

UNIVERSITY of SOUTH ALABAMA

OFFICE OF DIRECTOR OF LIBRARIES
LIBRARY BUILDING

(205) 460-7021
MOBILE, ALABAMA 36688

April 4, 1981

MEMORANDUM

TO: Library Planning and Advisory Committee
V. Gordon Moulton, Dean

FROM: Dr. Charles B. Lowry *Charles*
Director of Libraries

RE: Activities re automation

Since our last meeting I have pursued a number of actions concerning NOTIS and they include ad seriatim:

- attached letter to John McGowan, which covers several of the points brought up in our last meeting
- lengthy discussions with Velma Veneziano covering an array of issues we raised, viz (1) Pat Ramage prepared a list (copy attached) of the documentary support we now have and Velma will check to make sure we receive anything omitted (we will receive a draft manual for serials); (2) the medical library at Northwestern is using NOTIS and the union catalog will have a separate index for MESH; (3) we are free to use extracts of Velma's Milwaukee presentation internally; (4) global changes for name and subject authority are not only possible, but the programming is just about completed to accomplish these within the NOTIS system; (5) where Florida has opted to use a commercial vendor to accomplish at least a portion of the AACR II dictated modifications in their archival tapes, Northwestern will use the NOTIS cataloging maintenance module to make changes on individual records where there are only a few under a name or subject and globally where there are many, (given the small size of our machine readable data base this might be a good way to go); (6) they plan to develop their own name authority file from the LC listings as a name is used, but not to load the LC name authority tapes because of the massive computer storage which it would involve; (7) Northwestern is still uncertain as to the timing for upgrade of the circulation system or whether they will depend on an arrangement with Florida to do this, which may leave the way open for us to become involved since Florida will not get to the changes for some time, and according to Nolan Pope may choose to temporarily run an add-on system from a commercial vendor; (8) if we want an OCLC interface we will have to develop it ourselves since Northwestern has no need of one and will not do so, especially in view of the fact that such an interface will be idiosyncratic to the local

hardware and operating system; and (9) as we proceed with our planning and get into the "nitty gritty" of training, work-flow, etc., we will probably want to contact Betty Furlong, Coordinator of Automated Procedures for Technical Services for help and information.

- discussions with Gordon Moulton included several matters, viz:
- (1) he thinks it will be fairly easy for us to develop the OCLC-local interface which may be transportable to other academic institutions with similar systems;
 - (2) we would almost certainly have to come up with extra funds (e.g. grant) for any large modifications in the system such as a circulation upgrade;
 - (3) it would be infinitely preferable if we could take the present system as is (barring minor modifications such as conversion of the tech services screen codes from alpha to numeric) and attempt changes only after we were operational;
 - (4) there will be an individual within the Computer Department assigned responsibility for assisting us in installing and maintaining NOTIS; and
 - (5) it would be most helpful if that person were invited to our early/weekly planning meetings prior to the delivery of the system.

dh

cc: Dr. James R. Bobo, Vice President for Academic Affairs
Velma Veneziano, Northwestern University

Encl:

UNIVERSITY of SOUTH ALABAMA

OFFICE OF DIRECTOR OF LIBRARIES
LIBRARY BUILDING

(205) 460-7021
MOBILE, ALABAMA 36688

April 5, 1981

John McGowan
University Librarian
Northwestern University
Evanston, Illinois 60201

Dear Mr. McGowan:

Pursuant of discussions with your Automation Department, I herewith request that your office prepare a letter of intent or contract outlining the terms for sale by Northwestern University of the NOTIS Library Automation System to the University of South Alabama. I would appreciate it if you would include the following points/terms:

- (1) The payment of \$25,000 (half the cost) at the time of the delivery of the system and the \$25,000 balance on October 31, 1981 or upon substantial completion of installation, whichever is later;
- (2) the sales price to include modifications in the system made during the first year after delivery and installation; the sales price to include the full version of NOTIS-4 (as you currently define it) whenever it is completed;
- (3) a statement of the costs for updates/maintenance after the first year;
- (4) a statement allowing the University of South Alabama to use the NOTIS system to market automation services to other libraries, but not to market the system itself; and
- (5) a statement concerning Northwestern University's provision of a few days consultation (3-5) at the time of initial delivery of the system, with travel/perdiem for Northwestern personnel to be paid by the University of South Alabama.

It would be helpful, though perhaps not essential for the contract, if we could also have statements which dealt with several other concerns:

- (1) depending on the documentation and installation assistance provided with the system, we might wish to contract for additional consulting services with your automation staff;

- (2) We would like some help in converting our serials, which are not now cataloged, to machine readable form, and discussions have included the approach of matching our Ebsco lists against the MARC data base at Northwestern and using dial-access to your data base for serials with no ISSN;
- (3) prior to the delivery of the system we would like Northwestern to convert the technical services screen displays from your alpha-code to the OCLC numeric-code field screen displays in order to reduce the amount of extra training of our catalogers and editors who are familiar with the OCLC screens;
- (4) We would like to take delivery at a time when the USA Computer Center can most conveniently assign personnel to the installation of the system, probably in July 1981.

We have spent a goodly amount of time investigating available integrated library systems and NOTIS is superior to anything currently marketed. Happily it is compatible with our campus main frame and operating system. Jim Aagard, Velma Veneziano and Kenton Anderson were gracious hosts during our December visit and have been most responsive to the many and often minute questions which have arisen. Our contacts with the Northwestern Library staff have been encouraging for the prospects of installation.

Please call me if you need clarification of points in this letter.

Sincerely,



Dr. Charles B. Lowry
Director of Libraries

CBL/dh

cc: USA Library Planning & Advisory Committee
V. Gordon Moulton, Dean of Administrative Services
James Aagard, Director of Library Automation
Northwestern University
Dr. James Bobo, Vice President for Academic Affairs

5/1/81

From: VV(ISDO)

RE: Sale of Notis to South Alabama

Charles Lowry called me this morning. Dean of Administrative Services MOULTON agrees to buying NOTIS, provided they can spread the cost over two fiscal years. wants to pay 50% on delivery, and the rest on installation or not later than October 1, 1981. Wants to know if this is agreeable to us.

Their College of Medicine is chipping in some.

They also think they will need Kenton for a week.

wants to know about what included in first year. I told him maintenance for that year; after that I thought it was about \$5,000 a year. He wanted to know if the first year would include the index redesign -- I told him we hoped, but couldn't be sure it would be ready within that time. All we could promise was Notis 3.2, *and subject access*.

They won't be needing until middle of summer, but want to start some of the systems work sooner.

He also asked if they had all the procedure manuals--I told him I ~~didn't~~ didn't know -- perhaps someone should call Betty Furlong and check. I told him Florida wanted a copy of our Serials Dept. Manual and I would make a copy for him. I said I thought we really didn't have a completed Acquisitions Procedures Manual although Betty has been working on one.

He ~~also~~ asked if the subject access system would support Mesh -- I told him the interim system would not, but that the next version would.

He would also be interesting in having his Ebsco tape, which contains ISSN's used to get a file of serials. I told him I thought the best way to do this would be to run this against our MARC tape. I assume we could do this for him, ~~xxxx~~ for a charge ???

He wants a copy of my online catalog talk at Texas, and also wanted to ~~xxxxxx~~ distribute the Milwaukee talk internally to his people. I said I had no objection, as long as it wasn't distributed outside.

He is interested in circulation. I told him we were too, but we hadn't ~~make~~ made any firm decision as to whether we would modernize our system or when.

He also wondered about the transfer of records from the OCLC terminal. I told him we very likely would be working on the protocol for computer-to-computer transfer, but ~~this~~ there was no way we could insure that OCLC would agree to use it. Since they contract with Solinet, Solinet appears to be amenable to this approach. I referred him to Nolan. He says that Florida intends to do it, but it is not high priority with them.

He is going to write a letter to John, detailing their proposal re method of payment, needs for consulting/system support, request for inclusion of index redesign within the first year of use, etc. Then would like a letter from John as to whether these terms are agreeable, together with contract.

Copies: JSA, JM, AC, KH, BF

June 17, 1981

Dr. Charles B. Lowry
Director of Libraries
University of South Alabama
Mobile, Alabama 36688

Dear Dr. Lowry:

We are, of course, pleased that your library has selected NOTIS for use at the University of South Alabama Library. In response to your letter of April 5th, I believe that we can offer substantial agreement on most of the points you have raised.

There is no difficulty with accepting your payment in two installments; however I think that we should also put a cutoff date on the second payment, such as December 31, 1981, to avoid possible questions as to what constitutes "substantial completion of installation." The contract written for the University of Florida provides for maintenance for one year after delivery, including improvements and new releases, and the same provision would be included in your contract. This would include the circulation module if it is completed within the year, but there is some question in my mind as to whether that will be possible.

Our intent is to charge \$5,000 per year for continued support, including improvements, after the first year, but I'm not sure we are ready to put that into legal form at the present time. We would be willing to provide two days of time from a member of our Information Systems Development staff at the time of installation at no additional cost to you except for expenses; additional days would be provided at a cost of \$200 per day. However, we feel confident that you will encounter few problems that cannot be solved through telephone consultation.

Our contract has no provision preventing you from marketing services to other libraries.

With respect to some of your other concerns, we would like to provide as much help as possible with your installation, but with our limited staff, the time we devote to this will just reduce the time available to provide further improvements in NOTIS to benefit all users. I would suggest that our technical staffs consult to determine what the most effective approach might be to your serials conversion problem. The conversion of the screen displays to numeric tags is no problem (the system already accepts them on input) and we will agree to make that change for you.

After several years of considerable stability, NOTIS is now going through a period of rapid change, with the addition of subject access, improved author/title access, authority support, and circulation improvements. We could deliver the system to you at any time after July 15th that you need it, but we would prefer to wait as long as possible until you are actually ready for it to minimize the inconvenience to both of us. Our own staff is just now beginning to use NOTIS 3.2; staff mode subject access is within a week of being operational, and patron mode subject access is probably still a month away. The longer we wait the more "bugs" we will find here and the fewer you will encounter. We hope you can obtain a realistic estimate of when your computer center will be ready to start and work from there.

We are attempting to arrange a demonstration of NOTIS from a suite at the San Francisco Hilton during ALA, and we hope you and other members of your staff will stop by to get a look at NOTIS 3.2 and our first attempt at subject access. In any event, we would welcome the opportunity to explore more fully some of the questions you have raised.

Sincerely,

John P. McGowan
University Librarian

JMcG/gb



NORTHWESTERN UNIVERSITY
Inter-Office Correspondence

DATE 11/22/82

TO John McGowan ✓
Kenton Andersen

DEPT.

FROM J. S. Aagaard

DEPT.

My records indicate that South Alabama's maintenance year should start on November 1, and therefore we are somewhat overdue in sending them a bill. I have not done anything about this, since I felt that to protect us legally, we should make the maintenance contingent upon their acceptance of PL/1 (which shouldn't be a problem with them). I have drafted the attached as a starting point. This, and an invoice for the \$5,000, should be sent to the person named in the license agreement.

DRAFT

11/22/82

As development of the new NOTIS circulation system proceeds, we have been reviewing our choice of programming languages. The use of a higher level language, rather than assembler language, offers the possibility for improved productivity in our development process, as well as for facilitating maintenance and modifications by our licensees.

As you are aware, a few of the programs which we have distributed to you are written in COBOL. However, COBOL has never been satisfactory for the processing of bibliographic data. An informal survey of other organizations which are writing programs for use on IBM-compatible hardware indicates that they all are making use of the PL/1 language (which was not available to us at the time NOTIS was originally developed). It is our intention, therefore, to begin using PL/1 in NOTIS, beginning with the ~~xxxxxxx~~ batch programs for the new circulation system. We do not anticipate an immediate change to PL/1 for most online programs, primarily because of efficiency considerations. To avoid the necessity for you to maintain programs in more than one high level language, we will rewrite those few COBOL programs which you now have, using PL/1.

Your license agreement with the Northwestern University Library provides that maintenance for NOTIS is at our option after the first year. ~~xxx~~ This is to notify you that ~~xxxxxxx~~ of this maintenance is contingent upon your acceptance of the addition of PL/1 to the list of IBM software contained in section ~~xxxxx~~ of the license agreement.