

DALNET ACQUISITIONS TASK FORCE

Meeting Minutes

November 8, 1988

Present: B. Heath, Chair, H. Ma, DPL, A. Salisz, OU

Absent: C. Wecker, DALNET User Services Librarian

Barbara called the meeting to order at 10:05 A.M. in the Training Room of the WSU Purdy/Kresge Library.

The report to P. Spyers-Duran on Shared Vendor File Recommendations was read and approved.

The Committee then proceeded to the next item of our charge which was Shared Printed Notices and Reports.

The following is the wish list from the three institutions. Some items on the list can already be supplied by the NOTIS Acquisition Reports, especially if the information is coded correctly.

1. New books list: OU, DPL, WSU
Arranged by Unit, class number. OU further desires the break-down by reference vs circulation status as well as the statistical count of titles, volumes and copies.
2. List of journals and standing orders by vendor: OU, DPL
List of journals by country of origin: OU
3. Number of monographs ordered by fund: OU
4. List of all orders (received or not) on a given fund for a given period of time, but with status indicated: WSU
5. List of firm orders, or approvals, received on a given fund during a given period of time.
6. List of orders cancelled: WSU, DPL, OU
7. List of invoices passed by account number and vendor: DPL, WSU, OU
8. List of outstanding orders by fund: WSU, DPL
List of outstanding orders over a certain age: WSU
9. List of serials by subject, fund and language: OU
10. Titles come in on membership: OU
11. List of memberships by association name: OU
12. List of items costing more than X amount: OU
List of journals inflated by X amount over time: OU
13. Standing orders not paid in 3 years: OU

14. Average price paid per title by fund each year in 3 years so inflation rate can be predicted: OU
Average price paid per title, updated each year: OU
15. Fill rate of orders placed and received, system-wide and by vendor: DPL, WSU
16. Discount rate , system-wide and by vendor: DPL
17. Overdue orders follow up: DPL
NOTIS system report can supply this function now.
18. Expenditure reports by unit for all types of material: DPL
NOTIS system can supply information now.

The Committee will prioritize the list at our next meeting. It is recommended that once the list is drawn up, standards would have to be established as to what type of information is to be included in each report and notice, and how the data is to be coded. The incoming DALNET members would also have to abide by these decisions.

Submitted by,

Helen Ma