DALNET CIRCULATION STANDARDS COMMITTEE
SIX MONTH SUMMARY OF ACTIVITIES
Jeffrey Pearson, Chair
6/7/94

The Committee has been involved in the testing, evaluation and distribution of NOTIS QuikReports. QuikReports provide statistical information on a variety of Circulation-related activities, such as: Items Charged, Discharged, Renewed and Browsed Reports; Bill and Fine Summary Report; Lost and Missing Items Reports; Most Popular Titles Charged, Recalled and Browsed Reports, and others. Summaries, descriptions and samples of each report were distributed to DALNET Project Managers, who reviewed this with their staffs for comments on desirability and distribution frequency. The Systems office will review results and develop a schedule for running reports as well as a time frame for requesting "on demand" reports.

The committee evaluated and determined the best use of the NOTIS Bill and Fine Purge program, and members of the committee tested the program successfully. Plan for the Purge was cleared with DALNET Project Managers, and on January 9 all closed billing records over one year old, and open billing records over one year old and $1.99 or less were purged from the patron files and archived on computer tape. Bill/Fine Archiving will be performed on an annual basis.

Vanderbilt University Statistical Reports were examined and evaluated by the committee. The reports provide statistics on use of books by call number range. Distribution of reports was approved and the Systems Office will run reports for DALNET libraries every six months.

Committee has continued to provide recommendations for enhancements to the NOTIS Circulation Rewrite Committee, which provides input to NOTIS for the design of Release 5.2, a complete re-write of the NOTIS Circulation module. The committee will be instrumental in the testing, evaluation and DALNET dissemination of Release 5.2, now expected the first quarter of 1995.

The Circulation Standards Committee has examined documentation for NOTIS PACLoan. A subcommittee comprised of staff from Oakland University and Wayne State has been formed to plan for and begin testing of ICL this Spring. Procedural issues/questions that arise as the Subcommittee begins its process will be on future agendas for the Circ Standards Committee; policy issues will be recommended by the DALNET Access Committee.

The next priority related to Circulation is the Patron Purge. The NOTIS documentation on the Purge has been examined and discussed. The Purge will delete patron records based on patron record delete dates. The committee and Systems office will attempt to determine a method for inserting delete dates on expired records, make determinations on parameters for the purge, and proceed with testing and implementation.