DALNET DATABASE STANDARDS COMMITTEE
Minutes - September 14, 1993

Present: C. Audia, A. Bondar, R. Call, A. Evans, A. Pogany, D. Roe,
           P. Shun, C. Wecker, K. Zinterhofer

Absent: T. Shen

The major item of business for this meeting was planning for the
Committee-sponsored Users Meeting to be held in the Detroit Public
Library's Explorer's Room on Monday, November 1.   [Note: The date of
the Users Meeting was changed to November 8th.]   The meeting will be
held from 10 to 3:30, with registration (and a chance for attendees to
talk informally) from 9:30 to 10:00.

Since the Meeting is taking place on Monday when DPL is closed to
the public, parking will be available at the Library.   C. Audia is
handling food arrangements.   Box lunches will be purchased from
Lefkowsky's Deli; registrants will be able to indicate if they wish to
purchase a box lunch and make food choices on the registration form.
The Committee will purchase bagels for the morning; DPL will supply
the coffee.

The morning portion of the program will include reports on various
NOTIS cataloging/authority-related meetings and activities.

   .Format Integration -- background and implementation by NOTIS:
    C. Audia, A. Evans and D. Moody (UDM) will report on the ALCTS
    Format Integration Workshop; A. Evans will report on the NOTIS
    Users Group Meeting session(s) covering this topic.

   .NOTIS Users Group Meeting: A. Evans, H. Ma, A. Sargent and
    C.Wecker will report on cataloging/authority-related issues/
    information from the NUGM.

   .NOTIS "Cataloging/Authority Rewrite": A. Evans will report on
    the work of the NOTIS Cataloging/Authority SIG-sponsored group
    developing specifications for major changes to the NOTIS
    cataloging and authority module.   (A. Evans is a Chair of this
    group.)

   .Michigan Research Library Triangle (MRLT) cataloging/authority
    meetings: A. Evans will report on the effort underway between
    the three University libraries in the area of cataloging and
    authority, including a meeting held earlier this year and a
    meeting to be held this Fall.

The afternoon portion of the Meeting will include presentations on cataloging of looseleaf materials (speakers yet to be finalized), catalogers' workstations (A. Evans); and NOTIS cataloging/authority workflow models (D. Roe and A. Sargent (UDM)). The remainder of the program will be an "Open Forum" allowing staff to ask questions/discuss anything related to the NOTIS cataloging and authority process. Registrants are asked to send in questions, concerns, and topics they wished to be covered prior to the Users Meeting. There will also be a box available at the Meeting for attendees to submit questions and suggest topics they wish discussed. Committee members will determine prior to the meeting and during lunch who will address the various topics that have been submitted. Also, people can bring up anything "from the floor" during the Open Forum part of the program.

A. Evans will draft a flyer/registration form for this meeting; Committee members need to review and respond to her quickly with desired modifications to the form. Flyers will be sent to NOTIS Project Managers for distribution to appropriate staff in early October. Registrants will be asked to include their area of specialization (i.e. music cataloging, authority) on the form so that a list can be distributed of all participants' names, institutions, phone numbers, and area of specialization.

C. Wecker reported the following:

.Walsh College's database will be loaded into the NOTIS production region the weekend of September 25. Cataloging/Authority training for Walsh College staff will begin the following week.
.Wayne State's Reuther Archives received a DALROC grant to do a OCLC Microcon project for its collection of over 12,000 books and serials. Work will begin shortly on this project; titles will begin to appear in LUIS this Fall.
.Reuther Archives also received a Title IIC grant to catalog its Archival collections on OCLC/NOTIS. Work on this project will begin in November.
.At the end of August, the Systems Office began to transmit bibliographic records for Botsford Hospital and Macomb Community College over the Internet to OCLC (as has been done for Wayne State since early this year).

C. Wecker distributed samples of Cataloging QuikReports done on Botsford Hospital's production database. Committee members are asked to report to C. Wecker by October 15 regarding which reports they are interested in, a priority ranking of the reports they wish, and an indication if there are any of these which would need to be modified for use by their institutions.

Notes by Charlene Wecker