

DALNET CIRCULATION COMMITTEE

Minutes

January 20, 1998

Present: Suzanne Taravella OCC, Mary Ann Shelli UDM, Betty Nelson UDM, Carol Sims WCCC, Terrence Potvin DPL, Janice Miller Macomb, Ruth Ewald Macomb, Louann Stewart Oakland, Becky Riesterer Walsh, Steven Vest and Anaclare Evans WSU

looked

1. Patron File Loads:

- A. University of Detroit has loaded.
- B. OCC files are incomplete
- C. Tape loading of some sites may require extra time for the systems office to keep the computers down. In these cases the system may be brought up a 7:30 rather than 6:00.
- D. Tape loading is projected to be finished by the end of February.
- E. WSU will be the last site to load.

2. Bill and Fine Creation:

- A. (See attachment of open patron bills.)
 1. These are raw numbers of total open bills.
 2. Numbers do NOT reflect numbers of patrons.
- B. Billing Choices
 1. Four billing choices should be reviewed by individual sites.
 2. Billing may be run in February if method has been approved.

3. Wayne I.D.'s:

- A. Current WSU I.D.'s have no expiration date.
- B. These I.D.'s can be used for identification for the remainder of the semester.
- C. WSU will be working with the Registrar's office in order to correct problems with the current I.D.'s .

standard

4. Patron Record Standards:

- A. Patron records created by various sites are deviating from the standards established when DALNET began.
- B. Each site should review the standards both to see if they are in compliance and to see if changes need to be made in the overall standards.