

DALNET DATABASE STANDARDS MEETING

September 16, 1988

Members present: A. Evans (Chair, WSU), H. Ma (DPL), A. Pogany (OU), A. Sargent (UD)
Members absent: T. Shen (WCCC), C. Wecker (DALNET Librarian, WSU)

The meeting was convened by A. Evans at 9:45 A.M. in the Training Room of WSU Purdy Library.

I. OCLC New System Network Training Contacts Meeting:

A. Evans, representing AFLI (Association for Library Information), attended the meeting at OCLC on September 12-14, 1988 and gave the following report:

- The meeting covered the following aspects of the new OCLC system: Systems, hardware upgrade and training.
- Searching: Searching will be much easier and the "derived search keys" are improved.
Installed "and" in the search function; e.g., user can search personal author "and" corporate author as one search key, etc. in the new system. This will narrow down the retrieval and enhance the capability to search the current unretrievable records.
- Editing: Full screen editing will be available.
"Cut and paste" will be a new feature. This is the function of working with two records and transferring part of the data in one record to the other without keying in the data.
- Validation of records: Fixed fields will be checked for required values.
However, the system cannot check their correctness.
- Windowing will be available so the bib record and the authority record can be displayed on the same screen.
- OCLC transfer: Instead of the current printer port telecommunication of using the "Escape - Print" keys, the new transfer will be through the terminal's serial port with the new "Export" command. Therefore, new cables will be needed for the present Telex installations and possibly new configurations.
Further, only the bib records can be transferred in the first phase of development. Authority records transfer will be available in Phase II.
- To use the new system, all work stations need 640K memory (costs about \$500). Hard disc drive, though optional, is HIGHLY recommended, unless you want to flip several discs to do all the OCLC functions (hard disc drive prices vary). Any OCLC terminals with less than 640K memory can only function as a "dumb" terminal (OCLC recommends 10 megabites hard drive). Dumb terminals will not have "windowing" capability.
- To use Micro Enhancers, a hard disc drive is needed. With the new system, the limit is increased to 1500 records (up from 1000).
- It is recommended to TURN OFF the M300 terminals with hard disc drives in order to save on the wear and tear. This is because hard drives run continuously looking for "jobs" to perform.
- Training: OCLC will offer a lot of training by
 1. Training conducted by network librarians
 2. Computer-based instructions on PC: There will be three programs:

- a. Searching
- b. Terminal manipulation
- c. Editing.

To complete the whole program would take between 15-20 hours per person with hands-on time.

The first session will be on the workstation - Guide to use the CBT.

Individual authorization with password is needed for access. The access will also be of different levels. The current "partial" will be termed "limited".

- Schedule: October 1989 is the target date.
Field testing will be from June 1, 1989 for three months, with a one month gap between system production.
Only searching and cataloging functions will be available for the first year on the new system.
Release 2 includes: Additional searching capabilities
Authority work
Linked system project
Interface with online systems, e.g., campus system networks.
Release 3 includes: Resource sharing, e.g., ILL and union listing.
OCLC plans to run parallel old and new systems in its operation during the transition. The transfer to the new system will be gradual when each library is ready to do so.
- New System Reference: This is the reference function for the public services of using the OCLC database.
Will be available in Spring of 1989.
Dial up access mode works best, however, dedicated lines can be used.
BRS and DIALOG capabilities used to plan the New System Reference. Keyword and Boolean are available and can be used together with the Boolean "AND" in the software. OCLC boasts of giving the Boolean "NOT" new meaning in the New System Reference.
Holdings are displayed with the 3-letter library code. "DH" command will be increased to 20¢ from the present 17¢.
*Library patrons can use either Visa or Mastercard to access the OCLC database to do their own searching.
Computer-based training is also available. The experienced searcher would only need 20-30 minutes to run through the program while the new users need between 15-20 hours of training.
- CATS CD450: Has great potential and will be great for small to medium sized libraries with holdings mainly consist of LC records.
The question is what kind of interface is needed with the local system?
- OCLC will publish in the next six months a ILL directory of libraries which charge for their interlibrary loan services.
- Search CD450 now has added new databases.

- Quick ship is being discontinued.
- There will be a new way of doing OCLC profiling.

II. Proposal to the DALNET Board regarding the shared authority database/workload:

There are two options to accomplish the tremendous workload in order to maintain the integrity of the authority database:

- A. Distributed authority work among all DALNET libraries
- B. DALNET hiring Authority Person(s) centrally to perform the function.

Even with a central Authority staff, libraries with expertise in the fields would act as "consultants". For example, DPL would serve as resource for Library of Congress Children's Subject Headings, OU and DPL would share the responsibilities for music uniform titles, UD would serve as the Bible and religion tsar, etc.

The Committee unanimously supports option 2 for our proposal to the Board. Among some of the reasons are: Consistency and centralized control; quality control; it is cheaper and more manageable to have one central staff than to have the efforts duplicated at each site, especially considering the costs involved for personnel/salary, training, revision, etc.

The Committee suggested WSU look into the feasibility of unlocking some of the fields in the authority record such as 040, 690, 4XX, 644-646, etc.

The Committee went on to discuss the level of staffing needed for the central authority office. WSU has one person at present. It was suggested that since A. Evans knows the workload the best, that she would prepare this part of the proposal.

III. Database Standards Document - First Draft:

A. Evans prepared the first draft version of the DALNET Database Standards Document based on the Committee's previous discussions and distributed to the members. The Committee suggested minor modifications. A. Evans will make corrections for the next meeting.

"Dash-ons": A. Evans reported that at WSU if a separate record for the index or supplement to the main item cannot be found on OCLC, it is treating the item as a "dash-on" to the main record in the manner below:

- A. Add note to the bib record.
- B. Treat item as a multi-volume work; create volume holdings record and use the code "2" for the cataloging status code in the copy holdings record for "incomplete" holdings.
- C. Create item record for each piece; main title and index or supplement counted as separate pieces.

A. Evans suggested that committee members share this document with our own staff and send her comments and changes through the electronic mail.

The next meeting is scheduled for Thursday, September 29, 1988 at 9:30 A.M. at DPL in H. Ma's Automation Office. Parking has been arranged for A. Pogony, A. Sargent and T. Shen in the DPL guest lot. If you need any directions, please call H. Ma at 833-1479 or through PROFS.

Submitted by
Helen Ma (DPL)