DALNET
Database Standards Committee
Minutes
November 21, 1988

Present: Anaclare Evans, Chair (WSU), Helen Ma (DPL), Ann Pogany (OU),
           Anne Sargent (UD), Theresa Shen (WCCC), Charlene Wecker, guest
           (WSU/DALNET Librarian), Barbara Whitney (MCC).

The meeting was convened by Anaclare at 9:45 a.m. in the Training Room
of the WSU Purdy/Kresge Library. The minutes of the October 20, 1988
meeting were approved as distributed.

Anaclare passed out the revised 5th draft of "DALNET DATABASE STANDARDS"
to the committee for discussion. The committee agreed to make the
following changes:

> Delete "Those headings to be retained are: Library of Congress
> Subject Headings, Medical Subject Headings, LC children's subject
> headings, and the locally assigned headings."

> Change "were" to "are": "The members must also update, upon
> notification, any subject headings they do not use which <u>are</u> present
> on records they transferred."

> Change "their OCLC agreement" to "OCLC agreements", "Libraries are
> responsible for inputting bibliographic records for all titles they
> would normally catalog, adding their holdings to OCLC according to
> <u>OCLC agreements</u>."

Louise joined the Committee later, and added two more changes:

> Delete "Subject heading systems not used by one of the DALNET
> members will be deleted."

> Change "NOTIS bibliographic files have separate files for each
> processing unit" to "NOTIS bibliographic records are stored in
> separate file for each DALNET processing unit."

Anaclare pointed out that a global heading change requires a good change
of form of names, but a comptible change of dates. Only WSU's staff
are authorized to do global changes.

Charlene mentioned Louis's comments on "PROPOSAL FOR DISTRIBUTED AUTHORITY
DATABASE MAINTENANCE." She said that Louise felt that the Committee
should add cost figures to the centralized model, to hire contractual
programmers for the combination model, and to add costs to the decentral-
ized model.

Anaclare will find out the hourly rate and the hours required for
programming for the combination model.

Ann Pogony asked two questions.

    a) When will the authority tape be loaded into NOTIS? Louise
        replied that it will start at the beginning of December, 1988.

    b) When will the merge heading index become effective? Charlene
        will follow up with the date.

The Committee reviewed and modified the DALNET PROPOSAL FOR DISTRIBUTED
AUTHORITY DATABASE MAINTENANCE, it agreed to include the following changes:

CENTRALIZED MODEL:

Change "resolve conflicts" to "to notify DALNET members to resolve
conflicts."

Delete "probably at WSU."

Change "they can't do themselves" to "to records not their own."

Add "at WSU" after "additional staff."

Change "specialists" to "specialist's", "assistants" to "assistant's."

COMBINATION MODEL:

Change "the local note field" to "the group of note fields."

DECENTRALIZED MODEL:

Move "Some libraries might be responsible for only certain subject
titles files controlled by a given thesaurus." to BACKGROUND.

Change "ignote" to "abanden."

Change "to be undone" to "to remain undone."

Delete "The advantage would be that the work would be shared by all
and each would be equally responsible for seeing that the work was
done in a timely manner."

RECOMMENDATION:

Change "combined" to "combination."

Change "modify" to "modify."

Change the last sentence to "The Committee strongly endorses the
combination model, since we can't have that, we prefer for now the
centralized model for the reasons of economy and scale."

Anaclare suggested to the Committee to think about hiring pareprofessional staff, a half time staff or using 5% of each 10 persons' time from each institution to handle the decentralized model.

The meeting was adjourned at 12:45 p.m. A Christmas lunch was planned at Shih Shih Restaurant in Windsor. Helen Ma and Theresa Shen will take care of the menu and reservation. Bon appetit!

The next meeting will be held at 9:30 a.m. on December 15, 1988 at WCCC.

Submitted by Theresa Shen.

TS/wfa