Information Hub Development Committee
UD Mercy
January 17 2001
Minutes

PRESENT: Scott Muir, Chair, D. Callaway, W. Cromwell_Kessler, G. Libbey, S. Martin, L. Papa, K. Tubolino, A. Walaskay

Review Agenda and Minutes

The Joint Meeting document with bulleted excerpts was approved for distribution. The Steering Committee will also need to approve this document before it goes out.

Minutes of Dec 6 meeting were approved

Approval of the minutes from the Dec. 20 meeting was delayed until the next meeting

ALA Update

Scott reported that in conversations with people at ALA midwinter. Other sites are addressing some of the same issues as DALNET – how to precisely articulate what an information hub is and how to develop it

M. Piper

Scott announced that Michael Piper has accepted the position of DALNET Director and will start Mar.1. Scott has also agreed to stay on and has been in contact with Michael. There was some discussion about the role he may want to play in the IHDC and how he envisions DALNET's future. One large area to be addressed would be grant funding, how to identify potential opportunities, meet deadlines and coordinate this among various institutions will need his guidance. For instance the TOPS grants for technology through the Dept of Commerce have to be considered in the fall. The Library of Congress may have some grant funding available shortly also.

Computers in Libraries

The January issue of Computers in Libraries has a number of articles on digital projects and partnerships and uses for grant funding. It was recommended that committee members take a look at it.

Digital Lab Agreement

The Board had agreed to fund digital lab equipment at three sites (WSU, DPL and UDM) and to have each of these institution s sign an agreement from the Chair of the DALNET Board. There were some concerns about the wording of this agreement primarily on the following points:
-   The statement about DALNET standards
-   Equipment ownership issues
-   Prioritization of projects
-   Training responsibilities

G. Libbey agreed to revise the agreement to reflect the following points:
-   This agreement is to focus on equipment issues not project issues;
-   specific equipment should be determined by L. Papa, J. Trezciak and K Sanders representing each institution. (They should consider both the needs at each site as well as any specialization that any one site may want to be responsible for);
-   in order to take advantage of pricing and training support it may be best to have one purchase to be disbursed among the three institutions;
-   this institution would then distribute the equipment to the other two and be reimbursed by DALNET
-   equipment maintenance is the responsibility of the host institution

- if the institution were to leave DALNET they would be responsible for reimbursing DALNET for the current appraised value of said equipment
- the host site would be responsible for 'training' one project leader for each approved DALNET project on the equipment only. Further training of staff for that project would then be the responsibility of the project leader
- DALNET would be open to funding additional training that may be required for efficient use of this equipment if it was not provided as part of the purchase

Project Plan Document

Due to time the discussion of this was tabled until the next meeting. This is a working document which will be presented to M Piper and will include the process for approving DALNET projects. In addition the issue of grant applications will be considered here. This will include questions such as when does DALNET get involved in grants applications and when is it the responsibility of the institution.

Task Force Report

Health – The contract has been signed with S3 and they have started working on the calendar. Health Task Force is scheduled to meet on Friday at the VA.

Cultural –

Economic – Some possible ideas were explored
- a small GIS project
- provide business information to librarians through an economic resources portal
- explore needs of social, nonprofit agencies

Metadata: Task Force Members have almost completed specifying a Dalnet Element Set and mapping it to specific core data standards. The data element set will form the basis for a prototype web-based data entry form; the form is XML based and will allow users to store data to a MARC (for loading into Horizon) or in XML file. It will be demo'd at a future meeting whenever its development is far enough along.

Announcements
The DALNET website is under construction and will be demo ed at the next Board meeting.

Info-mine (a type of portal) will be demonstrated on Apr 30 in Lansing and will then be in Detroit at Ward Conf Center on May 1. It is a way to gain quick, easy, no cost access to web resources. USM is planning to build this for health professionals and may want to team up with some hospitals. All are invited to attend

Meetings:
Feb 7 @ OCC – minutes =A Walaskay
Feb 21 @ DPL – minutes = D Callaway
Mar 7 @WSU (Michael may want to attend)
Mar 21 @ Shiffman