A STATUS REPORT

COORDINATION THROUGH PLANNING AND RESEARCH

MHECB

MINNESOTA HIGHER EDUCATION COORDINATING BOARD

MINNESOTA INTERLIBRARY
TELECOMMUNICATIONS EXCHANGE
(MINITEX)

March 1985

Prepared by the
Staff of the

Minnesota Higher Education
Coordinating Board

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I. INTRODUCTION

The Minnesota Interlibrary Telecommunications Exchange (MINITEX) is
a network of academic, public and governmental libraries sharing resources
to better provide needed materials and information to scholars and residents
in Minnesota and its contiguous states. The program began in 1969 as a two-
year pilot project involving 11 Minnesota libraries. It now involves 162
libraries in Minnesota, North Dakota, South Dakota (see Appendix A for list
of participating libraries) and has five programs: (1) document delivery,
(2) a telephone reference service, (3) serials exchange, (4) a common union
list of serials, and (5) online union catalog and cataloging. This report
describes the background of MINITEX, current changes occurring in the MINITEX
region, some of the important support services being provided by MINITEX,
and a summary of statistics and budgetary information for 1983-84.

II. BACKGROUND

From its origin as a small test project, MINITEX became a pioneer in library resource sharing. In 1969 MINITEX was funded jointly by the Louis W. and Maud Hill Family Foundation and state and federal (Library Services and Construction Act Title III) monies. It used the Trans World Exchange (TWX) telecommunications network, United Parcel Service, and first class U.S. mail delivery system to test sharing University of Minnesota library resources with 10 representative Minnesota libraries. The project sought answers to three questions:

1. Could needed material be provided to Minnesota users outside the metropolitan area in a useful format and in the needed time?

2. What would be the comparative cost between sharing and duplicating resources?

3. What would be the degree of conflict of interest with primary users at the host library?

By 1971 the resource sharing concept seemed educationally and economically viable, and the project became a program of the Minnesota Higher Education Coordinating (Commission) Board, funded by the legislature. Since then, it has been reviewed and funded as part of the biennial budget process. Since 1971, several milestones have been achieved:

o publication of seven editions of MULS: A Union List of Serials,

o participation in the OCLC Online Computer Library Center, Inc. online cataloging system since 1976, and

o negotiation of contracts or reciprocal agreements with the Minnesota Office of Library Services and Development (LDS), Wisconsin Inter-library Services, North Dakota State Library, and South Dakota libraries.

All these developments have helped to make information more available than before to residents in Minnesota and its contiguous states.

In the early years the number of requests for materials grew rapidly as the number of participating libraries increased and as libraries and library users became aware of the MINITEX services. A detailed history of MINITEX participation, funding, costs and programs (from 1969 to 1983) can be found in Appendix B. While the types and levels of service have grown, the cost of providing these services per library and per request has remained low and relatively constant in terms of real, uninflated dollars. In 1969 the University of Minnesota-Twin Cities campus provided 100 percent of the delivered items. More recently, document requests have leveled off, and 32 percent of the delivered items are provided from outside the University Twin Cities campus. The University, however, shares more materials with other libraries than any other university library in the country, except the National Library of Medicine in Washington, D.C.

III. MINITEX PROGRAMS

MINITEX services are delivered to 162 participating libraries through five programs. These services complement one another and together provide an example of efficient library cooperation. Following is a description of each program's status.

DOCUMENT DELIVERY

MINITEX participants transmit loan and photocopy requests to the MINITEX central office located at the University of Minnesota, Wilson Library by electronic means. The central staff retrieves needed materials from the University of Minnesota-Twin Cities campus libraries, Minnesota State Board of Health, Minneapolis Public Library and Information Center, and Minnesota Historical Society. Requests not filled at these libraries are referred to other participants known to hold the needed item.

Requests which cannot be filled in Minnesota, Wisconsin, North Dakota, or South Dakota are referred to the Midwest Health Science Library Network, the Library of Congress, National Library of Medicine, National Agricultural Library, and the British Library, Lending Division. MINITEX serves as the Minnesota state agency for obtaining locations for needed materials in other states from the National Union Catalog at the Library of Congress for libraries wanting to pursue requests that cannot be filled from resources held in the network.

A delivery service provides the needed materials to the requesting library. Commercial buses, commercial delivery services, first class mail and local couriers provide efficient delivery. Couriers, partially supported by MINITEX

as part of delivery service to areas with concentrations of libraries, also make it easier for libraries to share resources' through local arrangements. Table 1 presents the number of requests and items provided by types of library.

Since its inception in 1969, the document delivery service has experienced dramatic growth in the number of requests with some fluctuation from year to year (see Figure 1). For example, there was an 8 percent increase in requests in fiscal year 1983 and a 9.5 percent decrease in fiscal year 1984.

o During 1983-84, 166,820 document delivery requests were transmitted to MINITEX.

REFERENCE AND INFORMATION SERVICES

The MINITEX back-up reference service helps local libraries provide needed information to patrons. This information could be a name, statistic, or several books that contain certain information that together will answer a particular inquiry. If this information is not found in collections of the libraries, specifically, the University of Minnesota-Twin Cities campus, the Minnesota Historical Society, or the Minneapolis Public Library, it may be found in a search of computer data bases or through individuals knowledgeable in the subject area. MINITEX provides toll free WATS telephone lines for librarians in Minnesota, North Dakota and South Dakota to enable librarians to discuss each request directly with the MINITEX reference staff. MINITEX uses all available resources to find the answers to a variety of reference questions. See Figure 2 for the number of reference requests from fiscal years 1975-84.

o During fiscal year 1984, 4,180 requests were answered by the reference staff. This was a 17 percent decrease from fiscal year 1983.

SERIALS EXCHANGE

In this cooperative program with the University of Minnesota-Twin Cities Libraries Gift and Exchange, libraries send duplicate and withdrawn issues

TABLE 1. DOCUMENT DELIVERY STATISTICS, THE NUMBER OF ITEMS REQUESTED AND PROVIDED, 1983-84

		Requests Received by MINITEX	Percent of Total	Requests Referred from MINITEX	Percent of Total
MHECB		108,205	65%	137,394	84%
UM Twin Cities Campus	7,645			110,719*	
MNHEA	646			320*	
MNHI	138			909*	
All Other	99,776			25,446	
[a]LDS		25,326	15%	12,386	6%
Mpls. Public Library	1,957			8,301*	
All Other	23,369			4,085	
[a]North Dakota		14,829	9%	2,758	1.5%
[a]South Dakota		11,123	7%	1,558	1%
[a]Wisconsin		6,933	4%	9,152	7.5%
[a]Illinois		248	-	661	-
[a]Canada		156	-	134	-
[a]National Libraries		-	-	73	-
[b]BLLD		-	-	22	-
		166,820	100.0%	164,138	100.0%

*Filled requests processed by MINITEX staff.

[a]Contract or reciprocal agreement.

[b]Purchase/membership.

FIGURE 1.

Document
Delivery Requests

Requests in
Thousands

200
180
160
140
120
100
80
60
40
20
0

1969 70 *71 71-72 72-73 73-74 74-75 75-76 76-77 77-78 78-79 79-80 80-81 81-82 82-83 83-84
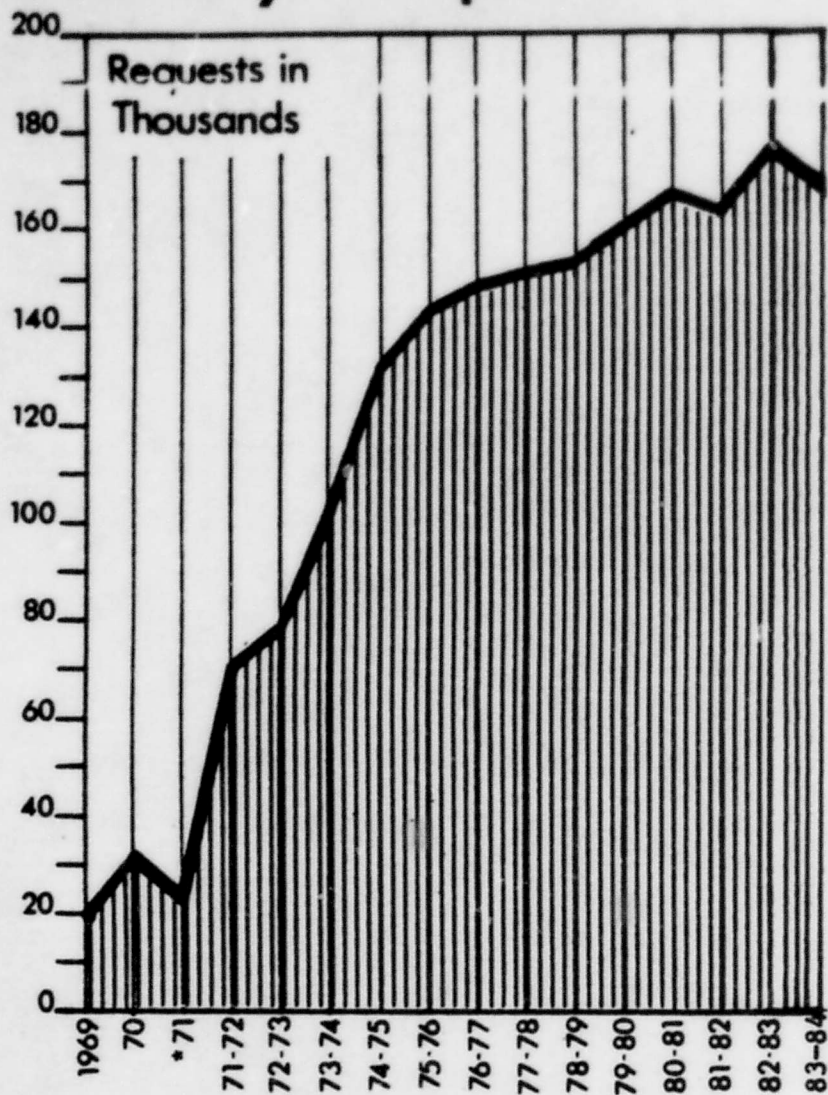
Jan. 1969 - June 1984

*indicates 6-month period only

Source: MINITEX office.

FIGURE 2.

Reference Requests

Requests in Hundreds

July 1974 - June 1984
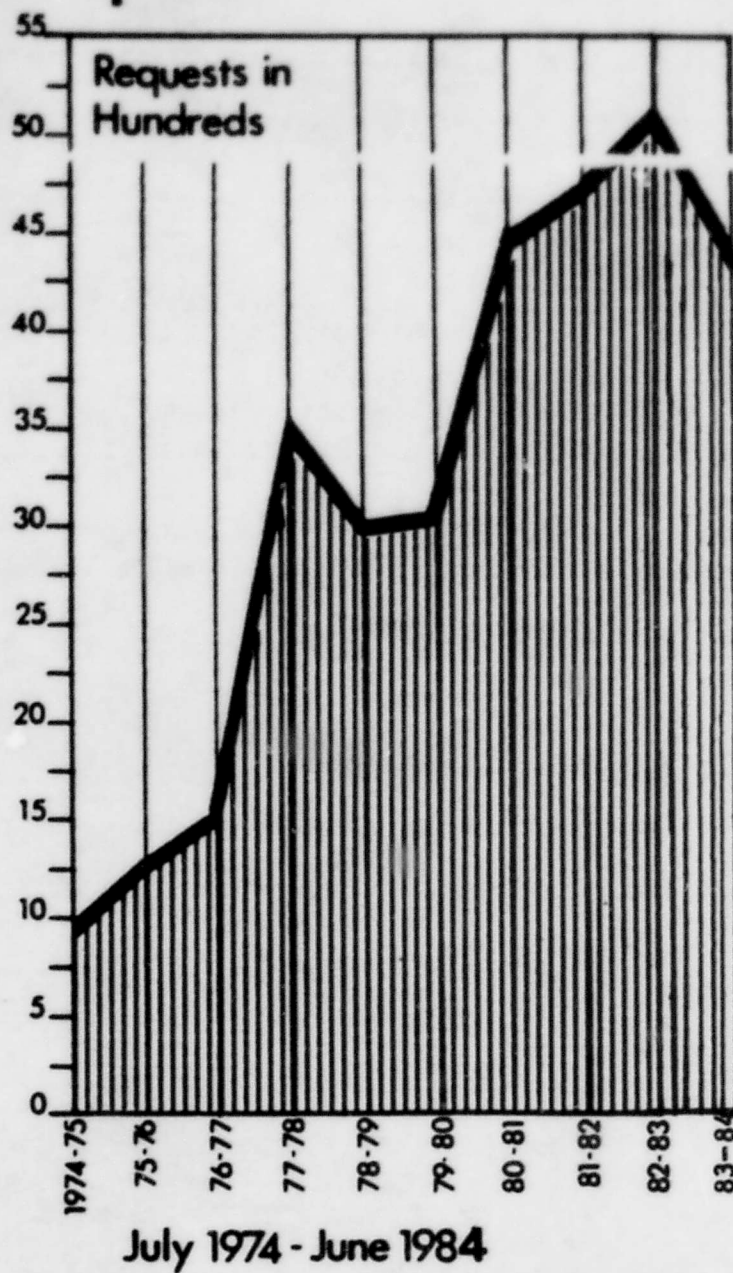
Source: MINITEX office.

of periodicals to MINITEX so that other libraries needing back issues or replacement copies may place requests and receive copies needed for their collections. Since 1974, librarians have sent approximately 2.2 million items, and over 210,000 of these were provided by MINITEX to other libraries.

o During fiscal year 1984, librarians sent in 255,914 items which produced 21,851 needed items for participating libraries.

Table 2 shows the activities of this service the past four fiscal years:

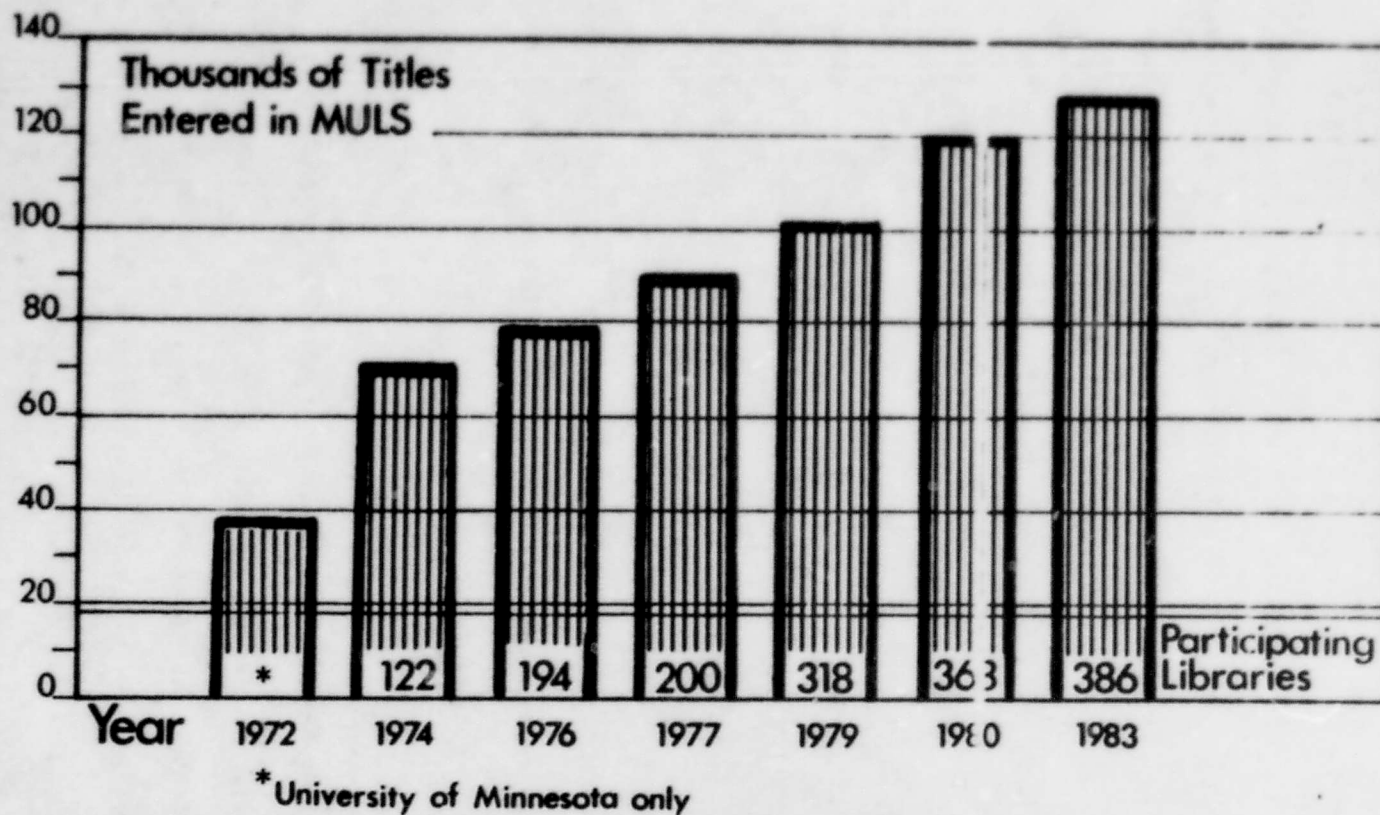
TABLE 2. SERIALS EXCHANGES, 1980-1984

	1983-84	1982-83	1981-82	1980-81
Received at Univ. of MN	255,914	220,058	230,525	232,792
Provided to libraries	21,851	27,314	23,314	30,744

MULS

MULS: A Union List of Serials was developed in the early 1970s when it became clear that a data base identifying where serials were held was necessary for an efficient resource sharing program. The preliminary edition of MULS listing 38,000 titles was issued in 1972. It has grown to be a machine-readable data base which contains over 126,000 titles representing periodical holdings of 386 academic, public, governmental, medical, seminary and other libraries in Minnesota, North Dakota, South Dakota, Wisconsin, and Iowa. Holdings from Minnesota, North Dakota, and South Dakota continue to be updated. MULS supports cataloging, resource sharing, and collection development. Originally used as the basis for CONSER (Conversion of Serials), a national online catalog data base, it continues to contribute updated records for MINITEX libraries. Accurate, standardized descriptions of items owned, and knowledge of where each item is held are essential characteristics of the MINITEX bibliographic data bases. Figure 3 shows the number of titles and participating institutions for each published edition of MULS.

FIGURE 3.
MULS Publications

Thousands of Titles Entered in MULS

Year	1972	1974	1976	1977	1979	1980	1983
Participating Libraries	*	122	194	200	318	363	386

*University of Minnesota only

There were no new MULS publications for the years not shown.

Source: MINITEX office.

o During fiscal year 1984, the MULS staff received 29,883 updates to the data base.

By 1983, the number of records in MULS (128,000 titles) exceeded the capacity of the system used to produce MULS; the computer language used for the system was badly outmoded and no longer used in data processing; and the University no longer employed anyone familiar with the language. Moreover, between 1972 and 1983, there had been a revolution in library automation with a number of vendors offering systems specifically designed for the complex bibliographic data bases used by libraries. When it became apparent that MULS could no longer be produced as it had in the past, it was agreed that the new system for MULS should allow access in an online mode and that an established vendor would best be able to meet this need. A draft Request for Proposal has been prepared to achieve this goal.

Until a new system is installed, MULS updates are being maintained in a paper update file regularly checked by Document Delivery staff in the processing of document delivery requests.

ONLINE CATALOGING SYSTEM

The Coordinating Board has a contract with OCLC Online Computer Library Center, Inc. (OCLC), the nation's largest system for computer-assisted cataloging, to provide these services in Minnesota and its contiguous states. OCLC not only provides cooperative online shared cataloging (eliminating the need for each library to catalog the same book), but also indicates which libraries hold individual titles in their collections, thus, enhancing the ability to share resources.

Computer-assisted cataloging by MINITEX libraries improves access to local library resources while it builds an online catalog of materials held in MINITEX libraries. This online catalog of materials, like the MULS union list of periodicals, newspapers and serials, allows efficient identification and location of material needed by MINITEX library patrons.

o During fiscal year 1984, the staffs of 10 new libraries were trained
on the OCLC system. Participating libraries added 27,836 new titles
to the data base which now contains over 11 million machine-readable
records. The 160 MINITEX libraries created approximately 1,163,327
records during the year.

o The total number of OCLC terminals reached 174 at 160 individual
institutions.

OCLC has been increasingly available as Table 3 indicates.

TABLE 3. PARTICIPATION IN OCLC, 1980-85

	1984-85*	1983-84	1982-83	1981-82	1980-81
Libraries	160	126	127	105	97
Terminals	174	145	143	118	110

*as of January 1985

RELATED SERVICES AND ACTIVITIES

MINITEX workshops, forums and training sessions provide librarians with

opportunities to learn from each other and to find new ways to realize the

benefits of cooperation in providing service to library patrons. During

1983-84 MINITEX co-sponsored the Tri State Automation in Libraries Institute

with the North Dakota State Library, the South Dakota State Library and the

Minnesota Office of Library Development and Services. More than 220 library

staff members attended. Evaluations indicate the institutes were well received,

and plans have been made to hold another series of institutes in 1984-85.

MINITEX received a $5,125 grant from the Council on Library Resources

for the development and analysis of a document delivery model for resource

sharing. The purpose of the model is to define all the components of inter-

library loan activities from a user request to receipt of the materials.

The resulting model could be used by libraries and networks to study and

evaluate existing services and to plan interlibrary loan sharing arrangements.

IV. PROGRAM ADMINISTRATION

Coordinating Board staff determine the general policy direction of the MINITEX program, set the goals and objectives of MINITEX, define MINITEX services, develop budget requests, contract for major services, and represent MINITEX to the legislature and the public. In addressing its responsibility, the Coordinating Board works with an advisory committee appointed by the Minnesota Higher Education Coordinating Board executive director; the committee met six times in 1984 (see Appendix C for the members of the advisory committee).

The Coordinating Board contracts with the University of Minnesota for MINITEX services. The University manages the day-to-day operation of the program and services with a staff of 19.4 plus the equivalent of 18.4 full-time students working at the MINITEX office in Wilson Library.

Throughout the last decade, several principles have guided the administration of MINITEX:

1. The local library is the most appropriate user service level. MINITEX is an interlibrary network, and therefore does not serve patrons directly. It is an agency to enhance local library service through cooperation among libraries.

2. The local library is responsible for its own collections, bibliographic records and personnel. It is the responsibility of an academic library to provide the collection to support its institution's educational and research programs, and the responsibility of other libraries to provide the collection to support the needs of their clientele. There is no substitute for having needed items available locally; in fact, 95 percent of library needs should be met at the institutional level, and only exceptional needs should be referred to MINITEX.

3. Local libraries are responsible for determining their clientele and selecting appropriate services. Screening of requests is done locally by the librarian, not by MINITEX.

4. Participation in MINITEX should improve or provide additional service to the user. In no case should participation lead to deterioration of service to the user.

5. MINITEX participation should aid in cost effectiveness in individual libraries and allow for improved use of available funding.

6. National standards and protocols (bibliographic, telecommunications, formats, etc.) should be adopted uniformly in the development of any programs or systems. Programs should be developed with flexibility so they can be expanded to integrate with regional or national programs, or support local cooperative activity.

7. To the degree that it is economically feasible, it is appropriate for the network to support access to the communication, delivery, and bibliographic systems, but local use of the system and the accompanying costs are the responsibility of the individual library.

8. All functions should support sharing resources.

9. All procedures and functions should be service producing.

V. SOURCES OF FUNDING AND PROGRAM COSTS

The MINITEX program is supported through direct appropriations to the Minnesota Higher Education Coordinating Board for service to educational and state agency libraries. In addition, the Coordinating Board contracts with the Minnesota Department of Education Library Development and Services Office (LDS), North Dakota, and South Dakota to provide service to Minnesota's public libraries and designated libraries in North and South Dakota. Table 4 indicates the source of revenue for the 1984 fiscal year.

TABLE 4. SOURCES OF REVENUE, FISCAL YEAR 1984

Direct appropriation to HECB	$641,386
LDS contract	$150,405
North Dakota contract	$ 85,738
South Dakota contract	$ 58,299
TOTAL REVENUES	$935,848

Expenditures for the MINITEX program are allocated to the five MINITEX services. In addition, under the contracts with North and South Dakota there is a payment to the University of Minnesota for collections development to compensate for the borrowing from those states. In addition, funds are being carried over into fiscal year 1985 to support the MULS project and the refurbishing and processing of the OCLC network tapes which contain the OCLC holdings of all participating MINITEX libraries. Expenditures for fiscal year 1984 are shown in Table 5.

TABLE 5.   EXPENDITURES BY PROGRAM, FISCAL YEAR 1984

Document delivery	$538,833
MULS: A Union List of Serials	$ 63,338
Reference and information	$102,056
Online cataloging	$ 65,180
Serials exchange	$ 27,900
Collections development	$ 24,641
Carryover to fiscal year 1985	$113,900
TOTAL EXPENDITURES	$935,848

MINITEX is a low cost service because of its unusual nature and organization. Most other library networks in the country are organized as private non-profit corporations with their own independent library boards. These networks must be concerned with operational detail such as capital investment, overhead, and internal management systems necessary for tracking costs to be translated into user fees. Because MINITEX is a state program funded through a state appropriation to the Coordinating Board and housed at the University of Minnesota, there are no overhead charges to support these costs; thus they are modest compared to those of other networks. Further, the sophisticated accounting systems necessary to determine and create billing procedures are unnecessary due to the method of MINITEX funding. This greatly increases program efficiency and cost effectiveness.

VI. RECENT DEVELOPMENTS

During 1983-84, an interim director remained in charge of MINITEX while a search for a permanent director continued. MINITEX staff concentrated on site visits to the major participants in the MINITEX program. These visits served to provide information about the MINITEX program to local librarians and also to gather suggestions, concerns and ideas for improving services to these libraries in order to assist them in providing informational services to their patrons.

In June, a permanent director was hired. A summary of the program developments which began in 1983-84 and continue into the current fiscal year is provided below. One of the most significant developments within the region is the number of automated online systems being purchased by local libraries to improve library services to their patrons. These systems in turn affect MINITEX services because they have the potential to link the holdings of several libraries.

The HECB/MINITEX Advisory Committee spent considerable time in 1983-84 discussing the role of MINITEX and its mission. Based on its discussion, the committee recommended a MINITEX Management Plan which included a mission statement, goals, a listing of the services and functions of MINITEX, and objectives for MINITEX for fiscal year 1985. The management plan was accepted by the executive director of the Coordinating Board (see Appendix D for the management plan).

MINITEX continued and expanded the direct borrowing pilot test among the state university libraries by adding Bemidji and Marshall to its MINITEX Statewide Delivery System. During the project, materials are requested, one library from another, electronically online through the PALS system.

Those materials then are physically moved between campuses through the MINITEX Statewide Delivery System. MINITEX plans to evaluate the pilot test direct borrowing in March/April 1985 to determine how well it is operating to improve services to patrons of the state university libraries and to test its feasibility for other libraries.

Another pilot project has been to develop multiple levels of document delivery service based on the amount of time a library patron is able to have MINITEX search for an item. Libraries indicate, for example, one level of request for items needed quickly by the patron on the understanding that fewer sources can be searched in the time allotted, while another request level is indicated for items which the patron wants despite possible delays due to the time needed for more thorough searching and referral. This project was initiated to allow libraries to choose how MINITEX should handle their request based on time constraints, to even the flow of work in the MINITEX office, and to enable the library to tell a patron when the material or a response to the request can be anticipated. Data on the turn-around time for each request level and for the whole document delivery service will be evaluated at the end of 1984-85.

MINITEX provided a technology initiative within its office so that MINITEX staff would have access to microcomputer equipment to improve productivity and communication with librarians in participating MINITEX libraries. This technology initiative is tied to an electronic mail system that has been added to the MINITEX services to tie together more than 80 libraries to improve sending requests to MINITEX as well as providing the opportunity for MINITEX to begin sending messages and reports electronically more efficiently and quickly than through usual mail routines.

In addition to operational and programmatic areas, MINITEX has continued to explore some of the major issues developing in the region affecting continued efficient and effective resource sharing in the future. A survey of automation

planning is underway in the region, jointly with the Minnesota Office of Library Services and Development. In addition, plans are being made to open an ongoing dialogue with MINITEX participating libraries on what they believe their role will be in the future as they purchase local automated library systems. These systems will provide them with improved circulation systems and online access for their patrons to their collections and the collections of other cooperating libraries.

MINITEX has an important leadership role in carrying out its mission "to enhance the effectiveness and efficiency of all participating libraries by expanding their access to state, regional, national and international library resources." The access, coodination of that access, physical delivery of materials and training will be addressed by MINITEX and participating libraries.

Meanwhile, access to the collections of the University of Minnesota-Twin Cities campus will continue. Procedures for improving access to the collections are being reviewed because in three years the University Library will have an online catalog that can be accessed directly by MINITEX participating libraries. The volume of requests to MINITEX for materials held by the University Libraries is likely to increase, and MINITEX will need to have in place improved access and physical delivery procedures to that materials will reach the requesting patron quickly.

This additional increase in access to the University Libraries also will affect other library collections as well because increased online access will be available to those collections through the purchase of local online automated library systems.

The ability to not only know if a library holds a particular book, but to also know whether that particular book is on the shelf or checked out will affect the expectations of both patrons and library staff.

VII. CONCLUSION

Resource sharing and library cooperation are undergoing intense change because of developing technologies. Libraries and MINITEX will benefit from those technologies, but the main beneficiary should be the scholars and citizens of participating MINITEX libraries in Minnesota, as well as North Dakota and South Dakota. Participation in MINITEX should improve or provide additional service to the patron, and participation in MINITEX should aid in cost effectiveness in individual libraries and allow for improved use of available funding.

APPENDICES

APPENDIX A. MINITEX PARTICIPATING LIBRARIES

Minnesota Academic Libraries
Anoka Area Voc-Tech Institute
Anoka-Ramsey Community College
Arrowhead Community College
  Hibbing Campus
  Itasca Campus
  Mesabi Campus
  Rainy River Campus
  Vermilion Campus
Augsburg College
Austin Area Voc-Tech Institute
Austin Community College
Bemidji State University
Bethany Lutheran College
Bethany Lutheran Seminary
Bethel College
Bethel Theological Seminary
Brainerd Community College
Carleton College
College of St. Benedict
College of St. Catherine
College of St. Scholastica
College of St. Teresa
College of St. Thomas
Concordia College, Moorhead
Concordia College, St. Paul
Dakota County Area Voc-Tech Institute
Fergus Falls Community College
Freshwater Biological Institute
Golden Valley Lutheran College
Gustavus Adolphus College
Hamline University
  Bush Memorial Library
  Law Library
Hennepin Technical Center, North
Hennepin Technical Center, South
Hormel Institute
Inver Hills Community College
Lakewood Community College
Luther-Northwestern Seminary Libraries
Macalester College
Mankato Area Voc-Tech Institute
Mankato State University
Dr. Martin Luther College
Mayo Clinic Library
Metropolitan State University
Minneapolis College of Art and Design
Minneapolis Community College
Moorhead State University
Normandale Community College
North Central Bible College
North Hennepin Community College
Northland Community College
Northwestern College
Red Wing Area Voc-Tech Institute
Rochester Community College

Minnesota Academic Libraries
St. Cloud Area Voc-Tech Institute
St. Cloud State University
St. John's University
St. Mary's College
St. Mary's Junior College
St. Olaf College
St. Paul Bible College
St. Paul Seminary
Southwest State University
United Theological Seminary of the
  Twin Cities Library
University of Minnesota-Biomedical Library
University of Minnesota-Law Library
University of Minnesota-St. Paul Campus Lib.
University of Minnesota-Wilson Library
University of Minnesota-Duluth Campus Lib.
University of Minnesota-Duluth Health
  Sciences Library
University of Minnesota-Morris
University of Minnesota Technical College-
  Crookston
University of Minnesota Technical College-
  Waseca
William Mitchell College of Law
Willmar Community College
Winona State University
Worthington Community College
916 Area Voc-Tech Institute

Minnesota State Agency Libraries
Iron Range Research Center
Minnesota Attorney General's Office
Minnesota Criminal Justice Program Library
Minnesota Department of Economic Security
Minnesota Department of Education
Minnesota Department of Energy and
  Economic Development
Minnesota Department of Health
Minnesota Department of Public Welfare
Minnesota Department of Transportation
Minnesota Historical Society
Minnesota Legislative Reference Library
Minnesota Office of Library Development
  Services
Minnesota Pollution Control Agency
Minnesota State Law Library
Minnesota Zoological Gardens

Minnesota Public Libraries
Anoka County Library
Austin Public Library
Carver County Library System
Dakota County Library System
Duluth Public Library

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Minnesota Academic Libraries

Anoka Area Voc-Tech Institute
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  Itasca Campus
  Mesabi Campus
  Rainy River Campus
  Vermilion Campus
Augsburg College
Austin Area Voc-Tech Institute
Austin Community College
Bemidji State University
Bethany Lutheran College
Bethany Lutheran Seminary
Bethel College
Bethel Theological Seminary
Brainerd Community College
Carleton College
College of St. Benedict
College of St. Catherine
College of St. Scholastica
College of St. Teresa
College of St. Thomas
Concordia College, Moorhead
Concordia College, St. Paul
Dakota County Area Voc-Tech Institute
Fergus Falls Community College
Freshwater Biological Institute
Golden Valley Lutheran College
Gustavus Adolphus College
Hamline University
  Bush Memorial Library
  Law Library
Hennepin Technical Center, North
Hennepin Technical Center, South
Hormel Institute
Inver Hills Community College
Lakewood Community College
Luther-Northwestern Seminary Libraries
Macalester College
Mankato Area Voc-Tech Institute
Mankato State University
Dr. Martin Luther College
Mayo Clinic Library
Metropolitan State University
Minneapolis College of Art and Design
Minneapolis Community College
Moorhead State University
Normandale Community College
North Central Bible College
North Hennepin Community College
Northland Community College
Northwestern College
Red Wing Area Voc-Tech Institute
Rochester Community College

Minnesota Academic Libraries

St. Cloud Area Voc-Tech Institute
St. Cloud State University
St. John's University
St. Mary's College
St. Mary's Junior College
St. Olaf College
St. Paul Bible College
St. Paul Seminary
Southwest State University
United Theological Seminary of the
  Twin Cities Library
University of Minnesota-Biomedical Library
University of Minnesota-Law Library
University of Minnesota-St. Paul Campus Lib.
University of Minnesota-Wilson Library
University of Minnesota-Duluth Campus Lib.
University of Minnesota-Duluth Health
  Sciences Library
University of Minnesota-Morris
University of Minnesota Technical College-
  Crookston
University of Minnesota Technical College-
  Waseca
William Mitchell College of Law
Willmar Community College
Winona State University
Worthington Community College
916 Area Voc-Tech Institute

Minnesota State Agency Libraries

Iron Range Research Center
Minnesota Attorney General's Office
Minnesota Criminal Justice Program Library
Minnesota Department of Economic Security
Minnesota Department of Education
Minnesota Department of Energy and
  Economic Development
Minnesota Department of Health
Minnesota Department of Public Welfare
Minnesota Department of Transportation
Minnesota Historical Society
Minnesota Legislative Reference Library
Minnesota Office of Library Development
  Services
Minnesota Pollution Control Agency
Minnesota State Law Library
Minnesota Zoological Gardens

Minnesota Public Libraries

Anoka County Library
Austin Public Library
Carver County Library System
Dakota County Library System
Duluth Public Library

Minnesota Public Libraries
East Central Regional Library
Great River Regional Library
Hennepin County Library
Kitchigami Regional Library
Lake Agassiz Regional Library
Marshall-Lyon County Library
Minneapolis Public Library and
    Information Center
Nobles County Library and Infor-
    mation Center
Northwest Regional Library
Pioneerland Library System
Ramsey County Public Library
Rochester Public Library
St. Paul Public Library
Scott County Library System
Traverse des Sioux Library System
Viking Library System
Virginia Public Library
Washington County Library
Winona Public Library

Other Minnesota Libraries
*Abbott-Northwestern Hospital Library
*Bethesda Lutheran Hospital Library
*Children's Hospital Library
*Fairview Hospital Library
 Fairview-Deaconess Hospital Library
*Golden Valley Health Center Library
*Hennepin County Medical Center
 James J. Hill Reference Library
*Mercy Medical Center Library
*Methodist Hospital Library
 Midway Hospital Library
*Mount Sinai Hospital Library
 North Central Forest Experiment Station
*North Memorial Medical Center Library
*Ramsey County Medical Society/United Hosp.
*St. John's Hospital Library
*St. Joseph's Hospital Library
*St. Louis Park Medical Center Library
*St. Mary's Hospital Library
*St. Paul Ramsey Hospital
 U.S.Environmental Protection Agency
 U.S. Fish and Wildlife Service
*Unity Hospital Library
*Veteran's Administration Hospital

North Dakota Libraries
North Dakota State Library
North Dakota State University
University of North Dakota-Chester Fritz Lib
University of North Dakota-Harley E French
    Medical Library
University of North Dakota-Thormodsgard
    Law Library

South Dakota Libraries
Alexander Mitchell Public Library
Black Hills State College
Dakota State College
Northern State College
Rapid City Public Library
Sioux Falls College
Sioux Falls Public Library
South Dakota School of Mines and Technology
South Dakota State Library
South Dakota State University
University of South Dakota, Springfield
University of South Dakota-I.D. Weeks Lib.
University of South Dakota-Lommen Health
    Sciences Library
Veteran's Administration Medical Center

Wisconsin Libraries
Wisconsin Interlibrary Services-
    University of Wisconsin
Wisconsin Reference and Loan Library

Canadian Library
Lakehead University

*partial MINITEX service

Dates	Participants	Funding	Communications	Delivery	Biblio/MULS	Biblio/OCLC	Document Delivery	Reference	Serials Exchange	Training/Skills Development	Governance	Reciprocal Arr/Contracts Memberships	Access to Resources	Grants
Ja-De1969	11		11 TWX				19,993							$ 25,800 HECB
Ja-De1970	15		11 TWX				31,359							$ 25,400 HECB $ 25,800 HECB $ 25,800 HECB
Ja71-Je71	16	$ 25,000 U of M State Coll bd	12 TWX				23,576							
J171-Je72	43	$150,000 HECB $ 95,731 OPLIC	34 TWX		MULS prelim.ed 3 vols. 38,000 titles		71,353				5 elected 4 ex of) Advisory Annual Meeting	OPLIC contract WILS (Wisconsin reciprocal)	Participants agree to share resources	
J172-Je73	66	$150,000 HECB $ 95,246 OPLIC	42 TWX 15 MERITTS				79,254			Reference Workshop	Annual Meeting			
J173-Je74	90	$248,600 HECB $135,246 OPLIC	50 TWX 15 MERITTS WATS phone Messenger	5 Couriers			100,111			3 Reference Weeks 2 Online subject search workshops	7 elected 4 ex of) Advisory Annual Meeting			$ 20,000 HECB
J174-Je75	136	$248,600 HECB $ 72,000 OPLIC $ 21,500 NoDak	52 TWX 15 MECC	7 Couriers	ACK MULS 1st ed. 5 vols. 71,000 titles 120 libraries		129,118	861	145,000 rec'd 10,068 pro'd	5 Reference weeks 7 Reference days	Annual Meeting	North Dakota (contract) MIDLNET, CCLN (membership) CONSER (partic.)	North Dakota	
J175-Je76	146	$350,000 HECB $120,000 OPLIC $ 21,500	52 TWX 15 MECC	7 Couriers	SDULS MULS fiche ed.		144,436	1,249	216,623 rec'd 25,259 pro'd	4 Everyman's Guide to the Whole Library (U of M Extension Course)			BILD	
J176-Je77	146	$350,000 HECB $120,000 OPLIC $ 32,500 NoDak $ 26,500 Mont.	52 TWX 15 MECC	7 Couriers	ULMS (Mont.) MULS fiche ed.	31 libraries 34 terminals 100,000	149,104	1,470	226,820 rec'd 25,259 pro'd	6 OCLC training workshops 2 OCLC cat user groups OCLC auto/stats workshop 6 Everyman's Guide...	10 elected 6 ex of) Advisory 7 Advisory meetings Annual Meeting		National Libraries LC, NLM, NAL	$ 226,000 HECB $ 64,000 HECB
J177-Je78	150	$400,000 HECB $135,000 OPLIC $ 30,000 NoDak	50 TWX 15 MECC 1 UCC 1 TI	7 Couriers	MULS 2nd ed. 7 vols. 90,000 titles 200 libraries SDULS	56 libraries 53 terminals 1 million holdings	151,299	3,319	236,868 rec'd 24,135 pro'd	8 OCLC training workshops 12 regional copyright 3 Cat. Users Group mtg. OCLC Workflow workshop 3 Ref. Users Group mtg. 6 Everyman's Guide...	6 Advisory meetings Annual Meeting	South Dakota (contract)	South Dakota	$139,000 HECB $ 25,000 HECB Union List Serials
J178-Je79	154	$425,000 HECB $135,000 OPLIC $ 30,000 NoDak $ 33,325 SoDak $ 48,750 Wisc	44 TWX 15 MECC 3 UCC 4 TER	8 Couriers	MULS 2nd ed. rev-fiche 101,007 titles 318 libraries	66 libraries 72 terminals 1,800,000 holdings	152,007	2,973	216,963 rec'd 21,538 pro'd	6 OCLC training workshop 3 cat users groups 3 regional meetings 1 SD training meeting 2 ref. userss support 2 data base training mtgs. 6 Everyman's guide...	5 Advisory meetings Annual Meeting		Colleges of Mid America	$ 32,400 HECB
J179-Je80	158	$475,000 HECB $144,000 OPLIC $ 40,000 NoDak $ 40,000 SoDak $ 49,500 WULS $ 35,750 IULS	35 TWX 15 MECC 3 UCC 12 300/1200 terms. 2 OCLC	8 Couriers	Adding Iowa & Wisc holdings 3rd ed. in 1980 375 libraries 110,000 titles MULS Manual	84 libraries 91 terminals 2,800,000 holdings	160,609	3,026	223,676 rec'd 25,403 pro'd	5 OCLC Cat Users Group 3 OCLC Ill Workshops 1 Ref Resources Workshop 1 Bib Instruction Workshop 3 Regional Ref meetings 13 Database training 3 Everyman's Guide... 241 Site Visits	5 Advisory meetings			

Dates	Participants	Funding	Communications	Delivery	Biblio/INULS	Biblio/OCLC	Document Delivery	Reference	Serials Exchange	Training/Skills Development	Governance	Reciprocal Arr/Contracts Memberships	Access to Resources	Grants
J180-Je81	158	$51?,000 HECB $129,500 OPLIC $ 46,556 No Dak $ 42,600 SoDak $ 22,791 WNLS $ 16,750 INLS	4 TWX 15 MECC 1 UCC 56 300/1200 terms. 2 OCLC	8 Couriers	INULS 3rd ed. published 360 libraries 120,000 titles	97 libraries 110 terminals 1.8 million holdings	168,039	4,376	232,792 rec'd 30,744 pro'd	16 OCLC reg. meetings 3 AACR3 workshops 3 OCLC Cat. workshops 2 OCLC ILL workshops 17 Data base training 14 Req. Ref. meetings 5 Census workshops 37 telecomm trng. 257 site visits	2 Advisory Committee Meetings			
J181-Je82	157	$557,900 HECB $137,500 OPLIC $ 53,3?? NoDak $ 49,721 SoDak	4 TWX 15 MECC 1 UCC 62 300/1200 terms. 2 OCLC	8 Couriers	INULS database contains: 125,000 titles 371 libraries 5,000 new titles added ------------ LC-NH Name Authority File	106 libraries 110 terminals 4.9 million holdings	163,104	4,666	230,525 rec'd 23,120 pro'd	7 Database trng. 4 Ref. wkshps/trng 8 OCLC Cat. workshops 2 OCLC ILL. workshops 2 OCLC Tagging workshops 3 Operator Update ses. 6 Telecomm trng. 393 site visits			MIDLNET Pilot Proj. U of Ill., Ill. State Library	
J182-Je83	162	$601,500 HECB $143,262 OPLIC $ 57,391 NoDak $ 49,722 SoDak	2 TWX 16 MECC 1 UCC 63 300/1200 terms. 2 OCLC	8 Couriers	INULS 3rd ed. revised 126,000 titles 306 libraries	127 libraries 143 terminals 6 million holdings	176,197	5,040	220,056 rec'd 27,314 pro'd	30 Database trng thru Dialog 4 Ref. wkshps/trng 4 Regional Meetings 4 OCLC Basic book wkshps 2 Serials tagging wkshps 3 Audio-visual 1 Music 1 Manuscripts 4 ILL 6 Operator Update 200 site visits	6 Advisory Committee Meetings			

APPENDIX C. MINITEX ADVISORY COMMITTEE

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- city and city/county
  libraries

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- regional system libraries

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Brooklyn Park, MN 55445
  612/425-4541
- community colleges

Patricia Fenton
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Minn. Pollution Control Agency
1935 West County Road B-2
Roseville, MN 55113
  612/296-7283
- state agency libraries

Virgil Massman
James J. Hill Reference Lib.
80 West 4th Street
St. Paul, MN 55102
  612/227-9531
- private colleges

Darrel Meinke
Livingston Lord Library
Moorhead State University
Moorhead, MN 56560
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- state universities

Harold Opgrand
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MINITEX is a publicly supported network of academic, public and state agency libraries working cooperatively to improve library service. The mission of MINITEX is to enhance the effectiveness and efficiency of all participating libraries by expanding their access to state, regional, national and international library resources. This is accomplished by sharing library resources including collections, bibliographic records and holdings and references services through the use of conventional, as well as innovative, procedures and technologies. With this service, library patrons have much more effective access to a full range of state and regional library resources.

The Goals of MINITEX are:

1. To facilitate resource sharing activities of its participants.
2. To provide and offer leadership and expertise to participating libraries and other public bodies in furthering interlibrary cooperation and innovation.
3. To provide access to bibliographic records for the participants.
4. To provide a forum for ongoing planning of interlibrary activities in Minnesota and the region.
5. To cooperate with other groups and agencies with similar goals and activities.

The Services and Functions of MINITEX are:

1. To operate a document delivery program.
2. To operate the MULS program.
3. To offer and support online shared cataloging services and related activities.
4. To operate a backup reference service.
5. To cooperate with the University of Minnesota in the operation of a serials exchange program.
6. To effectively communicate to all constituencies information on MINITEX programs and policies.
7. To provide a forum for training, continuing education and professional development relevant to the services and functions of MINITEX.
8. To identify and facilitate consideration of current technologies and innovations which may affect library cooperation.

The Objectives of MINITEX for fiscal year 1985 are:

1. To handle 183,250 document delivery requests.
2. To plan to implement MULS in an online mode.
3. To add ready-for-entry update holdings items to the MULS data base.
4. To provide support for the serials exchange program.
5. To update the MINITEX directory.
6. To handle 4,525 reference questions.
7. To provide an annual status report to participants and other interested parties.
8. To pilot test direct borrowing with the state university libraries.
9. To evaluate the use of multi-level requests for document delivery.

10. To provide at least two training and development workshops relevant to the services and functions of MINITEX.
11. To provide OCLC services and training to 145 or more libraries.
12. To provide forum(s) for consideration of current activities and innovations.
13. To develop a plan for MINITEX's role in library automation.

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