DALNET Steering Committee
June 1, 1998; Detroit Public Library

Present: D. Adams, L. Bugg, J. Flaherty, J. Houser, P. Jose, H. Masek, M. Sheble
Excused: K. Bascanyi

1. Meeting Minutes
L. Bugg asked for approval of the minutes from the previous meeting. J. Houser will provide printed copies of the minutes to the Steering Committee. C. Zwolinski will distribute to the DALNET Board.

2. Horizon Demos at ALA
L. Bugg will ask J. Sheppard for a list of Horizon demos that are scheduled for the ALA summer meetings.

3. Naming Conventions Task Force Recommendations
The final version of the recommendations of the DALNET Naming Conventions Task Force was approved by the Steering Committee.

4. DALNET Task Forces
Membership of the current DALNET Horizon task forces was reviewed. H. Masek and J. Sheppard will serve as liaisons for the task forces. The role of the liaisons will be to act as a communication link between the task forces and Ameritech, ensuring that the task forces have the information required to complete their work. Liaison assignments are as follows:

Horizon Indexes	H. Masek
WebPAC Design	J. Sheppard
Cataloging/Authority Design	J. Sheppard
Statistics Coding	J. Sheppard
Shared Patron Database	J. Sheppard
Horizon StaffPAC Views	J. Sheppard
Horizon System Administration	H. Masek

5. Task Force Access to Provo Training Database
Members of the Indexes and Horizon StaffPac task forces requested on-site access at their libraries to the Horizon training database in Provo. A decision was made to keep the most recent version of the Horizon client installed and available to task force members at the following libraries: Detroit Public Library, one DMC site (to be determined), Oakland County Law Library, University of Detroit Mercy, Wayne State University. Hours of availability will vary by library. H. Masek will contact R. Jones to obtain additional copies of the Horizon client and installation instructions. H. Masek will also request that the Provo server be made available during extended hours for the time period that the task forces are completing their work and while WSU and DPL are working on profiling. H. Masek will e-mail committee chairs about the availability of the

1

Horizon client at selected sites.

6.   Task Force Access to UDM Test Files

A UDM test file should be available to all DALNET libraries by mid-June/early July. The file will contain bib records, authority records, item records, circulation records, etc. M. Sheble requested look-only access for other DALNET libraries.

7. UDM Migration Update

C. Zwolinski will call to schedule a meeting during the week of 6/1-6/5 between L. Bugg, A. Evans, A. Fidler, and M. Sheble to discuss file-by-file migration plans for UDM. L. Bugg, H. Masek, and M. Sheble will schedule a short meeting during the week of 6/1-6/5 to discuss revisions in the UDM migration plans that were made during J. Sheppard's recent visit to Detroit.

UDM is waiting for task force recommendations and Steering Committee decisions on naming conventions for ITYPES and BTYPES before the remaining UDM circulation and collection profile information can be input. Recommendations from the Collection Access Committee are due by 6/8. L. Bugg will distribute recommendations to the Steering Committee via the SC Listserv. Allowing two days for discussion via e-mail, the target date for final approval of the recommendations is 6/11. J. Houser cautioned Steering Committee members to delete spurious headers before responding to messages on the SC Listserv.

8. UDM Acceptance Testing

Dataload acceptance testing for UDM is tied to payment; module acceptance testing is not tied to payment until Horizon is in production at a second DALNET library. UDM plans to use modified versions of the Ameritech/Horizon checklists for library staff because the forms focus on the specific search and restriction indexes, displays, and other detailed operations of Horizon that should be easy for staff to use. The broader functionality checklist in the DALNET-Ameritech contract will be used by UDM administrators and DALNET Office personnel for acceptance testing.

9. Other DALNET Horizon Task Forces

The Steering Committee will recommend creating the following additional Task Forces to the DALNET Board:

Serials Coordinating Task Force for Predictive Check-in
Network Advisory Task Force
HelpDesk Advisory Task Force
ILL/RSS Implementation Task Force

The Network Advisory Task Force will review how connectivity options to the DALNET infrastructure filter down to the individual institution level and recommend policies for connectivity. The Steering Committee will recommend that the work of this task force should

2

begin soon. J. Houser suggested that the Steering Committee should recommend including the connectivity policies in the contract between DALNET and individual libraries. L. Bugg noted that the Board is writing an addendum to the current contract to cover Horizon; the timing is good for the Steering Committee to recommend including DALNET connectivity requirements in the addendum.

The role of the HelpDesk Advisory Task Force will be to review services offered and possibly, recommend new services. This Task Force should begin working in July, after the DALNET-Ameritech contact has been signed.

The work of the ILL/RSS Implementation Task Force is related to and should be coordinated with the current work of the DALNET Collection Access Committee on DALNET interloan and resource sharing agreements.

10: USF Discounts
Universal Service Fund discounts for qualifying libraries to help defray the cost of the DALNET frame relay infrastructure and Internet providers are still possible. It is the responsibility of qualifying libraries to apply for USF discounts.

11. Horizon Enhancements for DALNET
Issues to cover in the conference call with T. Gringrich and B. Easton were outlined:

- How to organize in DALNET to participate in testing enhancements
- Planning for input into current Horizon developments that are applicable to DALNET needs, without being a full development partner
- Need to adjust dates on Rider K (Product Enhancements) of the DALNET-Ameritech contract

L. Bugg noted that the union catalog enhancements for the Cal State group to implement automatic authority file updates in individual library catalogs should be operational before project Sunrise is implemented in spring, 1999. This interim solution should work for DALNET. She would like to ensure that DALNET is kept informed of developments in the Cal State project and is provided with opportunities for input. She noted that DALNET input into long-range Sunrise development projects would be highly desirable.

12. Conference Call Re: Horizon Enhancements
The Steering Committee participated in a conference call with T. Gringrich and W. Easton to review product enhancements in the DALNET-Ameritech contract.

A. Enhancement Delivery Dates: W. Easton recommended that a note should be attached to the DALNET-Ameritech contract stating that enhancement delivery dates should be re-negotiated.

B. Patron Database Enhancements: This will be incorporated into Horizon release 5.1. Beta testing on 5.1 will begin on 6/2 or 6/3. The target release date for 5.1 is 6/26. Release 5.1 does

3

not include the capability to automatically link parent-child patron records, but does provide the capability to enter notes on patron records so that manual links can be made by circulation staff. W. Easton will pick up a copy of the specifications during his visit to Provo and forward a copy to H. Masek, who will distribute to L. Bugg and others in DALNET.

C. Authentication System for Users: There are several pieces to this product:
Authentication: Recognizing a remote user as a valid user.
Authorization: Process of giving specific users access to specific databases.

Code has been written to address these processes for Horizon 5.2. This release is expected in mid-July, 1998. L. Bugg explained how NOTIS is used by DALNET to authorize users for   ˙
specific databases and briefly discussed shortcomings of the current system. J. Houser noted that an authorization matrix of borrower type, library and database is required to meet DALNET needs. T. Gringrich noted that Horizon can do a better job than NOTIS, but is uncertain if it can do what is needed. He will get more information on this issue.

D. Shared Authority File: This enhancement is tied to Sunrise development projects, rather than to future releases of Horizon. L. Bugg described DALNET's understanding of the Cal State initiative, which would serve as an interim solution for DALNET until Sunrise is in production. T. Gringrich will look into the status of the Cal State project and get back to L. Bugg.

E. Children's OPAC: W. Easton noted that this development is a major factor in the DALNET-Ameritech contract. J. Houser noted that DALNET would like a search engine similar to those at several Internet Sites that get at meaning, rather than simply verbatim words. He will e-mail T. Gringrich with examples. Development plans will precede after DALNET needs for enhancements have been further defined.

F. Ad-Hoc Management Statistical Reports: Enhancements are directed toward security to allow individual libraries to run their own reports on shared-file information (such as the DALNET shared-patron file) without a capability to run reports on information in other DALNET libraries. Tyler will look into current capabilities to identify areas in which enhancements are required.

G. Integrated Booking Module: T. Gringrich said that the current version of the Horizon booking module works well, but that the interface needs revision. L. Bugg noted that specifications in previously issued WSU RFPs for a stand-alone booking module may help Ameritech understand the functionality required by DALNET. She will forward the information to T. Gringrich.

H. ILL/Document Delivery System: T. Gringrich noted that RSS has a patron authorization system that is separate from other Horizon modules. Ameritech has been working with OCLC to develop an interface, but that the connections are still not completely operational. T. Gringrich noted that he is not familiar with Docline, but will look into Horizon capabilities in this area.

I. WebPAC: WebPAC release 1.3 should be in production by July. This version includes full

4

patron empowerment. The most difficult part of patron empowerment is limiting the system to supply information for the target patron, timing out appropriately so as to avoid empowering a second patron with the first patron's information. Specifications on WebPAC 1.3 will be forwarded to L. Bugg. It is not difficult to migrate from WebPAC 1.2 to 1.3, but the configuration for 1.3 is very different from 1.2 and it would be preferable for DALNET to begin working in June with 1.3. WebPAC 1.3 is very configurable, but somewhat complex. H. Masek will contact J. Graubart-Cervone about assisting DALNET with designing WebPAC. H. Masek and L. Bugg will ask Jeff to arrange a visit to Detroit. WebPAC 1.3 Z39.50 "hooks-to-holdings are working with some FirstSearch databases - Medline and ERIC.

J. Server Configuration: Configuration of the RS600 server is being evaluated by S. Nielson. T. Gringrich noted that add-on boards may be a good way to accommodate additional users at a reasonable cost. L. Bugg noted that the DALNET will be running NT on the servers; many of the DALNET libraries will be running NT as their client. L. Bugg indicated that she needed to understand more about the configuration limitations of RSS. H. Masek will contact J. Bodfish to let him know that L. Bugg will be contacting him with questions about RSS.

Next Meeting: June 15, 8:30-11:30 a.m., WSU Purdy Library Conference Room.

Minutes by:	M. Sheble
	6/1/98
Distributed to:	DALNET Steering Committee, DALNET Board of Directors

5