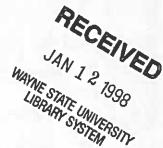## DALNET DATABASE STANDARDS COMMITTEE
December 4, 1997
Wayne State University, SEL RM. 15

Present: Rex Dotson (DPL), Anaclare Evans (WSU/DALNET), Birong Ho (WSU, Chair), Adriene Lim (WSU/DALNET), Ann Pogany (OU), Donna Roe (UDM), Theresa Shen (WCC), F. White (MCC)

1. Subject Authority Standard Documents

The Committee revised draft for DALNET Subject Authority File. B. Ho will incorporate the change and submit to DALNET Office for approval and distribution.

2. Accuracy of DALNET Data Survey

Some DALNET Catalogers and Circulation Staff have responded that they did not have the chance to fill out surveys. The Committee members agree to identify the members in their Institution and facilitate the completion of the survey.

B. Ho and A. Lim distributed the final report for the Committee member to verify if there are some input errors. Areas that need more examples were also identified.

A. Lim is compiling a recommendation list which will identify problematic areas and areas to be revised before the data migration.

3. Catalogers' Forum

The Committee agree that there should be a catalogers' forum in addition to our foreseeable busy schedule for next year. The tentative date will be in May. The theme will focus on System Migration. Instead of the formal presentation, there will be several information sharing sessions.

4. DEMO: Trellix

F. White demonstrated Trellix: a software program used to create documents for Web. F. White uses it to create online training materials for cataloging staff at MC and input AACR2 rules and NOTIS BIB format and Glossary of Terms. The software needs Pentium workstation equipped with a minimum of 160 MHz, and 16 RAM. The Committee members were very impressed with the capability of such software and identified how they could use such software, especially so affordably priced.

5. Questions and Answers

A. Pogany asked whether it is permissible to revise LC practice in uniform title for serials. B. Ho will collect the related information including WSU policies for the Committee to review.

6. Next Meeting will be held Wednesday, January 28, 1997 at 9:30 a.m. - 12:00 p.m. at WSU's Science/Engineering Library, Rm. 15

Notes by B. Ho

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/bho