MiLE Steering Committee Meeting
University of Michigan Dearborn Library Room 1210
April 13, 2001, 9:00 a.m.– 12:00 noon
AGENDA

1. **Review minutes of March 23rd meeting and today's agenda**   **9:00 – 9:05**
   - Minute taker today—Gary?
   - May meeting schedule

2. **Vendor RFP initial review**   **9:05 – 10:30**
   - Evaluation sheet (previously distributed)--Eileen
   - Initial review of proposals
   - Team review process
   - Confidentiality issues?
   - Immediate questions for vendors
   - Options to keep within budget or obtain more funds

3. **Reference calls**   **10:30 – 10:45**
   - Final version of questions (previously distributed)--Larry
   - Assign calls
   - Process—written reports; timeframe

4. **Vendor demonstrations—May 1st and 2nd**   **10:45 – 11:30**
   - Half day or whole day
   - Letter to vendors (previously distributed)
   - Draft scenarios/tasks (previously distributed)
   - Local site arrangements—Bob
   - Invitations and RSVPs—Eileen

5. **Other issues**   **11:30 – 11:50**
   - Team reports
   - Help for Bob Fraser with the Website—still needed?
   - Domain name progress
   - Add K-12 library
   - LSTA for Phase 2

6. **Plans for next meeting—April 24, 9 a.m.–12 noon at Walsh**   **11:50 – 12:00**
   Tasks: input from teams on proposals; reference call reports;
   finalize demo plans; final decision making after the demos.

*NOTE: map and parking info were distributed by Bob to our list;
For campus map go to: http://www.engin.umd.umich.edu/CIS/area-map/area.html

L. Bugg   April 11, 2001

MiLE STEERING COMMITTEE MEETING
University of Michigan Dearborn
April 13, 2001

The meeting was called to order at 9:05 am.

Present: Gerry Bosler, Louise Bugg, Dee Callaway, Gary Cocozzoli, Christine Hage, Bob Kelly, Celia Morse, Scott Muir, Larry Neal, Eileen Palmer, Tammy Turgeon.

Minutes from the March 23, 2001 meeting were approved without changes.

May/June Meetings: The hope originally was to decide on a system by May 10th, and present to the TLN Board at the May meeting. But time would be too tight, so it was decided to meet on May 15, 2001 at Berkley Public Library at 9:30 am. The following meeting will be June 8th at TLN, and information can be in the TLN Board's packets for their June 14th meeting.

The Vendor evaluation sheet was examined, and it was felt that it should be trimmed in size somewhat, and not ask for staff-level access unless the respondent volunteered it.

The Proposals
Four responses were received from the vendors, and the two most robust responses came from Fretwell-Downing's VDX system and Epixtech's URSA system. It appears that the OCLC Illiad product is not quite ready for our needs, and Pigasus Wings referred us to their website (Wings may be more of a staff use ILL system.) So the Committee agreed to limit demos to VDX and URSA.

The Tech Committee will be needed to assist in researching local systems, inventorying current features, bringing up issues, and getting clarifications from vendors.

Part One: Fretwell-Downing
Of the four products they sell, F-D quoted on VDX, which is the main interloan exchange system, and the others are optional. The price did not include "Crystal Reports", its report writer, so we must inquire if we can use the very similar "Reportsmith". Also, data can be extracted and dumped into Excel and similar products. VDX has all the basic search features we require, but we will need to verify what is included.

Authentication: Is this done via local system patron files, or is it a "virtual" re-creation on the central server? Will all of the MiLE ILS systems fit into this scheme? Will VDX and all of the local systems interact with NCIP and when will they all be compliant?

During the reference check, questioners need to assess authentication and any problems with local systems, response time, how the VDX patron file is built, updated, and persons removed?

Are parameters such as maximum requests set system-wide or library by library?

Some concern was raised about the security and privacy of data that is being held on the VDX server. Is a library's data free from viewing by others? Is it encrypted or otherwise hacker-free?

VDX does not yet have an authentication module for other online services.

There is no mention of experience with Sirsi, Horizon, and Innovative. But, has testing ever been done on these systems? Not having customers does not mean it doesn't work with the products.

Is the 3M SIP interface ("self-checkout machines") required to use the system, or are non-SIP interfaces possible?

Which release would MiLE be getting, version 3.0 with the enhancements shown in the response?

The Tech Committee will have to research which version of Z39.50 our local systems are supporting, and the level of support for holdings our systems have. (Some Z39.50-ready systems do not yet send holding data.)

There is confusion whether VDX can automatically place a hold on a checked-out item, to capture an item for borrowing when it is returned. Perhaps scenario during the demo would clarify this.

VDX is fully- compliant with ISO 10160 and 10161 standards, but NCIP may replace these altogether.

What is the interaction of the local library system and VDX—for example, is the bibliographic record on the ILS or is on the VDX server? How is this handled, and does it avoid duplication?

A greater issue was raised: do all MiLE libraries have unique prefixes for their patron and item barcodes (e.g., in the barcode 31243xxxxxxxx the "3" stands for a material not a patron; the 1243 stands for a specific library.) If there are barcode duplicates among MiLE libraries, how will the ILL system handle the problem of people/materials confusion?

Can VDX interoperate with RSS, the epixtech technical service product DALNET will be using?

When will they have OCLC Direct interface? It works with ARIEL, but does it work with Prospero? (i.e., end-user delivery)

Clarification will be required to explain the difference between the web and windows clients for staff use?

Are the 8 am-8 pm hours of support Eastern, Central, or Greenwich time?

Do they allow a test system?

Costs for both products are somewhat confusing. VDX is using Oracle; is it priced per server? Are they proposing VDX and Zportal—it is unclear if both products are included.

Part Two: epixtech's URSA
The cost page for URSA is similarly unclear. The quote does not seem to include Remote Patron Authentication, and the new iPAC search engine. Also no report writer is quoted, but it may be that it does not require a specific one.

The specific release MiLE would be getting is not specified, we need to find this out.

Will the local operator of URSA be able add libraries and do other maintenance themselves, or will epixtech always have to do it for us? And at what cost?

URSA does not work with WEBZ (the current OWLS regional catalog software), and there is no experience yet with Innovative, Horizon, or DRA Classic. (DRA is working on various interfaces with epixtech for DRA Classic and the other products.)

NCIP will solve most problems, but when will it be ready and included in all of the mentioned products? It may still be one year away before systems are compliant.

Do we need iPAC, the online catalog portion, for the public to view multiple searches? Does it work with our own local library systems such as Sirsi's iBistro, and DRA's WEB2? Explanations are required. Would we also be getting iSELECT, which is NCIP compliant (late Summer 2001)?

What happens to unfilled requests? It does not look possible to put the home library as the last lender in the string, but are there alternatives to get a request handled by the home library through other means such as OCLC ILL?

Does URSA use unique temporary barcodes or our existing ones (which may be "temporary" for our systems), and which barcodes are added to our own catalogs? How are they removed?

Article requests are not supported until iSELECT is released. It is a question for the demo, as there may be a work-around. It brings up an issue for any product: how are serials holdings displayed? Are they displayed at all? Will iSELECT and/or NCIP compliance solve this problem?

Questions regarding the availabilty of adding more libraries later and system response time are not adequately addressed in the RFP response.

What overall level of transactions can our quoted system support?

Reference Calls:
The calls were divvied up in the following manner:
Eileen Palmer will handle VDX calls to Southeast New York libraries and to Colorado sysytem
Bob Kelly will handle Ohio's OPLIN (Ohio Public Library Information Network) using VDX.
Tammy Turgeon will call Tampa and North Bay using URSA
Louise Bugg will call PALCI (Pennsylvania Academic Library Consortium)

The Reference checkers should try to be done before the next meeting on April 24th. Ask if there is a guest version to search the patron interface of the systems. Larry Neal will revise the questions to include some of the discussion above.

The demos will be scheduled for Tuesday May 1, 2001 at the UM Dearborn School of Management auditorium, in Hall A. (The Management school building is straight ahead from the main entrance). The morning session will run from 9:00 am to noon; the afternoon meeting to run from 1:30 to 4:30 PM, with Fretwell-Downing in the morning, and epixtech in the afternoon. Louise Bugg will send a letter to both vendors, with the various scenarios and the seven new questions generated during this meeting. TLN will handle the registration, everyone in the area is invited. An announcement will be made at the MALC (COLD, AICUM, Ccolleges) conference Thursday April 26th at Adrian College. The topic there is "InMich" the Innovative Interfaces product in use at some Michigan institutions.

Those on the Tech Committee will have the full RFP responses, but the others can have photocopies of just the responses covering their topics of interest; committee leaders can decide.

Box lunches will be made available for the Steering Committee at the May 1 demo; Suburban Library Cooperative will pay for the lunch. Bob Kelly took RSVPs.

On May 2nd, the Steering Committee will meet with the Technical Committee and each of the vendors, morning and afternoon sessions to ask pointed questions on what was viewed on the day before.
Detailed technical questions will be asked of vendors; we will need someone there who can answer out questions and can assure us.

Respectfully Submitted,

Gary R. Cocozzoli