

Single Database Task Force

Meeting Minutes

Wednesday October 6, 2004 UDM Library Conference Room 206

Present: Sara Martin, Chairman UDM, . Mary Ann Scheble OCC, Lois ^{Grogan}~~Koogler~~ MCC, Marilyn Dowd DMC, Mary Carr MCGH, George Marck Dalnet, Jackie ^W~~W~~orsch Dalnet,

Excused: Elizabeth ^W~~W~~orkley Oakland Law,

Meeting Began at 9:15am

Review of Charge of Task Force by Board

1. Develop a timeline of tasks to complete to implement a Single Database
2. Decide priority of work that needs to be done to implement.
3. Decide Completion Date. (Before 8.0 release, within 1 year)
4. Present to Dalnet Board Dec.13, 2004

Discussion: Originally thought to target being ready for release of Horizon 8.0. Due to Dalnet Staffing levels, and Dynix product still in development, task force recognizes need to move at earliest feasible point. On 7.32 (less than 1 year).

Task Force will meet each Wednesday at UDM 9-11am October & November.
Recommendations will be presented and discussed Special Meeting for Project Managers Monday Dec.6 OCC 2-4pm prior to submitting to Dalnet Board Dec.13.

Dynix seems positioned to assist. George will speak will Dynix for timeline regarding 8.0 rollout of modules for us to have complete product. 7.32 Security issues will also be discussed. Since this will effect our timeline, George will report back.

Brain Storming Session followed to identify key tasks to be accomplished/developed. Sub-committees will be established, and the membership will be recruited for assistance. Some key tasks have been listed for scope of subcommittee work.

Patrons-Priority list of record loads,duplicates, local import of records, record match
Serials-

Reciprocal Agreements-clarify, patrons multi-member access points

Security-system, administration

Searching Public Interfaces-Syndetics, Enriched content, Serials Solutions, Display
home & other libraries that have same bibliographic record.

Acquisitions Module-

Authority Records-clean up vs. fresh start, Record ownership

Cataloging-moving information from bib record to item level, 856 MARC fields, Subject
Headings, Local notes 590 & 740 tags, record match points

Database Standards Committee will be contacted for info of what already exists for each
Module. *Review existing standards & documents

Jackie will ask ~~Ann~~aclare for update.

Survey –library profile to review types of records (gov doc, netLibrary, etc. formats)
-modules used by members as indicator of priority placement

PRINCIPLE: Preserve Individuality where possible. (through HIP)

Tasks:

Search for Library Profile survey from ILS ^{renew} –Mary Carr

Dynix 8.0 Timeline-George

Database Standards Committee update with Ann ~~na~~clare-Jackie

Search additional survey tools-Mary Ann

Meeting adjourned 10:55am. Next meeting 10/13/04 9a.m. UDM

From: "Sara Martin" <martinsjk@udmercy.edu>
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Subject: Meeting Tomorrow
 Date: Tue, 12 Oct 2004 14:54:09 -0400
 X-Mailer: Microsoft Outlook, Build 10.0.2627
 X-Junkmail-Status: score=30/50, host=mirapointms3.wayne.edu

Hi everyone,
 I'm sending the minutes from the last meeting. Please plan to print them off and bring them with you to the meeting tomorrow. I'm also forwarding information from George Marck. See you tomorrow at 9am.

 Sara,

I've gotten a few answers from Dynix and it appears that in terms of a timetable we should probably move to 7.4, consolidate into a single DB, and then move to 8.0, so then the timetable for 8.0 is probably irrelevant. I've also been concerned about how much of the serials, acquisitions, and circulation data would move over and it appears that much of it can be preserved, acquisitions data might be the hardest to move but even much of that can be preserved. Can you pass this on to the task force? Thanks. George.

Sara Martin, Associate Dean
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I'm including a couple of links to maps of the campus.
<http://www.udmercy.edu/about/drivingdirections.htm> (Driving directions)
<http://www.udmercy.edu/about/mcnmap.htm> (Campus map)

(Picture of the library)

