

## DALNET STEERING COMMITTEE MEETING

### Minutes

November 9, 1998

Botsford Hospital

Classroom C, Administration Bldg.

Members present: L. Bugg; D. Adams; K. Bacsanyi; J. Flaherty; J. Houser; P. Jose; M. Sheble;  
H. Masek

#### 1. Review agenda and draft minutes for 10/26/98

Minutes were accepted as distributed. Four WSU/DALNET staff are attending HUGM for three days in Raleigh, North Carolina. They have all been given assignments to cover sessions. They will meet with a number of Ameritech staff. The candidate for the Project Leader has declined the position. The search will be continued.

#### 2. Horizon Migration Projects

##### a. UD Mercy update

Work is continuing on the local campus network. There is instability and often times the network is down. J. Meiers from Ameritech is at UDM today and will connect the frame relay. He will be working at the campus of Outer Drive. There continues to be a number of clean-ups that are being worked on. The reference librarians are having difficulty adjusting to the down time of the network and the new interface that Horizon brings. There are major differences between Horizon and NOTIS and a period of adjustment is taking place. M. Sheble would like to provide training for the librarians on the new search interface. M. Sheble proposed that reindexing occur over the Thanksgiving break. They would also like to test the WSU test file. There has been a change on the way authority records work. Currently M. Sheble cannot run the day-end process that records fines. That process must be accurate and a three-hour block of time is needed which is difficult to find at this point in time. Other Ameritech staff will be at Outer Drive to assist with the installation of the frame relay.

##### b. Botsford update

All the forms, tables have been completed, the client has been obtained and they are in the process of switching to NT. The client was first loaded on D. Adams laptop. They will load the entire database as the number of records is small. This will be their test database.

##### c. DPL update

They have loaded the Horizon client on 33 staff machines. Staff are trying it out. The process of data entry of DPL's profile will be a major effort of great magnitude and will be difficult. Of major concern is the subfield K. For location and collection data they have over 156 pages with 44 lines of data for location and collection codes. Most collections have multiple item types. They have been talking with Ameritech to design a customized program for item types. They have pulled personnel from all departments and will have major data entry sessions. Sessions have been scheduled into December. For circulation they need policy review while they are filling in the forms and this will take time. Entering Locations, Collections, Indexes are complex because of the size of DPL. Wiring is progressing and they have installed frame relay into five branches. An order will be placed for a frame relay line for DPL/DALNET for the DPL server. Network access to Provo has been fast. DPL has a conference call with Jan Sheppard today at 2 about a program about item types. Louise Bugg was invited to participate.

##### d. WSU update

The WSU test file has been loaded and the WSU HICC (Horizon Implementation Coordination Committee) has developed a plan to test the records which have been identified by the reason selected. Some staff are very interested in testing the functionality of the system but this creates problems with keeping track of the changes that are made as the test progresses. Last Friday staff successfully got OCLC records to be imported. A 049 field filter has not yet been written.

Ameritech wants a list of what is needed for classification hierarchies. UDM has been working on this for three months. Anaclare has done this with NOTIS and will work with M. Sheble and Jan Sheppard.

e. Plans for next group to migrate

Documentation, briefing and preliminary work needs to be done before January for the next group. The new migration schedule was discussed with the clarification that the dates indicated mean the end of that quarter (e.g. June, September, December 1999). DIA has moved up in the schedule and DMC hospitals moved to Group 4 from Group 3.

f. Horizon client software distribution

Discussion occurred on the best way to deliver the latest versions—FTP or CD's. DPL prefers FTP while UDM prefers CD. It was recommended that the latest version be placed on a DALNET server so that the latest version could be sent via FTP. This would not work for UDM, so it appears that a variety of methods will be used to keep the latest versions available to DALNET members. Harry suggested that the latest version be kept on the Ameritech Library Services server and access codes be given to DALNET members so that the latest version could be downloaded. Ultimately the Help Desk would maintain the latest tested client on a DALNET server and notify all DALNET libraries when it is available for downloading.

g. WebPAC 1.3 and Training

The current WebPac 1.3 version is only available for NT servers and not for the Solaris server which will serve DALNET. We need a date when WebPAC will be available. UDM staff and some WSU staff have been trained but we will need training for DPL and Botsford. We will also need training on Reportsmith and System Administration. Tim Hyde will be coming to train on Sybase so perhaps he could set aside a week in December to address all the training needs.

3. Horizon Acceptance Testing Plan (Rider H)

Some of the enhancements are tied to payment and a major payment would be due for Horizon in March 1999. The goal of the discussion was to decide how DALNET wants to prepare a plan to test Horizon functionality for acceptance. Two libraries should be operational. How to test and what constitutes acceptance are two issues that have to be addressed. Also at issue would be the timing of the upgrade to 5.1 and testing. Louise Bugg would like to test functionality in the test database not the production database. But there will have to be some testing of the production load. Should there be a freeze on activity until there is acceptance of the production load? It maybe necessary to load, tweak and then reload data and then test for functionality. UDM has no test file but with all the changes that have occurred it will be necessary to rebuild the file. Who should do the testing? Should existing Task Forces be involved? Several would be good candidates—Acquisitions, Serials, Circulation Standards. The four libraries that will be up by March 1999 should also be involved. Testing will be placed on the schedule. A listserv for information about data migration has been established and Jeff T. will be the listowner. Harry, Randall, and Jan and other Ameritech staff should be on the list. Debbie, John and MaryAnn should also be on it along with WSU/DALNET staff.

This topic deserves further thought and will be kept on the agenda for discussion. Testing of WebPAC is also important.

4. Product Enhancements

- a. Ameritech staff will meet with the four WSU/DALNET reps at HUGM. Ricc Ferrante has been assigned to identify key Ameritech people who will work with DALNET staff on the enhancements. DALNET needs to give contact names to Ricc so that communication can begin. Contact names were discussed:

Shared patron Record Task Force—Anaclare

Authentication—Anaclare

Shared Authority—Randy Call

Children's Catalog—John Houser (Interim)

Statistics—relates to security for shared files especially.

Booking Module—L. Bugg (Interim)

ILL/Doc Delivery—L. Bugg (Interim)

ILL and Doc Delivery Team needs to meet to have a conference call with Ameritech staff.

- b. DALNET TEAM for Enhancements  
Bill, Louise, Ricc, and Harry need to meet to get this organized to establish contacts.
  - c. Letter from DALNET Board to OCLC  
L. Bugg has learned that CIC has been working on a module to link to OCLC ILL. The RSS product has been moving along with the help of Randy Menakes. DALNET needs to get involved with RSS testing. Louise asked if she could contact Randy.
5. **Horizon Task Force Reports/Issues**
- a. Shared Patron Record Task Force. Notes from a meeting with Jan Sheppard on 10/29/98 were discussed. These will be discussed with R. Ferrante at HUGM.
  - b. New Task Force Chairs. Bob Chapman will be chair of the Acquisitions Task Force and David Murphy will be asked to chair the Serials Task Force. An updated list of all the Task Forces was distributed and the proposed charge for the ILL/Document Delivery Task Force and proposed members was sent to Margaret Auer for Board approval.
  - c. Statistics Coding Task Force. DPL will be looking at Sudocs and Dewey Istats. These are on hold at the present time. The LC ISTATS have been approved as revised for medical classes.
  - d. Domain name. Until a decision is made re. a name change for DALNET, Louise will reserve Dalnet.lib.mi.us for one year (at most \$70per year).
6. **Others**
- a. Information Hub Showcase April 1999 expectations and project updates.  
The SC committee again discussed the probable showcase features to be shown which include:
    - Demonstration of UDM, WSU, DPL, Botsford catalogs
    - Links to full-text and images
    - Demonstrations of DPL, UDM, and WSU digitizing projects
  - b. NetPublisher evaluation  
UDM has received a copy but needs an authorization code from Ameritech. Bill Easton will be asked for a password. The question arose as to what does Netpublisher do and do we want it? Carl Grant is the contact person at Ameritech. It was suggested that a demo of Net Publisher be given at the next DSC meeting. It will be last item on the agenda for DPL, WSU, and UDM and any others interested in the product.

Meeting adjourned at 10:55 am

NEXT MEETING: November 23, 1998, 8:30 –noon, Detroit Public Library

Minutes recorded by K. Bacsanyi