CCLINC Implementation Team
Minutes of Telephone Conference Call, 11 May 2000 (11:00-12:25)
Unapproved, but we wanted to get you the information asap.

The Implementation Team will meet again tomorrow, 12 May 2000

PRESENT:
<u>From the CCLINC libraries</u>
Luella Teuton, Chair, CCLINC Steering Committee (Sandhills)
Gretchen Bell, Chair, CCLINC Training Committee (Piedmont)
Linda Leighty (Pitt)
Debbie Luck (Randolph)
Betty Riffe, substitute for Raye Oldham (Sandhills)
Angela Sox (Gaston)
Linda Stone (Central Carolina)
Dan Swartout (Edgecombe)
John Wood (Rockingham)
<u>From NCCCS</u>
Pam Doyle
Roxanne Davenport
Ruth Bryan
<u>From sirsi</u>
Mary Wood, Implementation liaision
Susan Wagner, Eastern Sales Manager
Judy Culpepper, Manager, Delivery Department

ABSENT:
Lorraine Krichko (Wake)

## AGENDA ITEMS

<u>Data Migration</u>

1. CCLINC bibliographic data and holdings data are at sirsi. At the end of May, a gap tape will be created to cover additions and deletions since the data tape was made. The Team made a **binding decision that the libraries will not add any bib or holdings records after May 31, 2000**. Please clarify that this also includes withdrawals. Fast adds and BSE emergency records are exempt. This decision also relates to the CCLINC holdings in the OCLC database. In May, 1999, OCLC loaded a tape of CCLINC bibliographic holdings. Any information found by searching OCLC is current as of that time. In addition to the gap tape for the sirsi migration, LRS will create a tape for OCLC to update their CCLINC information. Once we're operational on sirsi, LRS hopes that they will be able to upload CCLINC holdings information on a monthly schedule.
2. epixtech will charge additional monies to extract additional data from our Dynix files. <u>The money is available</u>. However, due to changes in administrative procedure at NCCCS, the State Board must approve spending the money. CCLINC is on the agenda for the next State Board meeting. To reduce the costs the Team made a **binding decision to migrate these files only:**
   - PATRON
   - CIRC (CIRC.OUT and PURF only)
   - SERIALS [We're waiting on clarification for epixtech's definition of a serials file. It is <u>very possible</u> that we will migrate only MARC and other bib records for serials.]

- COM [We'll migrate only the news files from the Rockingham Community Resources module.]

**3. Data NOT MIGRATING**:
- Acquisitions
- Reserve Book Room
- Community Resources files other than the Rockingham news files
- All authority files (NAME, SERIES, SUBJECTS) **important**: Not having the Authority files migrate will not affect the patrons! Searching is possible on all authority fields. When LRS imports a MARC record to sirsi, they will also import an authority record, and gradually the authority files build. In addition to this slow accumulation of authority records, the Team decided to defer for now a decision to send OCLC a list of CCLINC authorities. OCLC (or another vendor who will do the same process) will then machine match CCLINC authorities with the "correct" authority. They will return the tape, and we'll overlay our authorities with accurate ones, building a reliable authority file in the process. The current Dynix authority files are built from all our authors, series, or subject headings, underline they are the correct form or not.

Possible Contract Extension

1. epixtech has submitted a dollar figure to have our contract extended 3 months. The 3-month period would be with reduced services (no Sandy; telephone support for any situation LRS can't handle, which includes situations beyond Day End, file backup, TAP not running, etc.). Despite the reduced services, epixtech is asking for a fee beyond what the current contract calls for. Monies for any extension are not available, and all library representatives to the meeting indicated that they could not ask their colleges for more money. In addition, such an extension must be approved by P&C and also by the State Board. Obviously, the combination of factors (price, approval by 2 bodies outside CCLINC) render the likelihood of any extension extremely remote.
2. Pam committed to explaining any delays or loss of LRC functionality to the colleges' administrations and to the Presidents at their meeting. What might happen because we're in such a tight time bind?
   a) worst case scenario: Dynix ends June 30. We experience a "dead time" with no library automation until sirsi is functioning. No one knows how long this dead time might last, but LRS is way behind schedule in providing to sirsi those records they need to get us operational by July 1.
   b) next best: Dynix ends June 30. Sirsi is able to provide us with an OPAC and with patron records (name, address, etc.; no circulation transactions or blocks, or other circulation data).
   c) better yet: Dynix ends June 30. Sirsi is able to make a gargantuan effort to get all the records sent to them loaded and operational. They had time assigned to CCLINC to migrate our records, but they did not received our records in the time specified, and they have other scheduled projects which our delay interferes with. Pam is working with epixtech to expedite getting the records to sirsi; however, she apparently has multiple Dynix contacts, and not having one person assigned specifically to our difficulties no doubt complicates her efforts.

Training

1. If libraries would like to send staff in addition to their allotted 2-per-module to the current round of sirsi training, slots will be filled on a first come, first served basis. Send any such requests to Ruth.
2. If libraries would like to get staff on a list for any additional training that might become available, send these requests to Gretchen Bell.

<u>New CCLINC Colleges</u>

1. Alamance
2. Lenoir
3. South Piedmont

<u>Additional Implementation Team information</u>

1. The Team is working on a "don't forget" list so that local libraries will have a checklist of tasks to do to make the migration easier.  This will be sent out as soon as it is ready.
2. The team is seeking additional answers to various migration questions you've submitted
3. Bob Hudson is handling the transfer of DAC mailing lists to GroupWise.  Luella asked Pam and Bob Blackmun to assist Bob Hudson in making this happen.  Pam agreed to do so.