

**Project Manager's Meeting
UDM- McNichols
3rd Floor conference room
September 10, 2001
12:00-4:00**

Brown Bag Lunch Opportunity to network, not part of formal agenda	12:00-1:00
Call to order Review Agenda Introductions DALNET staffing and vacancies (Piper)	1:00-1:20
iPAC Working Group Report (Lim)	1:20-2:05
RPA demonstration and report (Papa) Testing and Implementation Sept 20 meeting at MCC 10:00	2:05-2:30
BREAK	2:30-2:45
Horizon 6.0 Update on Release 6.0 conversion Normalization and subfield V (Evans) WSU dataload normalization testing (Lim)	2:45-3:05
IHDC Update (Dee)	3:05-3:15
Problem Reporting after hours and weekends Discussion	3:15-3:45
Announcements: Next Meeting: November 12, host site HUGM conference - November 5-7, Austin http://medstat.med.utah.edu/hug/basic/hugm2001/ Other	3:45-4:00
Future agenda items Distributed systems management Frame Relay report DALNET hardware DALNET and Horizon Security	

DALNET Project Manager's Meeting
UDM – McNichols
September 21, 2001

Present: Dave Murphy, Walsh College; Bruce Bett, MCC; Leo Papa, U of D/M; Mary Ann Sheble, OCC; Adriene Lim, WSU; Joan Emahiser, Beaumont R.O.; Debbie Adams, Botsford; Steven Bowers, Rochester College; Melanie Emerson, DIA; Willy Cromwell-Kessler, DPL; Cathy Eames, Children's Hospital; Crystal Agnew, Marygrove; Dianne Zyskowski, Oakland County Law Library; James Flaherty, WCCCD; Marilyn Dow, Hutzel Hospital; Mary Jo Durivage, VA Medical Center; Jill Van Buskirk, Mt. Clemens General Hospital; Michael Piper, Scott Muir, Mare Wortman, Anaclare Evans, and Duryea Callaway of DALNET.

Meeting called to order at 1:10 pm by Scott Muir.

Steven Bowers, of Rochester College, and Jill Van Buskirk, of Mt. Clemens General Hospital, were introduced as new member sites. Mare Wortman was introduced as the Temporary DALNET Librarian.

DALNET POSITIONS (Piper): Michael hopes to fill the DALNET staff vacancies by the end of the year. They are Web Applications, Assistant Director, and the Systems Librarian position vacated by Adriene Lim. Initial phone interviews will finalize the list for the Web Applications position. The other two positions have been posted and applications have been received. Recently filled positions are Sybase Administrator: Negib Sherif; Secretary: Elaine Hendrix; and Temporary Systems Librarian: Mare Wortman.

iPAC WORKING GROUP (IWG): Adriene Lim summarized the IWG's first-phase list of iPAC recommendations. (See list distributed at meeting.) She and Leo Papa used the University of Chicago's iPAC pilot installation to illustrate several of the items included. Most of the recommendations related to the IWG's recommendations for a basic DALNET "out-of-the-box" installation for DALNET libraries. Several concerns were discussed including a "summary" installation of iPAC for broadcast searches, limitations on holdings displays on the brief view for keyword search results, and the like. Mary Ann Sheble requested a summary of the positive aspects of iPAC and several were provided, including faster keyword searches, ability to mark and download citations, etc. Timeline for the further testing and implementation of iPAC rests upon the DALNET staff's plan to perform server upgrades.

RPA REPORT AND DEMO (Papa): Leo reminded the members that Bruce Bett would be hosting an RPA work group to look at scripting and security issues. It will be informal so anyone can join in. It will be September 20, Macomb South Campus Library, Building J, room 221. It is now scheduled for 10 a.m., rather than the original 1 p.m. time slot.

Leo proceeded with the RPA demonstration. First Search was used as an example since many of the institutions present have that resource. It is easy to use, and scripting is not complicated. Information is available from the vendor.

HORIZON 6.0 (Muir): DALNET is in the process of completing the upgrade to 6.0, and planning for equipment upgrades. They also will be working on the SIP implementation and the iPAC implementation.

Anaclare reported on Normalization and Subfield V. Subfield V is a problem because it is a new form and genre subfield code that appears in LC subject headings. It is not unique as it also appears in series. The double definition of subfield v creates an uncertainty in Horizon's MARC 21 data dictionary. Record import will not have to map subfield v into subfield x after the fix has been implemented. You cannot go back to check which ones need to be changed, nor does it need to be worried about. Subfield W in the 7.0 upgrade will be a similar problem.

Normalization is a process by which punctuation and diacritics are removed from headings for the purpose of matching. It should reduce the number of duplicate authority records. This is a major issue for larger libraries. It is one of a series of fixes in an attempt to reduce duplicate authority records.

Adriene reported on WSU's testing of *epixtech's* Authority Merge Program: epixtech has developed a method that will merge variant authority records (i.e. stubby authorities) in Horizon authority files. WSU's test database is being used to evaluate the new method, which includes the creation of a temporary table that will hold normalized data, a middle stage wherein a log is generated identifying all the auth records to be merged, and then a final stage that will actually merge the identified records. WSU's test is in Stage Two right now. The Authority Merge Program, once tested and verified to work, may be used later to clean up other DALNET libraries' authority records as well.

WSU is still in the process of testing Horizon's MARC export function. Right now, a test file of 400 bibliographic records has been sent to OCLC. OCLC has advised that it may be a few weeks before it can use the file to test whether WSU's holdings can be successfully set using this method. Results will be announced to DALNET members when the evaluation is complete.

IHDC UPDATE: Dee reported that the Health calendar is ready for public unveiling. Final reviews of the digitization project are the next phase.

The Mile project (Dee): Phase 1 is upcoming and on a fast track. Phase 1 libraries are WSU, UDM, and MCC. Opportunities for participation are available in groups 2 & 3. Letters are being sent out to DALNET member for participation in groups 2 or 3.

Horizon assessments are due shortly (Dee): Upon collating, the results will be passed on to the Steering Committee. Themes will be identified in the information given. Anything 'unusual' may be highlighted. Specific items or problems come from different

departments of library functions. Collating will include checking with various DALNET staff to clearly identify what is being said that others may not catch.

PROBLEM REPORTING WEEKENDS AND AFTER HOURS: Scott headlined this discussion on the best method for reporting/solving system problems. Mary Ann Sheble reported that OCC runs on adjuncts and temporary staff during the summer. They are able to call her if there is a problem. When the problem is beyond her expertise during the evening/weekend slots, however, she is not fully comfortable calling DALNET staff on their off time. A list of discussion points was generated (separate attachment). DALNET staff will work to address them.

Highlights of the discussion include:

Michael encouraged calling staff at any time and reported that a cell phone is being purchased since the pager method proved unreliable. DALNET staff will be on rotation basis for those phone calls beyond normal working hours.

Discussion ensued regarding problem reporting during regular hours for the various library departments and the best method for reporting problems overall. The listserv DHMT has proven to be helpful, but problems remain. Leo Papa wondered if a bulletin board would serve better with threads of the particular themes. Book marking a website may be a possibility. The tracking software at Detroit Public Library is highly recommended by Detroit Public Library. Lim suggested that the ILS has the technology for tracking as well.

Michael stated that solutions to this would be a priority item at the next DALNET staff meeting with Scott at the helm. Scott and Mare are already looking into tracking solutions with discussion underway for Mare to get a demonstration of DPL's tracking software.

HUGM will be Monday, Nov 5- Wednesday Nov 7. DALNET members are welcome to attend. Due to new responsibilities at WSU, Jeff Trzeciak resigned as Vice-Chair of HUG.

The ATLAS Update with Rebecca Cawley (Library of Michigan) and Randy Dykhuis (MLC) will be Monday, September 24, at OCC Southfield in the Multipurpose Room #250 from 9:30-11:30 a.m. Flyers will be sent. The session is free and open to all employees of DALNET libraries.

The next Project Managers meeting will be Nov. 12 at Botsford Hospital.

Meeting adjourned at 4:10 p.m.