

**ODIN Advisory Council Meeting
October 22 and 23, 1998
International Inn, Minot, North Dakota**

Council members present (*indicates voting representative):

Lila Pedersen, Chair - UND Library of the Health Sciences

*Frank D'Andraia - UND

*Mike Jaugstetter - NDSL

*Gary Gott - UND Law

*Larry Greenwood - Minot State

*Kelly Hell - UND Williston

*Betty Karaim - Mayville State

*Dennis Page - Grand Forks Public

*Darryl Podoll - Valley City State

*Bernett Reinke- Dickinson State

*Judy Rieke - UND Lib of the Health Sci

*Ted Smith - Supreme Court Library

*Jerald Stewart - Wahpeton State College

*Marcella Schmaltz - Bismarck State College

*Jan Wysocki - Minot State, Bottineau

Council members absent:

Dickinson High School

Fargo Public

UND Lake Region

Jamestown College

Hillsboro High School

Others present:

Marv Hanson - HECN North

Bill DeJohn - MINITEX

Tom Bremer - NDSU

Shelby Harken - UND

Gary Johnson - SDLN

Tony Stukel - ODIN

Grant Crawford - NDUS system

Ann Pederson - Altru Medical Lib

Becky Bell - MnSCU/PALS

Doris Daugherty - NDSL

Dorrene Devos - UND Law

Barb Knight - UND Health Sci

Ellen Kotrba - ODIN

Cindy Larson - NDSL

Lillian Sorenson - Dickinson State

Susan Podrygula - Minot State

Jane LaPlante - Minot State

Paulette Dvorak - UND

Chair Lila Pedersen called the meeting to order and distributed committee assignments. She asked for a parliamentarian, but no one volunteered. There were no additions to the agenda.

Lila introduced the following special guests: Bill DeJohn, MINITEX; Marv Hanson, HECN North; Becky Bell, MnSCU/PALS; Gary Johnson, SDLN; and Grant Crawford, CIO, NDUS.

The minutes from the ODIN meeting, April 2-3, and the IVN meeting, April 23, were approved as presented.

Update on committee assignments: L. Pedersen. Marv Hanson, HECN North, takes the place of Dale Vetter on **Planning**; Shelby Harken now chairs the **Vendor Study Task Force** because Mark Bowman left the state, and David Haney from GF Public is a new member on the Task Force. Mike Jaugstetter now chairs the **SDLN & ODIN Joint Task Force on Collaboration**. One South Dakota member has left and needs to be replaced. **New File Review Committee**

has a new charge added: to study options and gather member input for ODIN consortium licensing of databases, full-text data files, and other electronic information files; and to recommend to the Council which files to provide access to.

Around the table: see **Appendix I**

MINITEX and MN System X Reports: Bill DeJohn. DeJohn reported on the MnLINK and Gateway contracts. The Gateway servers are very powerful, and he suggested that we might want to look at them for ND. The MnLINK Gateway will be active in February, and ILL activity using it will start in Sept. It will change the way ILL operates, because it will be patron initiated. System X (DRA) integrated system contract negotiations are expected in January. System X Technical Function Group meets every 2 weeks. They investigate everything that DRA said that they could do, and they will go to St. Louis in December for a review of the system's status. Their testing is very detailed & tied to the specifications in the RFP. DRA finished some modules, but acquisitions and interlibrary loan are not ready yet. The Technical Function Group shares as much information as possible, but some is confidential. MnLINK is also working on a funding formula for System X. The time line for full installation could be 3-5 yrs. DeJohn thinks DRA will make it work. University of Minnesota, Morris, currently has an old CLIS system that is not Y2K compliant, so they may become a TAOS (DRA) site next summer. The Archives and Storage Access Center needs an inventory system before opening next November, and they are expecting DRA to provide it. Materials from the U of Minn Walter Library will be put into the Access Center first. So it is possible that pieces of MnLINK will be up on DRA by next year. Some of PALS staff are now MnLINK staff.

OCLC multi-drop lines will be discontinued next year. Dedicated lines will be gone by March 2000. MINITEX is trying to get a tri-state FirstSearch contract. He is asking for pricing by state. One problem for OCLC is that it is tied to contracts with publishers. If the state library could use LSTA money, it would reduce costs. OCLC is very interested in showing ND librarians the WebZ and SiteSearch software. If interested in a demonstration, contact DeJohn. They are part of the platform for MnLINK's Gateway. They allow database loading and provide Z39.50 searching.

Announcements on databases and licensing issues: there is now a contract with UMI for ProQuest and Discovery for Minnesota. It will be opened up to other regional libraries. IAC & Gale merged. DeJohn will see if we can add Gale products to our IAC contract. PsychInfo contract was negotiated directly with APA. They tell vendors what prices they can charge, and then we can choose which interface we want to use. Project Muse contract will be open again soon, and that could be a system contract. MINITEX will be asking if libraries in region want to join the SPARC system through ARL. Watch for database information through MINITEX electronic list. MINITEX wants to purchase the rights for more electronic publications, and will probably move to professional societies next. JSTOR is not talking to consortia now.

MINITEX is creating a task force to evaluate and look at recommending guidelines for licensing of databases. It will be a small committee that meets quarterly.

Discussion and Observations: Collective purchasing of access to databases is moving more to web access. There is no longer a need to load databases on ODIN, because we can move more to web access. D'Andraia said that the NDUS directors met and plan to do an inventory of electronic resources in their libraries. After finding common databases among the institutions, they will see if they can take advantage of economies of scale. Public libraries would like to be included. Stukel can update his list of databases gathered last year and include subscription expiration dates. Report changes to Stukel by November 7th and include the following data: database, vendor, network info, # accesses, cost, & expiration date. He will update as libraries contribute information. Nov. 17th OCLC directors are meeting on IVN, and they can discuss this information and the visit of OCLC at that meeting. ODIN can act as a contracting agent and work through MINITEX. Many libraries would like centralized funding for databases from the state system office.

Election of new OAC Chair: Lila Pedersen. Pedersen's term is up June 30th. Nominations were opened for a new chair. Karaim nominated Phyllis Bratton from Jamestown College. Stewart nominated Frank D'Andraia. Greenwood moved that nominations close. Reinke 2nd. Frank D'Andraia was elected as the new ODIN Advisory Council Chair.

New System Report

Budget Request: Tony Stukel. Budget time line calls for making the request to the legislature this session for two million dollars. ODIN is 4th in priority in the NDUS budget.

Legislative Session: Lila Pedersen. Pedersen asked for ideas for dealing with legislature. Suggestions included having the Fact Book and Fact Sheets on the Web. The Legislative committee welcomes suggestions. Crawford said BHE will be working on strategy sessions soon. ODIN needs to coordinate what we are presenting with what NDUS is saying as well as other groups. Need to coordinate with the agency making request (NDUS). Page reminded everyone to remember Library Vision 2004 and its role. Pedersen asked each person to spearhead efforts within her/his own area and make personal contact with the legislators.

Publicity: Lila Pedersen. Reinke suggested using statistics to emphasize the impact that ODIN has on the state. Items in the last Fact Book should be expanded. D'Andraia suggested using interlibrary loan information to illustrate how much it saved taxpayers by not buying duplicate copies of books. Medical library statistics and economic development statistics would be important too. The Publicity Committee should work on these suggestions.

Vendor Study Task Force: Shelby Harken. She distributed notes from last meeting and highlighted points from the time line. People should contact Harken after reading the notes.

ND/SD Cooperation: Mike Jaugstetter. The group met during the SD Library Association meeting. They feel common areas are: training & continuing education, developing common criteria with which to judge RFPs, continued investigation of an independent interlibrary loan system in light that ILS might not have an ILL module, and coordinate our investigations to prepare for Y2K problems. If anyone is interested in working on these issues, contact Lila Pedersen. The staffs from the two state libraries will meet in November about training.

SDLN News: Gary Johnson. Staffing is a big problem. Johnson has students, but no full time staff. The student staff takes lots of training. Their web catalog is called SDLN and with version 13 they will remove references to WebPALS. They are working with X12. They are adding new

institutions and have lots of inquiries from others. Smaller libraries have records that are not MARC. It is also expensive to connect them because of the high costs to connect through the local telephone companies (not US West). They are anxious to provide FirstSearch system wide.

User Group Reports

Circulation - Lillian Sorenson for Eileen Kopren. They discussed the uses of the inventory control module. They also discussed migration issues. LaPlante gave a demonstration on the E-reserve system used at Minot State. Bell attended the meeting and updated them on Version 13 changes. Paulette Dvorak was elected the new chair and Shelby Harken is the new secretary. There are 2 year terms for chairs.

Interlibrary Loan - The new chair is Kristine Shrauger, NDSL, and Kelly Hell, UND Williston, is the secretary. They are two year terms. Bell also informed them of new features, such as transmitting new requests from PALS into OCLC. In order to use it, ODIN would need to negotiate with MINITEX. Version13 follows ISO standards for interlibrary loan and allows ILL with any library that uses ISO standards. The group also discussed the vendor demos. Their list of desired features is on the PALS staff server. If there are additional suggestions, please let them know. They will post the features and announce future meetings on ODINFO. The subject will be listed as interlibrary loan, so that others can ignore the messages if they want. The suggestion was made that others should do same. The group is looking at developing contingency plans if ODIN is not operational. Some libraries asked whether they should bring up new subsystems now since we will be migrating. Bell urged libraries to move forward, because they don't know when the new system will come. Most information can be migrated. It is easier to evaluate other systems if you are familiar with how PALS works.

Serials - will be meeting on Tuesday, October 27th on IVN.

D'Andraia announced that the Planning Committee will be meeting by conference call and anyone can join the call. He asked everyone to review the Planning Committee's minutes, because they will be discussing the pricing structure.

Friday, October 23

Director's Report: Tony Stukel. Stukel distributed his report.

New databases & trials - Currently there is a database trial with Grolier Encyclopedia.. ODIN is now subscribing to IAC Health Reference Center Academic. The cost will not be billed to libraries this year.

Authorities status - Problems with authorities run is resolved; the headings are now being changed when tapes are run; and the database is now current. ODIN libraries will be getting printouts about subject headings. They will run in November and then won't be run again for another year. Catalogers will need to review the printouts and change their headings if not automatically flipped. They will be printing at the computer center and sent to the libraries. There will be three reports: flipped headings, unmatched headings, and split headings. The flipped headings are just to look at to see what was done. The unmatched and split headings need

to be examined, and libraries must decide what to do. Instructions will be issued.

New ODIN position - The new position is now being advertised. The person hired will improve coverage for support and enhance training.

IAC Holdings - Problems with loading updates continue. The IAC processing changed in July, and they now process their tapes in house. They will change to ftp from tape soon. Tony proposed changes for IAC by moving to SearchBank through the Internet. It has better currency, provides a single source for backfiles, has cost savings, and will allow them to redirect the energies of computer center staff. It is now possible to provide a link to holdings through SearchBank and can provide handicapped access screens (vision disabled). Question was asked whether the holdings information was only the current titles. Tony replied that this depends on the library's decision.

Z39.50 - As of October 16, 1998 the server is running. It is running at the location: amethyst.und.nodak.edu. Z39.50 local software (client) is required for use. There are some client options, such as Bookware and the National Library of Canada was distributing a free product. There will be a brief demo at the end of meeting.

ODIN on the Web update - New start page available as of September 1998. It is at: <http://www.odin.nodak.edu/> Library groups are now included in the list of libraries that can be searched.

Y2K - Mainframe status: UNYSIS indicates they are ready; PALS is ready. ODIN is working at verification of vendor status. An ODIN Y2K resource page is being created and will give you an update on ODIN's progress. It will provide information on where to go for assistance. Each library is responsible for their own hardware, software, and local networking. ODIN is responsible for mainframe, PALSTAC, and Depcon.

ODIN Operations Report: Ellen Kotrba. Some sites are not able to send searches to e-mail from IAC. Let ODIN know if this is not working. If there are any problems be sure to contact the ODIN office.

New libraries - The new libraries on ODIN are the North Dakota School for the Blind and the Trinity Bible College in Ellendale. D'Andraia asked about the North Dakota Historical Society joining ODIN and wants to facilitate their joining. Apparently they have financial constraints. The chair of the NDUS system library directors and Pedersen (as OAC chair) should send a letter to the agency head and urge him to make joining ODIN a higher priority. D'Andraia moved that the chair of the ODIN Advisory Council write to the new head of the state historical society urging them to join ODIN, because of the unique nature of their collection. Karaim seconded. Reinke suggested also sending a copy to the Historical Society Board of Directors. Their collection does not circulate and records only might be a logical solution. There was a suggestion that setup charges could be waived, and Kotrba suggested that ODIN could request LSTA to fund loading and setup. They are an OCLC library, so ODIN and the state historical society could request LSTA funds from the state library and co-write an application. The original motion was unanimously approved. The other suggestions discussed are friendly amendments for consideration. There was also a brief discussion on adding collections of teaching centers information from UND College of Education & Human Development. Other teaching center information is available through records only.

D'Andraia asked about ODIN system participation across the state. The State Library has a map

with the coverage of library system participation, and copies can be sent to the Legislative Committee and others if needed. Jaugstetter asked if they should designate which systems the libraries belong to. Discussion ensued, and the consensus was that the maps should have libraries and their systems listed. It is possible for those counties without systems to become records only libraries in ODIN. This is important for legislators to know that this is possible.

MnSCU/PALS report: Becky Bell. A written report was distributed. Bell is no longer employed by Ameritech. She moved in June to MN SCU where she is associate director, but is more responsible for PALS issues. They are negotiating support agreements with all the sites. ODIN has signed and returned theirs. The new structure provides easier consultation with staff, problem tracking system, and allows her to attend more meetings.

PALSTAC Version 13 will be out soon. The bindery module will be improved. If libraries want to pursue using the automatic holdings updating using the LDR option, they should contact Cecelia Boone at MINITEX and also let the ODIN office know. The ISO ILL standards are incorporated in this version and allows libraries to send requests to any other library using ISO standards. There are not many products written using ISO, so there aren't many libraries to participate with. There will be a license fee for using it, so this will be an individual library decision. E-mail addresses can be added to patron records. The patron load program is enhanced. All the updates are listed in enhancements sheet distributed. ODIN will distribute and post changes when it is implemented.

Development continues, but has slowed down because of involvement in MnLINK project. Work continues on Z39.50 interface and client and will be available within PALS. Time frame might be that it is ready next year. There is some work on the media booking module, integrating inventory into PALSTAC, compliance to Z39.81 (standard for patron data), an ERIC loader, and ftp capability for MARC files.

MnLINK status can be checked through the MnLINK URL It is:
<http://www.heso.state.mn.us/www/MnLINK/MnLINK.htm> (*note address is now:
<http://www.mnlink.org>). The technical group is heavily comprised of PALS people. Negotiations are moving slowly. Indications are that implementation may be pushed back 1 or 2 years from the 1999 date. If U of M Morris and the Access Center come up on DRA they will not be part of the MnLINK contract.

Johnson gave an update on the SDLN time line: not going to legislature this year, but next. They have an annual legislature. RFP is still being drafted, and it won't be issued until they have funding.

NDUS CIO: Grant Crawford.

Y2K - Jim Heck, State Government Year 2000 Coordinator, Information Services Division, needs letters of compliance from each state agency. He is responsible for state compliance. Stukel will need to respond for ODIN. NDUS is trying to get a year 2000 coordinator, but funding is not available from campuses. Hence they are looking at system level coordination. Y2K problems can affect any automated system. Things built in '80s are most suspect. We bear responsibility as information professionals to educate the public on what might happen. There are several sources of information such as the ISD and NDSU websites.

Crawford's responsibilities in addition to ODIN include some involvement in SAGE

(replacement for administrative computing system) and IVN which is now being augmented by video. There is a future for this because of high-definition TV which may be used as a unifying technology. He is looking for who coordinates distance education. Crawford has learned that you can't walk into a room and tell people what to do. He will listen first before advising. He must keep up with day to day problems and activities. There is discussion about centralizing information technology under a state CIO who will attempt to standardize systems. NDUS usually falls outside of these attempts, but don't know if they will be included in this one. We will still look for money for ODIN replacement even though PALS will probably be around longer than expected.

D'Andraia questioned a recent inventory of what automation expenses are and will be. Crawford said that the six year plan in HB 1034 is the driving force behind it, but not sure what will be done with it. Crawford speculated on how the legislature would use that information, but couldn't definitively say what is going on. Probably went to ISD and given to interim committee.

Hanson thinks it might have been the background for draft bills. The administrative structure of NDUS has Crawford reporting to Mike Hillman and Laura Glatt, both vice chancellors under Isaak. Reporting to Crawford are: HECN North and South, IVN, ODIN, Y2K, student information systems, and the HECN coordinator if that position is created.

THOR proposal regarding voting: Ann Pederson, representing Thor Libraries requested voting status on the OAC. D'Andraia said that the Governance Task Force will be dealing with representation of all libraries. That is the specific charge to that Task Force, therefore he asked that the question not be called at this time. Kotrba asked how soon the Task Force will meet. She noted that the representation issue is also a problem for other libraries considering joining ODIN. By consensus everyone agreed that the Governance Task Force will take this proposal along with other concerns mentioned and consider them. They will give a report by the next meeting. It was noted that NDSU should also voice their concerns to the Task Force.

Next meeting: There was a suggestion that the format be a day program and a day meeting. There was concern about covering all the issues under that idea. The current format now allows time for elasticity. Crawford suggested that you want opportunity to discuss issues and that verbal reports might not be needed. If council members have the discipline to read written reports ahead of time, they can come right to the issues. Stukel suggested more involvement of ODIN at NDLA annual meeting, and Jaugstetter concurred that ODIN is more than just academic libraries and there is broader appeal. Jaugstetter doesn't envision meeting at NDLA as a replacement to the OAC meetings, but thinks that ODIN should have more of a presence. NDLA might be a forum for user group meetings. User groups could meet whenever they want and could be encouraged to meet at NDLA. D'Andraia thinks user groups should seek another time to meet outside of the OAC meetings, and then the director's could concentrate their efforts on issues which would make a one day meeting. The consensus was to move user group meetings to another venue. The chair will take under advisement the suggestions for the structure of next meeting. The group did concur that more reports should be distributed in advance. The Chair asked for the group's feeling on whether to continue with two half days. The group concurred that two half days was preferable, but that there be no user group meetings. Reports should be distributed ahead of time.

Possible dates considered were April. 29th & 30th or 22nd and 23rd. Podoll volunteered Valley City as the location. Meeting adjourned at 11:45 am. It was followed by a demonstration of Z39.50.

APPENDIX I Around the Table Reports

Judy Rieke, UND Health Sciences Library - demonstrated their use of ODIN for electronic reserves. They are moving their public machines to NT operating system for stability, security, and consistency; have five public machines that are not Y2K and also have three staff 486 machines that aren't compliant; added new databases - Cochrane Library, PsychLit and DialogWeb (share with CFL), Health Reference Center (through ODIN), and FirstSearch by IP; evaluating MEDLINE and might switch to using PubMed instead of SilverPlatter; expanding our access to electronic journals; use ODIN for most of our library statistics including collection size, closed the paper shelf list; use all PALS modules; promoting ODIN on the web; and allow patron initiated ILL & acquisitions through the web.

Jane LaPlante, Minot State - demonstrated ERes system; using all PALS modules except acquisitions; public and staff terminals are all Pentium; campus has Novell network; has Pentium II and webserver to support ERES; only have 2 laser printers that are connected to card system, charge 10 cents/page; 2 Novell server & Lynx webserver; campus is checking for Y2K compliance;

Tom Bremer, NDSU - have access to DialogWeb for campus, controlled through IP.

Ted Smith, Supreme Court - Windows NT server, 5 486's, and using circ & ill

Marcella Schmaltz, BSC - library has no server, Novell is used on campus, use MEDLINE through INFOLYNX and Univ. of Mary; 8 public terminals that access catalog, teach library skills through public computer labs; campus is responsible for Y2K compliance; everything goes through the computer center; use all modules except acquisitions.

Ann Pederson, Altru Hospital - 3 public terminals, use no subsystems, but loaded serial bib records; using Ariel; hospital has Y2K compliance plan; of the other hospitals only Q & R uses any modules and they use circulation now.

Doris Daugherty, NDSL - use Pentium for staff and public; run all subsystems; will use Ameritech's resource sharing system with Bismarck Public Library

Jan Wysocki, Minot State, Bottineau- also reporting for Sharon Evensen at UND-Lake Region; all running Windows 95; networked printers & use Novell Server; subscribe to e-library; 11 computers, 3 passed Y2K - all except 3 can be fixed;

Kelly Hell, UND Williston - have Pentiums for public & staff terminals, and they will be looking

at Y2K

Gary Gott, UND Law - Library manages computers for Law School and now also video services; Dorrene Devos won a Dell computer through OCLC/MINITEX; will be replacing all staff computers for ODIN work; new web page due to Mary Ann Leavitt who worked with CILT on the page; using a product similar to ERes for law students called Twin. Put up televisions running PowerPoint presentations that acts like a bulletin board which is used to get out information; have 2 satellite dishes that receive TeleVideo conferences and CE courses; have video flyer donated by a law firm and was originally used to capture expert witness testimony and now used for teaching a class for Univ of SD; law classrooms now have Ethernet connections for students to bring their own laptops; subscribe to a system that delivers articles to them; want to create carrels in the library and upgrade them to be internet accessible with alumni support; system administrator is participating on campus Y2K committee; using all the ODIN modules.

Dennis Page, GF Public - use Windows 95 ; server NT; getting into video conferencing with Chamber of Commerce; HUD center that has computer lab and can assist people with ODIN searches - using at 2 places inside the library and with the PALS; use all subsystems except acquisitions

Darryl Podoll, VCSU - using all modules except acquisitions; staff computers are upgraded; faculty encouraged to have individual web pages 2 yrs ago and they are doing own electronic reserves through their home pages - VCSU has disclaimer that they are not responsible for copyright abuses, but not sure what they have been mounting. Kurt Meyer has left, and they are hoping to fill his position which is called the Information Technology Librarian which took justification. Have 2 Pentium in library, but because all students have own laptops hard to argue for more terminals. Novell network, need more network connections.

Jerald Stewart, NDSCS-don't have any dumb terminals left; 14 OPAC, 8 are Pentium, all except staff except 3; using all modules except acquisitions; connected to campus network; library usage up.

Lillian Sorenson & Bernnett Reinke, DSU: staff and public have Pentium, operate Windows 95 and 98; all PCs are adequate for NT, interested in electronic reserves and will begin this winter; upgrading their Ariel scanner

Betty Karaim, Mayville State: all terminals connected on campus, combination of Pentium & 486; won't all be able to run NT, right now Windows 95. Use all modules except acquisitions; campus computer center checking for Y2K

Frank D'Andraia, UND, CFL: computers will be Y2K compliant; upgrade public computers through student technology fee money; running all modules; computer classroom heavily used but needs to be upgraded; added database NewsWatch; evaluating cost effectiveness of individual database subscriptions vs FirstSearch or Dialog. Planning to join J-STOR. Will impact on ILL as decisions will be made on backfile retention. Need to upgrade staff computers. Planning to go to vendacard system for printing from terminals. Photocopying down & printing from terminals up.

