DRAFT - ODIN ADVISORY COUNCIL MINUTES
October 2, 2000
Holiday Inn, Renoir/Russell Room, Bismarck, ND

Council members present: (*indicates voting representative): *Dennis Page, Chair – Grand Forks Public Library *Wilbur Stolt – UND Chester Fritz *Lillian Crook – Dickinson State *Jerald Stewart – NDSCS – Wahpeton *Joe Linnertz – ND State Library *Ted Smith – ND Supreme Court Law Library *Darryl Podoll – Valley City State *Kelly Hell – Williston State *Jan Wysocki – MSU/Bottineau *Gary Gott – UND Thormodsgard Law Library *Lila Pedersen – UND H.E. French Library of the Health Sciences *Larry Greenwood – Minot State *Marcella Schmaltz – Bismarck State College *Sarah Batesel – Mayville State University *Phyllis Bratton – Jamestown College *Eileen Chamberlain – Meritcare Hospital – THOR representative	**Council member libraries absent:** Lake Region State – Devils Lake Fargo Public Library Dickinson Area Public Library Dickinson High School Trinity High School - Dickinson Hillsboro High School/Public Library Trinity Bible College - Ellendale ND School for the Blind – Grand Forks ND Youth Correctional Library - Bismarck ND School for the Deaf – Devils Lake Leach Public Library - Wahpeton **Others present:** Grant Crawford – ND University System Mark England – NDSU Libraries Doreen Rosevold – Mayville State University Leeila Bina – MedCenter One Health Systems Library Gary Johnson – South Dakota Library Network Jane laPlante – Minot State University Susan Podrygula – Minot State University Doris Ott – ND State Library Cynthia Larson – ND State Library Marcella Kramer – ND Supreme Court Law Library Tony Stukel – ODIN Office Ellen Kotrba – ODIN Office

Chair Dennis Page called the meeting to order at approximately 1:10 p.m. He welcomed Wilbur Stolt, UND Chester Fritz Library, to the Council.

Page moved **to have the minutes approved from the last OAC meeting held April 17&18, 2000** with the following corrections:
Under "Governance meeting" change Pederson to Pedersen and rewrite 1st sentence to read:
It has been requested that THOR be given one vote. Seconded by Marcella Schmaltz and approved.

ADVISORY COUNCIL COMMITTEES
Tony Stukel reviewed the committees and their charges. Members had been directed to the URL http://www.odin.nodak.edu/staff/ac_committees.html before the meeting. Page would like to clear the OAC committee slate and rejuvenate as needed. He noted there really were no beginning or ending dates to member terms and no mechanization in place to replace members. It was suggested that the minutes be checked to ensure that no prior motions required any committees to be in place. The Council had no objections to Page reviewing the committee structure. Page would appoint necessary committees before the Spring 2001 OAC meeting.

Gary Gott wondered what type of strategic planning ODIN might be involved in as the NDUS campuses are involved in these types of exercise at present. Stukel indicated that ODIN has been required to produce a technology plan by the legislature since HB1034 was passed. Strategic planning by the ODIN libraries is desirable to put into this legislated planning process. The biennial plan deadlines mean that the ODIN plan must be submitted in the first quarter of even numbered years so that it can be part of the state budget process.

Discussion of a strategic planning process followed. The need for a facilitator was discussed. Lila Pedersen has been trained as a facilitator on the UND campus. Others felt that an outside facilitator would be a better approach. It was felt that using a facilitator would make the process more productive. Gott felt that such a process would help address how ODIN fits in the Roundtable.

In relation to the planning discussion Marcella Schmaltz brought up the WAN (Wide Area Network) document distributed before the meeting. She observed that ODIN is mentioned many times throughout the document, as "ODIN will". Her question was are we committing ourselves? Stukel indicated that he was asked on short notice to respond to how ODIN could participate in the WAN support plan that was in progress. Most of what was proposed was a request for money to purchase databases for the network. The other things mentioned were ways of getting more use out of things the libraries are already doing, such as training, as well as getting database vendors to provide more training. Concern was expressed regarding the WAN plan and the Associate of Arts program that NDUS may be committing library resources to programs that libraries may not be ready for. Are there dollars to support the library services these programs may require? Libraries need to be proactive and it was felt that the strategic planning effort by ODIN libraries would be an opportunity to assess our existing resources and services, to identify how we can meet existing needs, and identify what needs could be expected to grow beyond current resources.

Gary Gott and Lila Pedersen **jointly moved that the ODIN Advisory Council, in conjunction with the ODIN Office, develop a strategic plan within the next six months.** Seconded by Wilbur Stolt and approved.

MIGRATION TO NEW SYSTEM UPDATE

Tony Stukel reviewed the outline of the history of the MnLINK process for the last several years to provide context of the current state of the MnLINK project in Minnesota and how it relates to ODIN. He then reviewed the current MnLINK timetable.

Minnesota had selected DRA and then unselected them in late 1999. Minnesota issued a new RFP in early 2000. They invited two vendors, Ex Libris and Endeavor, to demonstrate their systems in July 2000. MnLink selected Ex Libris in September 2000 and the timeline calls for completing contract negotiations by December 2000. The plan calls for completion of the full MnLINK installation to be completed by June 30, 2005.

It was noted that the current official end date for support of PALS is June 30, 2004.

Stukel indicated that given the history of the process in Minnesota and the current progress and timline of MnLINK, it was time for ODIN to begin the process of actively seeking a replacement for the PALS software. He proposed a timeline that would end with a new system implemented by the end of summer 2003. He asked for comments or questions about the Minnesota selection or about the ODIN process.

Stolt asked if we are able to piggyback on Minnesota's selection or are we required to do our own RFP. No one was certain of the answer. It is possible that special requirements might impact such a requirement. Stukel will follow up on the requirements.

Questions were asked about costs and funding for a migration to new library software and hardware. Stukel said that the current best estimate of costs were that it could be up to $2 million. That number is the one being used by the North Dakota University System (NDUS) in their budget planning. The request for funding support of the migration is being handled by the NDUS.

Gary Johnson, South Dakota Library Network (SDLN) Direcor was present and was asked about SDLN's plans. (SDLN is very much like ODIN in that it uses PALS software and is a large statewide library automation support operation). Gary Johnson talked about SDLN's timeline and it is very much like the one proposed for ODIN during today's discussions. Johnson believes that cooperation between North and South Dakota is a good idea and he hopes that it will continue.

Regarding migration issues: Stukel will check into the requirements as to whether we have to issue an RFP or perhaps piggyback on decisions made in the states surrounding North Dakota. Some questions to ask include: 1) Migration funding – is there any? 2) How does ODIN fit into Higher Educations budget requests? 3) Is ODIN's timeline reasonable? 4) How do Minnesota and South Dakota timelines and issues fit in? Example: TriCollege 5)What type of projects in ND impact ODIN's direction? For example, Gott commented that ODIN should consider the impact of web "portals" when considering the future.

The UNISYS software license was discussed. The current license expires on December 31, 2000. Costs are still being negotiated. Unisys has been proposing new hardware along with the software re-license. Stukel indicated that we may keep the same hardware/software and just re-license if costs are the same or less. In order for new hardware to be purchased Stukel would expect to see a financial advantage. It was noted that our current setup is working well and can handle future load. If we were not facing the end of the lifetime of the library software product (PALS) we would almost certainly upgrade our hardware and there would be financial and performance advantages to doing so. Since we are facing a new system rollout in about two/three years it is probable that we will not find advantage in such an upgrade.

STATEWIDE DATABASES

Stukel asked for libraries to describe their efforts in this area.

Mark England, NDSU spoke about a possible John Wiley license for higher education libraries. This would be a NDUS site license that would allow NDUS libraries to share costs and have access to shared titles. The ability would exist to swap titles and add titles if dollar amount is not compromised. England also spoke about Elsevier licensing. Contact mark_England@ndsu.nodak.edu for more information.

Lila Pedersen reported that 8 libraries are participating in contracts with Bell & Howell for Cinahl. Remote access is available. The eight libraries are: Univ. of Mary, UND campus, Dickinson State, Medcenter One Health System, NDSU, ND State College of Science, Bismarck State and Jamestown College. Other libraries expressed interest at the recent NDLA meeting in Dickinson. CISTI was mentioned. Contact Judy about either at jrieke@medicine.nodak.edu .

Schmaltz pointed out that the New York Times has only the most recent 90 days of full-text. It was noted that this was contractual and that Nexis-Lexis owns the right to NYT full-text after 90 days.

It was the consensus of the group that ND libraries need to be aware of what licensing is going on in the state in order to participate and work toward a more cost-effective license for all. It was also believed that it would be a good idea to have a centralized point to advertise what licenses are available and through what date. It was mentioned that it is necessary to check on access options when any license is being considered. Methods of purchasing statewide licenses continue to be an issue. In North Dakota, who should act as the purchasing agent? England cautioned that some of the reasons libraries buy on their own is so they don't have to wait for signatures, decisions, etc before getting what they want.

Ebooks: Some time ago Valley City State University purchased a collection of ebooks through BCR of Colorado. They have cataloged this ebook collection and the titles are in ODIN. The ebook collection available on the LaND site was purchased via MINITEX and is the collection that is available to all North Dakotans. A question was asked about netLibrary usage. There was no overall sense of "Is netLibrary being used?" Responses were mainly no at this point.

Mark England said that Gale Group plans to have titles available for cataloging by the end of January 2001.

During a discussion of cataloging of electronic journal titles, two reasons were mentioned as possible reasons NOT to load bib records for these titles: – 1) vendors who provide titles change from year to year and 2) full-text may be dropped at any time.

In a related comment, England said that NDSU had developed a database using software that is password restricted for links to their electronic serial titles. England also indicated they used Bell&Howell's product, SiteBuilder, for Cinahl.

Lillian Crook moved to adjourn for the day and to continue discussion on statewide databases the next morning.

Dennis Page welcomed Joe Linnertz and Grant Crawford.

STATEWIDE ISSUES OF INTEREST
Grant Crawford spoke of the Information/Communication Technology Committee. He described it as a ND University System group that parallels the Administrative and Academic Affairs functions of Higher Education. There is one representative from each campus who meet three or four times a year to provide input in articulating technology needs and priorities.

Crawford indicated that SB2043 established a state network.   The state network award went to Dakota Carrier Network on June 28, 2000. He discussed many aspects of the "new" network for Higher Education and ND State Government. Highlights include: K12 initiatives based on the new network; necessary to broaden IVN's services statewide; e-rate issues and TV technologies continue to be important; SENDIT Technology Services providing support for K12 technology issues; support of distance education. The significant part of the ODIN part of the plan is money for additional databases. This puts content on the network. Gary Gott asked about collection development of distance education services – who decides content? Stukel indicated that libraries would collectively decide database content. He further stated that the money that ODIN is requesting is for a FTE in the Unix area and "new" database money. Gott cautioned everyone that we should develop a firm philosophy on what we pay for centrally and why we purchase individually.

Crawford indicated that he was aware to the need for ODIN to move to new library system software to replace PALS. ODIN libraries need to determine what their RFP process should be.   Lila Pedersen asked where ODIN fits in the priority list of NDUS. Crawford indicated that ODIN is included in his request for $3 million in new money. Joe Linnertz said he believes the money will be tight in this year's legislative arena and that monies will be shifted around to tackle the requests. Crawford agreed and said that legislators usually see more money requested as meaning better services and recognizable rewards.

In reference to a new system, Stolt asked Crawford, "Why is Minnesota so important?" and Crawford indicated that the future of the PALS software is tied to Minnesota. Now that Minnesota appears to be on track with a new system, it is in ODIN's best interest to begin searching for a replacement system. If directors were a gambling group, they could continue to run PALS unsupported but that usually turns out to be a bad decision. Crawford indicated that we should give serious consideration to Minnesota's choice of library software vendor because of the potential ability to buy into their contract and special issues of cooperation with Minnesota libraries.

Marcella Schmaltz noted that ND libraries need the resources and funding to deliver the ideas that are contained in many of the technology documents NDUS is putting out. Crawford pointed out that the opportunity is available to lobby that SENDIT staff exist in libraries across the state. Opportunities for librarians to educate business leaders in their communities are there. Crawford indicated that a Tl line would be in 64 communities soon (all county seats and universities). In the near future, 212 locations (see map at: http://www.state.nd.us/itd/commun/network_cities.html). Stolt summed up that libraries would have the opportunity to show the value of libraries and their statewide services to those 64 communities so we can broaden the concept when the other 212 get connected. Deciding database content will be critical in serving all of North Dakota's needs. Crawford posed the question, "What does this mean to rural ND?" Darryl Podoll mentioned that distant education needs statewide resources to make these initiatives successful and that statewide funding is necessary to support increased local use. Crawford indicated that ODIN is a network with a lot of area and good breadth of interest groups. References to ODIN in various planning documents around the state usually indicate the "overall" concepts allowing the libraries to add the substance when gathered collectively.

Gott mentioned his concern about expanding IVN, which is expensive and old. Crawford indicated that the IVN has addressed that issue and have embraced new technologies to deliver their services. Crawford also indicated IVN is working on web scheduling so that users will be able to schedule on their own and plan on producing the first video telephone book so we know "who" is out there. Dennis Page talked about reference services online (pop-up reference).

Crawford discussed the RFP process of the ADMIN system. This would mean complete integration of government, higher education and k12. He indicated that Higher Education has the most experience to implement and also the greatest need for the system. Will include payroll, procurement, finance and other administrative functions. At this point Crawford reluctantly had to leave the meeting to attend another.

STATEWIDE DATABASES (continued)
Lillian Crook asked the questions of: 1) Is the Gale database contract on a one-year renewable contract? Stukel responded that the contract was for one year with a 2 year option to renew annually; 2) Titles appear to come and go. How will we best monitor this? The question of database vendors losing and gaining titles was raised. Mark England indicated that this area is very volatile and any vendor has the potential to lose or add titles at will. Stukel indicated that he would contact Bill DeJohn at MINITEX to find out how they will be evaluating Gale Group; 3) Are libraries planning on cataloging the netLibrary books. There was a suggestion to have the Cataloging Users Group look at the netLibrary cataloging records that OCLC has developed to comment on quality. Some have understood that Minnesota has rejected the netLibrary records. Regarding netLibrary, if purchases occur at the consortia level, collection development should be a major part of the process. It was noted that Gale Group is planning on releasing a version of Cinahl in the near future.

Ellen Kotrba mentioned that if libraries experience problems with access to statewide databases to contact the ODIN Office "not" the vendor. ODIN has worked with the vendor

technical support people to make changes to their standard way of doing things. We do things differently in North Dakota. If the vendor makes changes it could have negative impacts on statewide access.

REPORT ON "ONLINE ASSOCIATE OF ARTS" MEETING

Jane laPlante provided a narrative of the proposed online course. See Library Resource & Distant Learning Committee Report. Only the two-year colleges are able to offer this two-year degree. Students will be asked to pick a home campus and the libraries on those campuses have agreed to provide library resources. Mentors from the four-year institutions will provide support and assistance especially in the summer when the two-year campuses are not staffed. It was agreed that a common web page would be developed to announce services and provide a tutorial. Links to each home campus will be provided so students know who will issue library card, provide reference services and lend materials. ERes – electronic reserves – is an important component of online courses especially when students do not come to campus. Stukel and laPlante will talk to Docutek Information Systems, Inc. – http://www.docuteck.com about consortia pricing. The main focus of this project is "services that are not confusing to students".

Stolt indicated that Council should think about broadening this committee to tackle other distance education issues and to draw upon ideas and solutions from other NDUS libraries that have distance education programs in place. Others agreed. For now the committee will tackle the Associate of Arts opportunity and delve into other distance education issues in the future. Linnertz brought up the fact that students who participate in Division of Independent Study programs would benefit by distance education tools/services provided by ND libraries. This may be another untapped student segment that needs assistance.

GUEST NEWS

Gary Johnson, SDLN, indicated that their network is still adding libraries. SDLN now has around 70 libraries. He passed out a tri-fold information handout about SDLN. This information is also included on the SDLN web site – http://www.sdln.net . Johnson indicated they had also stopped local loading of InfoTrac databases, which ODIN had done the year before. Books in Print and other local databases are still available. He is thankful for the cooperation and assistance that each network gains from each other. He appreciated the recent help he received from Lynn and Nadine regarding Name Authorities. He thanked the ODIN Office for their assistance/ideas on user authorization methods such as "authgate".

OTHER BUSINESS

Lila Pedersen reported that the Oct 12, 1999 OAC minutes reflect that the Council accepted the recommendations of the Governance Committee, which did mention Vice-Chair. Gott indicated that it appears much simpler to have a Vice-Chair in light of the consensus to abolish the current committee structure.

Jane laPlante initiated discussion about having User Group meetings at the same time as the ODIN Advisory Council as the NDLA option is not working too well. Larry Greenwood expressed his opinion that timing is an issue, as he does not want to deplete his staff at busy times in his library. Looking at alternatives is the key.

A Strategic Planning Summit will be scheduled sometime in November or December 2000.

The next meeting is scheduled for April 19 & 20, 2001 in Grand Forks. Page adjourned the meeting at 12:05pm.