Detroit Area Library Network (DALNET)
Access Committee
Walsh College
Meeting Minutes
November 4, 1993

Present: J. Bosler (Co-Chair)   J. Flaherty
            L. Bugg   S. Homant
            E. Condic (Co-Chair)   S. Martin
            G. Ellis   J. Oldenburg
            S. Ellison   J. Wisenborne

I.   Approval of Minutes

      The Minutes from the September 27, 1993 meeting were approved with a correction on
      the date of the meeting.

II.   Statement of Charge and Purpose

      Committee members reviewed the Charge of the Committee. The Access Committee
      presentation at the DALNET Board meeting was discussed. While the DALNET Board
      approved the Charge, only the first two goals were given a clear sanction. The first goal
      is to report access policies and mechanisms which the Committee has provided in the
      form of the DALNET Access Directory. The second goal is to assist with the
      implementation of PAC Loan.

      Committee members discussed the purpose of the Committee. Expectations of DALNET
      were reviewed. A number of committee members felt that DALNET could be more than
      an automation platform. A coordinated group approach to access is the ideal. The
      reality of implementation bogs down in economic and automony issues. Coordinated
      access agreements among multi-type libraries are not easily achieved. There was some
      agreement that a cost benefit analysis for resource sharing did not exist and the
      implementation of PAC Loan might cause the DALNET membership to consider
      information access issues and cooperative networking in a different light.

III. DALNET Access Directory

      The DALNET Access Directory is still under revision since changes continue to be
      made. An effort will be made to finalize entries before the end of the semester and to
      distribute two copies to each DALNET institution. It is the understanding of the
      Committee that if additional copies are required, WSU will consider further publication
      of the Directory.

IV.   PAC Loan

Implementation of the PAC Loan software was reviewed based on the ten questions L. Bugg had proposed at the last Access Committee Meeting.

The Committee made recommendations based on the documentation available, as well as conferences and meetings previously attended. The following recommendations were made:

1) Participation on PAC Loan should be optional at the institutional level.

2) Materials available for interlibrary loan using PAC Loan should be printed, circulating materials only, unless local policies permit the loaning of other types of library materials.

3) A minimum standard loan period should be 21 days. A minimum standard for blocking PAC Loan use should be an institutional block. A system-wide block for PAC Loan privileges will depend on the parameters allowed by the software and by further discussion/agreement of the Committee.

4) The minimum standard for patron categories which should have access to PAC Loan are: students, faculty, and staff for the academic libraries, adults for Detroit Public Library and others as appropriate to each institution.

5) The standard target turn around time for filled requests using PAC Loan should be 48-72 hours. A standard target turn around time for unfilled requests was not considered.

6) Discussion on compensation for net lenders revolved around the scope of economic compensation and PAC Loan implementation. Specific issues to be resolved are:

a) To charge or not charge for the service between institutions
charge for service - deposit account
net lender payment - formula based

b) compensation for lost items

While the issues were outlined, there was no resolution. Further consideration is necessary before a consensus decision can be reached.

7) Extra charges for photocopy or fax requests were considered but no standardized recommendation could be made since charges are contingent on the policies/procedures at each institution.

8) Statistics that should be kept if at all possible are: filled and unfilled requests, to and from institutional requests, patron category, type of material, traffic patterns, turn around time.

    Agreement was reached to document some statistical ILL record keeping before PAC Loan implementation so that the impact of PAC Loan could be fully understood. The criterion for statistical analysis should be set now for successful future evaluation.

    Committee members agreed to keep track of ILL statistics during February and March. Institution specific ILL statistics will be requested from all DALNET institutions for these months. A grid will be created to evaluate patterns and use. A request will be made to all DALNET institutions for this data. Should an institution not be represented on the Access Committee, the request will be made of the Project Manager.

9) Copyright compliance is the responsibility of the borrowing institution. Specific data on number of copies from which journals within a calendar year, maintained over a five year period would be extremely helpful.

10) The way DALNET institutions deliver books and photocopies was discussed. A van service was felt to have been tried and to be too expensive. UPS or Federal Express delivery services have met with better results but will add to the cost of the service. No resolution was reached on this issue.

There were some general PAC Loan considerations. It is expected that PAC Loan software will look at an institutions' holdings and stop the request if the material is owned by the requesting institution. Load leveling parameters can be utilized for the patron interface of this product. Each institution will be responsible for any in-house rewiring necessary and for arranging access via an ethernet connection.

The next committee meeting was tentatively set for April after the ILL data has been collected and compiled.