DALNET Steering Committee Agenda
September 27, 1999
University of Detroit Mercy

Review of Agenda, Minutes	**8:30-8:40**
Frame Relay (Masek)	**8:40-9:00**
Course Reserves T.F. **Membership**	**9:00-9:10**
Lana Porter Visit **Action Items for Ameritech**	**9:10-10:00**
Implementation Updates	**10:00-10:30**
Other, Announcements	**10:30-10:45**

Minutes: Jim Flaherty

DALNET Steering Committee Draft Minutes of 9/27/1999

Present: Scott Muir, Deborah Adams, Karen Bacsanyi, Louise Bugg, Randy Call, James Flaherty, Phyllis Jose, George Libbey, Mary Ann Sheble, Nancy Skoronski.
Guest: Harry Masek.

Frame Relay. Masek reported the delay was caused by AADS assigning five different Project Managers to this assignment since August, all of whom made the same mistake of pointing to the DPL not the WSU server. AADS should have handle on orders and do this week. Will be getting addresses from WCCC and OCC. Need to know who will be the DPL contact. Muir will call Masek with name. Additionally MCC and Beaumont will be connected this week.

Also, we can point to only one server at a time. Each library must do this physical change, or have it done for them, if so desired. AADS (John Meiers) will do changes until DALNET person gets trained. Melvin (?), the new Systems Administrator, has responsibility for wide area network and Frame Relay. Masek needs full name and phone number.

Muir says we will load all except DPL on WSU server first, then figure load balance. L. Bugg wonders if WSU server has enough space.

Also, WSU needs AADS help for Frame Relay configuration in its plan for firewall. Meiers has been alerted to this by Masek. WSU will first place test server behind firewall, then, if this works OK, the regular server; but wants Ameritech to install.

Only other Frame Relay problem: Masek not comfortable with what DMC really needs for Frame Relay. He needs to know furthest DMC connection, and also who is on the ring. DMC will complete the current orders for Frame Relay.

UDM Outer Drive: Circuits OK now; so can switch from Internet to Frame Relay when they are ready. Current holdup is that two UDM servers crashed last week; so too busy now to make any change to Frame Relay.

Masek wants conference call re: DPL's internal Frame Relay aaddresses.

Highland Park will be a "standalone" DALNET library, not on the DPL network.

Horizon Course Reserve Task Force: (see handout for description, charge, end of assignment date and members) Maryann Sheble will take responsibility of convening, and volunteers to chair if TF so desires.

Children's OPAC: Mary Anne Nagler is OCC's rep, Ruth Biersdorf will stay on as member, Gail Orange and Scott Muir will be co-chairs

Lana Porter Visit – Action Items for Ameritech:
1. DALNET must have realistic delivery dates for seven enhancements. We need to plan for transition, e.g. shared authority file for which WSU is trying to figure what to do. If DPL, say, is also a master for authority records, how will we join WSUL's and DPL's. If there was normalization, there would not be so many stubbies. If we need a manual cleanup, can only do this once. If Sunrise project can automate deduping for us, we need to see this.

DALNET Steering Comm Draft Minutes 9/27/1999 – page 2

2. WebPac 1.3, which is to be installed this week, is still Beta and we will be the test site. We need to have a major stress test with a big load, need to know what to look at, how big a problem, eg. Reboot the server once a day at off time, or will server lockup when it hits high capacity no matter what time of operation. Who will actually be doing this Beta test? Would be better to have 1.3 on one site first, then move out to others. DPL especially needs 1.3 operating because only seven records display in 1.2. Lana Porter knew in July from conversations with the DALNET Board that this was and is a top priority.

3. System Performance is still a serious issue. If we have to place all libraries on one server, this is even a greater problem. So far, to improve performance Jeff Treziak has had to turn off some major standard features, like Sort to get current records, and Holdings for Serials.

4. Unique ID: Ameritech now proposes that Sybase offers this. But the problem is that we need to be sure there are no duplicate records when we reload. What will Ameritech do so various library Sybases will know to assign different IDs? Social Security Number will not show as a matching point with this approach. WSU's PID (Personal ID) appears to be only for students; so will need the Sybase (or other) unique ID for Faculty and Staff. DPL will "somehow" link the unique ID to library cards; but we don't know how this will be done. Houser said there was a way [but he has resigned; so who knows?].

5. The shift from implementation help to support needs Ameritech assistance. We need to give Lana Porter feedback. Muir says mechanism is in place and working well in some areas, but how soon an individual library can expect a response needs to be made clear. Muir says first DALNET attempts an answer; but if problem gets delayed because of DALNET staff on other important projects, a bottleneck appears here. Once a problem is sent to Ameritech, we do need to persue it, but on most critical issues, Ameritech has responded in 48 hours. Since we are partner with Ameritech in this development, we need more of a response than "the system was designed to work."

6. We need a strategy for future release migrations, e.g. 5.2, etc. There is no fix right now; so we need help on what versions can be up simultaneously. Masek will talk with Meg (?) and Development.

7. AADS problems: If these still persist by 10/11/99, need to get Masek some help to move AADS on target. At present, we keep getting new dates. How can DALNET be a model Information Hub if we cannot let potential customers call a library to see how the system is working? L. Bugg is struggling with this connectivity/new customer problem. Masek says that if the Frame Relay is not in on this Friday, 10/1/1999, the issue goes to Lana Porter who will get in contact with AADS executives.

DALNET Steering Comm Draft Minutes 9/27/1999

Implementation Updates:
Group Four: Muir says we will miss October migration date because Ana and George plus many others have been working on current serious problems; but OCC & WCCC's Marc2Ser are loaded. DMC has made the least progress. Group Four needs to move as quickly as possible in all testing and preparation for migration. Need to note that the last day to be able to contact WSU personnel before end of the year will be 12/23/1999. The problem with Group Four is there are so many sites to be tested; so probably need each library to set up timetable for tests.

Group Five: Presently these are some DMC libraries and DPS Professional library. DPS is in final contract signing and will get some preliminary training soon.

Group Three: OCL aand Walsh are on WebPac; VA is not because staff changes and their firewall problem. The solution for VA is to put the library outside the firewall.

Group One: UDM, as mentioned, has two servers down in past week preventing Frame Relay at Outer Drive; stubbies keep appearing and don't know where they are coming from. Fran Krampaski of WSU is working on Reportsmith to see if report can generate showing where stubbies coming from. But there needs to be a stategy for **all libraries.** If DALNET must live one full year for Sunrise and normalization, we have a very serious problem.

DPL: Bib load done, near Production load. With John Hauser's sudden resignation last Thursday (9/23/1999), no one at DPL knows Unix or Sybase. DPL intends to go live with whatever branches are up; but will not occur 10/8/199 as planned. Now considering transition with the possible use of contract workers.

WSUL: Wants to go live with Acquisitions in October and to cease all NOTIS operations. Testing has just started on this. Ana Fidler has put in the latest Ameritech fix for system performance. Now, Ameritech is explaining to Ana and George how to make the fixes. The new backup tape piece has just arrived. Firewall is on order.

Botsford: Stable, addressing problem of serials routing; having Reportsmith training; took six months to clean up database, even though small library.

Next Meeting: 10/11/1999 at Botsford, scheduled to end at 10:30a.m.