

RACL Executive Committee Meeting Minutes
January 15, 2021
Via OneDrive for Business

Attendees:

Regents Academic Committee on Libraries Executive Committee:

- Fay Verburg (for Kathy Davies) – Augusta University
- Barb Mann – Georgia Gwinnett College
- Jeff Steely - Georgia State University
- Dr. Lisandra Carmichael – Georgia Southern University
- Ru Story-Huffman – Georgia Southwestern State University
- Dr. Leslie Sharp – Georgia Institute of Technology
- Tamatha Lambert (Chair) – Middle Georgia State University
- Dr. Toby Graham – University of Georgia
- Joy Bolt – University of North Georgia
- Andrea Stanfield – University of West Georgia
- Dr. Alan Bernstein – Valdosta State University

University System of Georgia/ GALILEO/ GIL:

Lucy Harrison, Russell Palmer, John Stephens, Barry Robinson, Sean Boyle, and Sean Purcell

Meeting Called to Order:

Tamatha Lambert called the meeting to order at 10:32 AM.

Tamatha made a call to approve the agenda. Dr. Leslie Sharp made a motion to approve the minutes. Barb Mann seconded the motion. Tamatha made a call to approve the minutes of the RACL Executive Committee meeting from June 20, 2020. Dr. Toby Graham made a motion to approve the minutes and Joy Bolt seconded the motion. All in favor, motion passed.

GIL/Alma Update, Sean Boyle

The full report can be accessed at:

<https://docs.google.com/document/d/18SFH1XSqxBGaybqZqmrRCaJNOnRJXd064lC3vllLyWc/edit?usp=sharing>

- **Syndetics**
 - Staged in Sandbox;
 - OPAC team sent out surveys for Feedback on features and enhancements;
 - OPAC team meets next week to finalize. Publishing early February;
 - Ran into some configuration roadblocks. Every time there is a refresh in the Sandbox, the Auto fulfillment must be set up again; and
 - Testing resumes next week. Hopefully by the next meeting this will be resolved.

- **Subject Heading changes**
 - 95% finished. If not ready for the January renorm will be ready for the February renorm.
- **ExLibris Training Schedule**
 - Sessions have started. Eight to ten sessions, with two offered every other week. Covering acquisitions, fulfillment, cataloguing and ending with user management. Feedback has been good on sessions so far. Invites were sent and please let Sean Boyle know if someone did not receive them. The trainings are being recorded and, in the future, they will be loaded into a Wiki.
- **Patron Load Process Testing**
 - Sean Purcell and his team are looking at improving the process. They have identified some pilot institutions and will be testing the Alma CSV Cloud App for loading patrons that don't normally come across on nightly loads.
- **RFP Process**
 - The committees will be working hard in the next few months to determine minimum requirements necessary for the RFP. Sean Boyle will be attending the meeting to answer any questions.
- **Inst Billing**
 - Kicked back off this month. Wrap up of institutional billing should take place by the end of January. Reports have gone out. If you did not receive the reports, please let Sean Boyle know.

RACL Committee Updates

- **Acquisitions Team**
 - Looking at examples of visualization. The new version of Analytics has some data visualization features that they are looking to collaborate with Assessment in relation to electronic resource management and assessment; and
 - An acquisition survey went out asking about workflows.
- **Assessment Team**
 - Working on visualization samples;
 - Working on COVID-19 reporting; and
 - Will be working on the RFP requests.
- **Cataloging Team**
 - Working on providing a path for more catalogers to get an Alma Level 30 Cataloging Permission through a training or workshop.
- **Fulfillment**
 - Reviewing GIL processing fee policy.
- **GALILEO Portfolio Analysis**
 - Concentrating on evaluating different resources that GALILEO subscribes to, pulling out usage numbers, costs, etc. All of this information is listed in the report.

- **Georgia Knowledge Repository**
 - Looking to release newsletters quarterly. The last one came out in October, the next one should come out this month.
- **OPAC**
 - Rolling out Syndetics - in progress; and
 - New requests: Database Facet, ILL wording - should hit production this month.
- **Special Collections**
 - New Vice Chair; and
 - Working on archive space and group direction.

eResources, John Stephens

- **Yewno**
 - Presently not enough interest to manage it centrally. Vendor will be reaching out to all R1 institutions.
- **Invoices**
 - Fall invoices went out in November. Please let John know if you have not received the fall invoice; and
 - Late winter invoices will go out next week.
- **FY22 Renewals**
 - Quotes by late April/early May; and
 - Decisions by June 30.
- **ProQuest eBook Package**
 - Was initially cut from FY21 budget but funds were later made available and it has been continued so far;
 - Not anticipated to be funded in FY22;
 - In order to continue the subscription statewide USG institutions would need to contribute about \$150,000.00 (about 75% of the total cost of \$215,000.00). The cost per institution would be based on FTE;
 - Some institutions obtained individual quotes and their costs would be much higher than if the cost is shared;
 - The different scenarios to continue this package were discussed and broken down. Other than dropping the package all together any sharing cost scenario would ultimately cost as a whole approximately \$150,000.00, to the USG; and
 - It was decided that the next step would be to survey full RACL to see which scenario would be the preferred and/or if there is something else that would be preferable to drop to cover this cost.

ILS/RFP Update, Lucy Harrison **Initial Planning for ILS**

- Develop high level timeline (Starts next FY);
- Determine procurement options;

- Decide on a process;
- Investigate alternatives; and
- Develop requirements.

Near-Term Work Needed

- RFP/ Procurement Training
 - Will be finished in February
- Reviewing existing requirements
 - GIL Committees will have robust set of requirements in March
- Conduct Evaluation and gap analysis;
 - Start with RFI (Request for Information) to vendors - May
- Full RFP – Fall; and
- Further discussion at Spring RACL.

GUGM Plans

- **GUGM – May 11-13, 2021**
 - Theme: Staying the Course in Uncertain Times;
 - Keynote Speaker: Marshall Breeding; and
 - Event page & registration coming soon.

RACL Committee Updates

- **Information Literacy**
 - Website is available - subset of existing GIL website; and
 - Gen Ed redesign on hold per EVC Denley.
- **Assessment Committee**
 - Continuing to work on final report and recommendations to be presented at Spring RACL.

Retiree Access

- **RACL Fall 2019 – Approved Policy;**
 - Retiree Access – Non-emeritus status
 - Check out materials; and
 - In-person access to e-resources and reference assistance.
 - Emeritus Status
 - Full Services – as provided to current faculty.
- **RACL Fall 2020: New Requests;**
 - Added to GALILEO Policies Page; and
 - Add to local library pages: (Discussion at Fall RACL – some concerns).

- **USG Retiree Group working with Marti Venn at Systems Office;**
 - Getting a retiree ID for all USG retirees is an urgent need; and
 - Need for streamlined consistent process for all emeritus faculty.
- **Asking emeritus faculty to check their status;**
- **May ask to meet if issues at a particular campus; and**
- **Not currently pursuing off-campus use for non-emeritus.**

Planning for Spring RACL Meeting

- **Poll will go out for dates;**
- **Virtual** – Due to COVID-19; and
- **Topics**
 - ILS Planning;
 - eResources;
 - OCLC concerns; and
 - Retiree Access.

Other USG Updates

- **Fay Verburg (for Kathy Davies) – Augusta University**
 - Update for Library Dean – Currently have 16 applicants – closing date January 28.
- **Dr. Leslie Sharp – Georgia Institute of Technology**
 - Bruce Hensen, Associate Dean, and Kathy Carpenter retired December 31, 2020; and
 - In the process of critical hire justification for Associate Dean for Academic Affairs and Outreach. Let others know.
- **Tamatha Lambert (Chair) – Middle Georgia State University**
 - Cochran Campus Library has been completely renovated - open house at end of January.

Adjourn

Tamatha Lambert made a call for a motion to adjourn. Dr. Toby Graham made the motion to adjourn and Jeff Steely seconded the motion. The meeting was adjourned on Friday, January 15, 2021, at 11:46 AM.

Respectfully submitted,
 Dr. Lisandra R. Carmichael, Dean of the Georgia Southern University Libraries, RACL Secretary