RACL Executive Committee (RACL Exec)
Meeting Minutes
January 12, 2024

RACL Exec Attendees:

Angiah Davis	Alan Karass
David Edens	LaVerne L. McLaughlin
Julius Fleschner	Jeff Steelyfe
Sonya Gaither	Ru Story-Huffman
Karen Glover (for Leslie Sharp)	Brad Warren
P. Toby Graham	Melissa Whitesell (Chair)
Lucy Harrison	

GALILEO/USG Staff:

Brad Baxter	Sean C Purcell
Sean Boyle	John Stephens
Jeff Gallant	Joy Woodson
Russell Palmer	

Agenda:
Chair Melissa Whitesell called the meeting to order. Lucy Harrison took roll. LaVerne McLaughlin moved to approve the agenda, David Edens seconded, and the agenda was approved. LaVerne McLaughlin moved to approve the minutes from the August meeting, Toby Graham seconded, and the minutes were approved.

USG-Specific Updates:
Lucy shared that we had hoped to add library representation to the new Research RAC, but that request was not approved.

Toby Graham informed the group that legislation is moving forward to establish a UGA medical school. Currently there is a partnership between Augusta University and UGA to provide medical programs in Athens. Toby will keep us updated as this proposal moves through the process. UGA has also hired Sarah Wright as the new Associate University Librarian for Learning Services and Academic Engagement.

Karen Glover shared that Georgia Tech's Fulton Bag and Cotton Mill exhibit just won an award from the Georgia Association of Museums. She encourages RACL members to visit:
https://library.gatech.edu/news/now-through-march-2024-fulton-bag-and-cotton-mill-new-south-industry

Brad Warren shared that there is a proposal to start a dental school at Georgia Southern University. The current dental school at Augusta University has been trying a regional model but has hit roadblocks in hiring faculty to teach at the dental school. Augusta University is also in the middle of accreditation and has their library visit next week.

Sonya Gaither shared that her proposed reorganization was approved, and that Clayton State is also going through SACS.

Courier RFP:
Lucy updated the group on the courier RFP. The courier contract is managed by GPLS. GIL experts have been added to the RFP team and requirements have been updated to reflect GIL needs but given the low volume of USG transactions, GIL is considering moving to the FedEx or UPS state contract instead. The team has passed questions along to FedEx and will report back with a formal recommendation soon.

GIL/Alma Updates:

Lucy asked RACL Exec to approve the charge, scope, and membership of the Collaborative Collection Management group, which was formed after the recent RACL discussion around last copy and ERIC fiche, within the context of a move to FOLIO and potential membership in groups like EAST.

- **CHARGE:** Collaborative Collection Management group will analyze the state's physical item collection to look at overlaps and identify unique collections, recommend retention policies and practices based on the analysis, and report out to RACL at their Spring meeting.
- **IN SCOPE** for the group: Analysis of state physical collection at a collection level, looking at issues of storage, process/policy, and high-level service.
- **OUT OF SCOPE:** Title level decisions/analysis, shared technical services, ILL including controlled digital lending, and electronic resources.
- **MEMBERSHIP:** Jay Forrest, Chair (Tech), Emily Hopkins (UGA), Elizabeth Lightfoot (Augusta), and Skye Hardesty (GSU). Joy Bolt (UNG) is the RACL liaison.

Melissa Whitesell motioned to approve the charge, scope and membership; Julius Fleschner seconded, and the motion carried.

Sean Boyle then provided the following highlights from GIL Committee work:

- **Acquisitions:** Working through data clean up tasks. Tasks posted to wiki and LibGuide.
- **Analytics:** Presented ACRL/IPEDS dashboard at Inst Leads Meeting (Nov).
- **Cataloging:**
  - Finished review of data cleanup tasks, created reports
  - Reviewing use of local fields needed by FOLIO – 952, 999 – and moving data from those
- **Fulfillment:**
  - Complete work on data cleanup reports. Reports available on LibGuide
  - Kicked off Institutional Billing process
  - Approved/activated "accrued fines" feature
- **GALILEO Portfolio Analysis:** Begin review of overlap between aggregators across platforms EBSCO/ProQuest/Gale.
- **GKR:** Developing survey of GKR participants asking about how datasets are hosted and open data is handled.
- **OPAC:** Working on EDS New UI testing template.
- **RACL Library Impact and Value:** Continuing work with GGC IT to pass attributes to OpenAthens for correlating library usage and student success.
- **Special Collections:** Continue discussion of existing workflows, will work on developing flowchart tool to outline new workflows as applicable to our respective institutions' capabilities.

The full GIL/Alma updates report is available here.

Sean asked the committee to confirm Elizabeth Lightfoot (Augusta University) as the Vice Chair for the Acquisitions/ERM Committee. Jeff Steely moved to approve, Sonya Gaither seconded, and the motion passed. There is still a vacancy for the Vice Chair position for the Georgia Knowledge Repository Committee. Sean will continue to push for a volunteer to fill that role.

Sean also provided an update on GUGM plans, which will be held in person at Middle Georgia State University on May 13 and 14, 2024. The proposed schedule includes a preconference from 1- 4 p.m. on

May 13 for just the Implementation Team and EBSCO; followed by a full conference day for all USG Library faculty/staff (including Imp Team and EBSCO) on May 14. There will be a keynote from EBSCO providing insight into the FOLIO and OpenRS roadmaps, opportunities for committees to meet and ask questions of EBSCO staff, and a Q&A session at the end of the day. This event is the official kickoff of FOLIO implementation.

FOLIO and OpenRS Planning and Implementation:
Sean Boyle then provided a detailed update and timeline for the various project components:

FOLIO/OpenRS
- December 21, 2023 – FOLIO Poppy release available.
- January 2024 – EBSCO begins building out pre-implementation test environments
  - Central tenant as well as individual tenants.
  - GIL and GALILEO test patron load and authentication processes.
  - GIL work with EBSCO to load library test data (configurations, locations, etc.).
- Feb 2024 – May 2024
  - GIL and GALILEO test patron load and authentication processes.
  - GIL work with EBSCO to load library test data (configurations, locations, etc.).

Panorama
- Current work
  - 1st cohort data loads mostly complete.
  - Dashboards are taking shape and should be available for review in the next few weeks.
  - 2nd cohort data has been sent to Panorama team.
  - Beginning work with 3rd cohort institutions to setup FTP access, export/load data, provide Panorama with credentials/API keys.
- Future goals
  - Review 1st Cohort dashboards with an eye on data analysis, visualization, and gaps.
  - Provide feedback/lessons to subsequent cohorts based on review.

Bibliograph
- UGA Dashboard/data viewer available – https://uga.library.link/
  - Certain components still in development – statistics, search by ID (ISBN), OrcidID.
  - Mostly ready and once crawled by Google will show up in the Knowledge panel.
- Once UGA and GGC dashboards are complete Bibliograph will schedule walkthrough.
- UGA and GGC teams will review dashboards internally and with relevant committees (Cataloging, OPAC, etc.).
- Debrief with Implementation Team and share lessons learned.

Sean reminded the team of the makeup of the Implementation Team and its meeting cadence. The FOLIO Implementation Team met monthly throughout Fall 2023 but is now shifting to bi-weekly meetings in 2024. Institutional Leads likewise will shift to bi-weekly meetings after GUGM, with date and time TBD. The GIL Coordinating Committee will reevaluate meeting scheduling soon. GIL/GALILEO staff met with EBSCO as needed during Fall 2023 and are now meeting weekly or bi-weekly as needed.

As a reminder, the FOLIO project LibGuide (https://libguides.galileo.usg.edu/GIL-FOLIO) will be the knowledge base for the project, providing high level information and pointing to additional sources. It will

include project documentation, space for committee work (workflows, minutes, policy decisions, etc.), timelines, etc.

FOGL Representative: RACL bylaws state that we have a non-voting representative to the Friends of Georgia Libraries, either the RACL Chair or designee. Sonya Gaither has served in this capacity since she was RACL Chair and would like to give someone else the opportunity to represent RACL and GALSTEER there. Lucy suggested that adding this discussion item for the spring RACL meeting.

Spring 2024 Full RACL meeting:
Melissa reminded the group that the Spring meeting is planned for GSU on Friday, April 12, 2024. Jeff Steely has offered to host, though he also pointed out that this date conflicts with "FOLIO Day" at the EBSCO User Group Meeting. After some discussion, Melissa will look to see whether there is an alternate date that will work better.

Galileo Portfolio Analysis Committee:
John Stevens had earlier sent out a spreadsheet from GPAC, created by Chair Jay Forrest at Georgia Tech, looking at the different options for adjusting the USG portfolio. John reviewed the GPAC goals:
- Identify where collective spend generates economies of scale that we are collectively better served by a centrally funded license.
- Identify resources of common common need - particularly in support of the core curriculum.
- Cost Neutral Decisions
- Other considerations
  - Keep a video product? Which?
  - Keep a legal product? Which?
  - Acquire a data/methodology product

John answered a few questions about the spreadsheet and reminded the team to get their rankings in before the end of January.

Sonya Gaither moved to adjourn the meeting, David Edens seconded and the meeting adjourned.