

DALNET Steering Committee
Annual Report
October 1, 2000 – September 30, 2001

Mission: The DALNET Steering Committee is responsible for recommending to the DALNET Board of Directors policies, plans and timelines, providing information updates, and oversight of Horizon and related products. It also advises the DALNET systems staff and functional committees in ongoing operations and services.

- 1. Work diligently toward the delivery of the DALNET Horizon contractual enhancements**
 - Established as DALNET's top Horizon priorities: 1) Broadcast Searching, 2) Patron database Enhancement, 3) Authority control enhancement, and 4) Children's' OPAC
 - Recommended for Board approval, a proposed solution from *epixtech* for the delivery of the shared patron enhancement using NCIP (NISO Circulation Interchange Protocol).
 - Reviewed and supported the needs statement from the Media Booking TF.
 - Monitored progress, and lack of progress on enhancements

- 2. Evaluate new *epixtech* products and recommend strategies for implementation to the DALNET Board**
 - Evaluated and supported the decision to switch from RSS to URSA to meet DALNET's and MiLE's ILL project needs.
 - Monitored and studied information on iPAC, the replacement product for WebPAC

- 3. Attend to problems and concerns with *epixtech* as needed**
 - Continued our discussion concerning lack of delivery of promised products from *epixtech*
 - Actively worked to redefine communication processes between DALNET and *epixtech*; met with *epixtech* to discuss deliverables and communication

- 4. Oversee the continued development of the DALNET Web Site in order to provide: 1) outreach and marketing; 2) linkages for the Im@agine information gateway; and 3) an Intranet for DALNET members and staff**
 - Supported and critiqued the "new" DALNET Web Site design
 - Little other work occurred in this area, due to delays in hiring a DALNET Webmaster

- 5. Identify interim solutions of operational needs for DALNET members, where required.**
 - Discussed key components of DALNET's operations with the new DALNET Director following the Planning retreat (provided report to the DALNET

director). Included were: 1) Steering Committee's Future roles, Project Managers, Board of Directors, DALNET Committee and Task Forces, 2) the Implementation of the Information Hub, 3) Project Identification and Planning for DALNET, 4) Services for Members, and 5) Horizon

- Established remaining critical delivery needs for Horizon functionality (acceptance). They were: 1) Broadcast searching, 2) Horizon 6.0 including subfield V fixes, 3) iPAC, and an 4) authority loader that does not corrupt our records. We later approved a definition of item 4 based on MARC 21 standards.
- Reviewed Sybase upgrade plans
- Discussed concerns about problems with Horizon 6.0
- Supported the establishment of the IPAC Working Group
- Actively reviewing the Horizon Assessment in order to demonstrate problems at DALNET for meeting with *epixtech*. Steering Committee sees its roles as:
 - Identify themes in the assessment results (where should this product go)
 - Flesh out these themes by confirming them with our customers
 - Assess and prioritize themes from the assessment versus Rider H priorities and contracted enhancements
 - Meet with *epixtech* about new/changed priorities
 - Feedback to customers
- Reviewed report from the Course Reserves Task Force. Recommended report be sent to *epixtech*. Recommend that task force be thanked for their work and dismissed.
- Reviewed report from the Search Engine Task Force. Recommended report be sent to *epixtech*. Recommend that task force be thanked for their work and dismissed
- Debated priorities for reestablishing services following downtime from a major power outage

Address policies associated with the use of Horizon and other *epixtech* products

- Steering Committee prepared the Software that interfaces with Horizon document
- Reviewed and evaluated implications of Mile for DALNET

6. Recommend to the DALNET Board appropriate recognition of milestones and accomplishments that occurred during the year

- Said goodbye to Committee members Karen Bacsanyi and Kerry Sanders, welcomed new members Randolph Call and Adriene Lim.
- Supported changes of membership for the Website Committee and the Database Standards Committees.
- Discussed implications of proposed changes from the Finance Committee (October 2000) for DALNET staffing and equipment.

7. Advise DALNET Board on technical, staffing and policy issues related to the incorporation of new members

- Discussed short-term action items that DALNET could take following the Finance Committee Member services review
- Discussed options for ongoing problems with Frame Relay services and billing
- Established Horizon priorities: 1) Systems maintenance, 2) Systems support for members, 3) Horizon release 6.0 implementation, 4) iPAC, 5) New members, 6) Contractual enhancements, 7) Add-on products (epixtech), 8) Add-on products (non-epixtech)

8. Coordinate improvements in communication and clarify overlap between IHDC and the Steering Committee

- Held a joint meeting (November 2000) between the IHDC and Steering Committee to discuss options and implications for new DALNET organizational structure. Key outcomes were:
 - Established liaisons between the two committees to facilitate better communication between the two groups.
 - Drafted an organizational chart of current DALNET committees and task forces, examining relationships and reporting lines
 - Discussed establishing the IHDC as an over-reaching (steering) committee to coordinate the entire DALNET information “scene” – both Horizon and “hub” development pieces.
 - Discussed the extent to which the SC can assume other functions and evolve into a Horizon advisory group, since the role of the SC is defined by contract and is designated to continue through the implementation of the enhancements.
 - It was the consensus of the SC to wait to recommend changes in their role until the new DALNET Director has been hired and has a chance to review the DALNET committee and task force structures.

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