multiple locations.