

DALNET PROJECT MANAGERS MEETING
WSU Undergraduate Library Dean's Conference Room
February 8, 1999, 1:00 – 4:00 p.m.

AGENDA

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| 1. | Introductions and Review of Agenda <ul style="list-style-type: none">• Updated PM List (attached) | 1:00 – 1:10 |
| 2. | DALNET Collection Development Committee Report <ul style="list-style-type: none">– Jenny Nolan, UDM, Chair• Opportunities for full-text databases• Replacements for Cinahl and Wilson• Link to OCLC FirstSearch for ERIC | 1:10 – 1:30 |
| 3. | Horizon Migration <ul style="list-style-type: none">• Tips for preparing NOTIS serials records for migration (handout)—A. Lim• Tips for cleaning up NOTIS circulation records in preparation for migration (handout)—A. Evans• Progress reports from:<ul style="list-style-type: none">UD Mercy—M. ShebleWSU—J. TrzeciakBotsford—D. AdamsDPL—J. Houser• Group 3 libraries update• Group 4 libraries startup | 1:30 – 2:15 |
| 4. | DALNET/Ameritech Showcase for ACRL in Detroit
(April 8 – 10, 1999) <ul style="list-style-type: none">• What we plan to showcase (handout)• Request from WebPAC Design Task Force for "Subject Resources" (copy attached)• DALNET library staff helping in Ameritech exhibit booth | 2:15 – 2:35 |
| | BREAK | 2:35 – 3:00 |
| 5. | DALNET Marketing Plans—D. Callaway <ul style="list-style-type: none">• Information Hub video• Ameritech Grant to promote awareness• New name—IMAGINE | 2:45 – 3:00 |

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| 6. | DALNET Technology Issues Task Force Report
—J. Houser, DPL, Chair <ul style="list-style-type: none">• Feedback from Technology Briefing• Technical Contact Info forms for Help Desk• Help Desk Implementation Plans | 3:00 – 3:15 |
| 7. | DALNET Collection Access Committee report--
J. Bosler, MCC, Chair (or representative) | 3:15 – 3:30 |
| 8. | NOTIS Transition Issues <ul style="list-style-type: none">• Downtime logs• Links between NOTIS and DALNET's Horizon catalogs• Removal of records from NOTIS after libraries migrate | 3:30 – 3:45 |
| 9. | Other <ul style="list-style-type: none">• Need for WSU Access IDs by DALNET libraries | 3:45 – 4:00 |

NEXT MEETING: May 3, 1999, 1:00 – 4:00 p.m.

DALNET PROJECT MANAGERS MEETING
WSU Undergraduate Library Dean's Conference Room
February 8, 1999, 1:00-4:00 PM

Present: D. Adams, Botsford; B. Bett, MCC; J. Brennan, Hutzel/Harper Hospitals; L. Bugg, WSU/DALNET; N. Bulgarelli, Beaumont-Royal Oak; A. Evans, DALNET; D. Drobny, Rehabilitation Institute of Michigan; J. Houser, DPL; M. Klein, DMC, CHM; C. Mudloff, DRH; B. Platts, Beaumont-Troy; M. Sheble, UDM; A. Walaskay, OCC; D. Zyskowski, OCLL

Guests: P. Beavers, WSU, Collection Access Committee; D. Callaway, DALNET Marketing; J. Nolan, UDM, Collection Development Committee Chair

1. Introductions and Review of Agenda

The agenda, previously faxed to the Project Managers, was reviewed. Project managers were asked to review the Project Managers' list and make any needed additions and corrections.

2. DALNET Collection Development Committee Report

J. Nolan, UDM, Chair, Collection Development Committee reported that there continues to be a role for that committee. Recently, DALNET has been able to secure better pricing on some databases than MLC or an individual library. The Committee is interested in knowing which titles the Project Managers are interested in pursuing.

During March there will be trials of the Electric Library and of InfoTrac. UDM, DPL, MCC and OCC will be looking at the Electric Library. The Electric Library is an index of periodical, newspaper articles, and radio and TV transcripts that can be searched by academic level. The pricing is by simultaneous user. A description of the content of the file and the resources covered is on the Electric Library web site. The InfoTrac files being considered are the Expanded Academic Index, Prompt, and Newsletters.

There will be a new survey of DALNET libraries to determine which resources each library has available and what resources each would be interested in looking at.

The Collection Development Committee is considering several alternatives to the Wilson file on MDAS. Some of those being considered are the individual Wilson files on First Search, Wilson Web, UMI ProQuest Direct, and IAC. There are pros and cons to each. The Wilson contract will expire on March 31, 1999 so a decision should be made soon.

The CINAHL contract will also expire on March 31st. Prices for OVID web access to CINAHL for 19 users was about \$41,000.00 which was felt to be high but it did include full text for many of the citations. A stand-alone CD-ROM version of the OVID database can be purchased for \$1495.00. The chair was asked to see what pricing could be obtained if the number of simultaneous users was lower.

A Z39.50 link has been established for ERIC on First Search. The link is being evaluated as an option for MDAS by DALNET staff.

3. Horizon Migration

- a. *Tips for preparing NOTIS serial records for Horizon migration:* A. Lim has prepared a document which will be mailed after the meeting.
- b. *Tips for preparing NOTIS circulation records in preparation for migration:* A. Evans distributed a document which suggested that libraries review the items charged to the lost and missing pseudo-patrons. They need to be certain that proper item conditions have been assigned. Missing items should be discharged from missing once the item condition has been assigned. Lost items need to have the item condition assigned. Both categories should be reviewed for collection development decisions and withdrawn if appropriate.
- c. *Progress Reports:* UDMercy Update: M. Sheble reported that they really need the improved searching promised with WebPac 1.3. UDM continues to have problems with fines computing for the day on which the item is returned. They also wish to re-index their database to bring it into conformity with the standard set of DALNET indices. At the beginning of July, UDM will update to release 5.1. Other DALNET libraries will be coming live with release 5.1.

WSU now has their bibliographic, authority, and item records in a production Horizon database. Testing for acquisitions, serials control, and circulation is being done with a goal of going live over Spring break week (3/15 to 3/22). All WSU staff are now receiving StafPac training. In addition, staff will receive training in the various modules as appropriate to their job assignments. Reference staff will be receiving training in the use of WebPac. At this time, WSU is waiting for release 5.1 to be tested before going live with acquisitions. Wayne State University and DPL will be receiving "train the trainer" training. The remaining DALNET libraries will receive training from DALNET staff.

Botsford Hospital has a test system created in Horizon release 5.1. Their tables have been input and they are waiting to hear that their data has been loaded. Their goal is to come up by the end of March.

DPL has completed most of the work on their tables and they hope to have their test database loaded shortly. They are considering not migrating open circulation data but rather checking things in on NOTIS and checking them out on Horizon. They want to bring the catalog up in mid April with circulation to follow a branch or two at a time. Acquisitions will be brought up with their fiscal year cut over on July 1, 1999.

- d. Group 3 libraries are getting profile training during the week of February 8th. Their databases have been created and they will begin entering the data for their tables.
- e. Group 4 libraries will have their profile briefing in April, after the ACRL conference.

4. DALNET/Ameritech Showcase for ACRL in Detroit

The ACRL meeting will be held at Cobo Hall from April 8th-11th. We plan to demonstrate the Horizon installations of UDM, Botsford, and WSU and the test database for DPL. We will be showing our Z39.50 links to Uof Michigan and Michigan State. We will also have the existing brochure and video to use. Ameritech is working on a demonstration of the Resource Sharing System featuring the libraries of the Catholic Consortium. This will include Z39.50 linkages and RSS for interlibrary loans. DALNET is also negotiating with ALS to demonstrate image databases of architecture slides and a marine history collection from UDM. DPL may have some images from the Burton Collection. Anaclare Evans will check to see if the Reuther Archives has any images in digital form. We brainstormed and identified some WebPac links to the following additional subject resources: an image database at DIA, a patient education and an evidence based medicine database at Children's Hospital, the DCAL files at Wayne State, and consumer health resources identified by Beaumont Hospital. DPL has some organized and annotated web links as well as their career file and the African American inventors database. L. Bugg mentioned that volunteers may be needed to work in the ALS booth at ACRL.

5. DALNET Marketing Plans—Dee Callaway

The DALNET video, as prepared for the contract signing event, was played for the Project Managers. Project Managers were asked to make suggestions to Dee Callaway for the next version of the video. She also described the grant that DALNET has received from Ameritech to market DALNET services to other information providers (not necessarily libraries) in the metropolitan Detroit area. A series of breakfast meetings will be held with potential information providers to promote inclusion in DALNET. The revised video will be used as part of the promotional package. Members of the DALNET Board are discussing a new name for DALNET. Dee reported that the DALNET name is used on a number of documents that would have to be changed if the consortium name is changed. The new name will most likely be used for the name of the online system. The name Im@gine is the suggested new name and will likely be used in some form for the

WWW address for the system. Most likely the name will be used without the @ because the use of that symbol is limited to the traditional use in electronic addresses

6. DALNET Technology Issues Task Force Report—John Houser

John Houser reported on the successful technology briefing on the DALNET frame relay network held at DPL. All but two DALNET libraries were in attendance. At the briefing, Ameritech Advanced Data Systems personnel presented the conceptual diagram of the frame relay network. The frame relay network is a private network alternative to the public internet for access to the DALNET online system. John has received few questions from DALNET member libraries. He urged Project Managers to complete and return the questionnaires that were distributed prior to the briefing. The questionnaires will be used to help build the knowledge database for use by Help Desk staff. John also reported that the Help Desk equipment has been received and was being installed. The DALNET Webmaster position, to be housed at DPL, has been advertised. The Help Desk is scheduled to open on 3/1/99.

7. DALNET Collection Access Committee Report

Paul Beavers represented the Committee. The draft document proposing the rules and responsibilities for reciprocal borrowing between students, staff, and faculty of the academic library members of DALNET was distributed and reviewed. The document calls for violators to be blocked for fines at the home library or at a reciprocating library. This agreement is dependent upon the shared patron file being operational and DALNET academic libraries having migrated to Horizon.

8. NOTIS Transition Issues

Louise Bugg reported that downtime logs are not regularly received by the DALNET Office. After some discussion, it was decided to discontinue the logs and that libraries having NOTIS related telecommunications report via telephone or email to Louise.

In order to establish links between NOTIS and Horizon, we need to have labels for each of the Horizon databases. The labels of these catalogs must be four characters in length. It was discussed and decided that the names would consist of two characters from the processing unit code and the letters CT for catalog. As libraries migrate from NOTIS to Horizon, their catalogs will be moved to the LUIS catalogs list. When NOTIS goes away completely, the codes won't be necessary.

When libraries migrate from NOTIS to Horizon, DALNET staff planned to leave the records in place for only three months. With the migration of OU this was satisfactory. With UDM's migration, three months has not been sufficient. The consensus of the group was that after three months the records should be suppressed from public display.

Louise Bugg distributed a copy of a letter stating that NOTIS and Horizon are Y2K compliant.

9. Other

- a. WSU Access IDs.** None of the DALNET libraries present at the Project Managers meeting depended upon the WSU Access ID as their sole means for email access. After checking with libraries not present, Louise will report to the Computing Center that DALNET will not be needing Access IDs as of a specified date.
- b. Horizon Users Group Enhancement Ballot.** Louise will poll the Horizon libraries and the DALNET staff to determine how DALNET will vote on the enhancements. DALNET gets one ballot and Louise has been designated as our voting contact. The list of the proposed enhancements was distributed and votes are due to Louise by February 15th to meet the HUG deadline.
- c. Next Meeting:** There will be no Project Manager's meeting in March. The next regular Project Manager's meeting is scheduled for 3 May 1999, 1:00 – 4:00 p.m.
- d. Daria Drobny** announced that the Rehabilitation Institute of Michigan will be sponsoring a fair at Cobo Center which will have information about assistive aids for pc workstations. The event will be held in May, 1999.

Summary notes by,
Anaclare Evans
2/17/1999