

**DALNET DATABASE STANDARDS COMMITTEE**  
**Meeting Minutes**  
**September 12, 1989**

Present: Anaclare Evans (Chairperson), Audrey Bondar, Helen Ma, Ann Pogany, Anne Sargent, Theresa Shen, Charlene Wecker, Karen Zinterhofer.

The meeting began at 9:45am with introductions all around as it was the first meeting attended by Audrey and Karen.

Charlene then made a series of announcements:

- 1) Wayne State University/DALNET was asked to test the 4.6 release (which includes the merged heading index for staff use) during the next 2 weeks. They are creating files with guaranteed conflicts for the test.
- 2) Anaclare is doing part of the authority workshop at NUGM.
- 3) Nancy Hunn, a consultant from NOTIS is coming in October to review the possibilities for authority workflow examined in this committee's report to the Board last year. She will meet with both WSU and DALNET people during her stay here. (Anaclare will be on medical leave for most of October and November but will be available by telephone.)
- 4) DPL is in the midst of bringing up its first branch library (Chandler).
- 5) At the MLA Conference, there will be a NOTIS Users meeting that will focus on public service aspects (keyword searching, OPAC, and bibliographic instruction).

Helen followed this last announcement with another one: the MLA Technical Services Forum is sponsoring a preconference workshop on authority control. There will be a program on Thursday of the Conference to summarize the preconference and continue discussions begun at the preconference.

Anaclare then requested DALNET members to send their questions directly to Charlene while she is on medical leave. Anaclare will continue to be available via PROFs. Her home telephone number is 542-9075.

The Committee then addressed the current draft of the Minimal Level Bibliographic Record Standards document. No major changes were made, but an introductory paragraph was added before it was approved for consideration by the DALNET board.

Comments from the Wayne State University administrators were then discussed as the Committee reviewed the proposed Name/Series

Authority Policy. Some concern over authority for uniform titles was expressed. The Committee consensus was that authority for uniform titles is not always necessary. The question of how to identify local references added to authority records was raised and debated. At this point, the only way to tell is to compare the record with the source file. There is no other possibility in NOTIS now.

The proposed LC Subject Authorities in NOTIS DALNET Policy was also discussed. Some changes were made to make the statements in this policy consistent with the Name/Series one. At this point, the possibility of loading LCSH tapes and perhaps MESH too was brought up. They would be part of a separate processing unit. Records could then be claimed by members to add to the DALNET authority file.

The Committee's next project will be to create a list of SAS reports that it would like to have generated off of the database. In an initial brainstorming session, the Committee came up with the following ideas:

- 1) New titles cataloged, by location and by format as well as by level of copy (LC, member, or original).
- 2) Pieces added, by location and by format.
- 3) Withdrawals (deletes), by location and by format.
- 4) Number of overlays.
- 5) Authority records created and transferred by type.
- 6) Authority records deleted by type.
- 7) Unlinked records in the database.
- 8) Provisional records in the database.

At its next meeting, the Committee will look at these and other possibilities and arrive at a consensus of which SAS reports to request. Members were asked to PROFs ideas for reports to Anaclare Evans soon for forwarding to Louise Bugg. She will return her comments to Anaclare for our next meeting.

The next meeting was then set for Tuesday December 12, 1989 at 9:30am at Wayne County Community College. Theresa Shen will provide directions later. The meeting will be followed by lunch at Shin Shin in Windsor.

The meeting was adjourned at 1pm.

Submitted by Anne Sargent

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