

RACL Executive Committee Meeting Minutes

Date: August 22, 2025

Location: Virtual Meeting

Attendees

Joy Bolt (Past Chair, UNG)

David Edens (ABAC)

Sonia Gaither (Vice Chair, Clayton State, Gordon State)

Toby Graham (UGA)

Lucy Harrison (USG/GALILEO)

Tamatha Lambert (Middle Georgia)

Jessica Osborne (Georgia Highlands)

Russell Palmer (USG/GALILEO)

Robert Quarles (Atlanta Metro)

Leslie Sharp (Georgia Tech)

Jeff Steely (GSU)

Shaundra Walker (Chair, GCSU)

Brad Warren (Augusta University)

Melissa Whitesell (Dalton State)

GALILEO Staff: Sean Boyle, Barry Robinson, Brad Baxter, David Seamus Narron, Jared Street McReynolds, Joshua Walker Wier, Nicole Lawrence, Sean Purcell, Ken Henslee, Mike White, John Stephens, Joy Woodson

1. Welcome, Roll Call, Approval of Agenda and Minutes (Shaundra Walker)

Chair Shaundra Walker opened the meeting and Lucy conducted roll call. A quorum was confirmed. Motion to approve the agenda was made by Sonya Gaither, seconded by Robert Quarles. Approved unanimously. Minutes from the June 13, 2025 meeting were approved (motion: David Edens; second: Sonya Gaither).

2. GIL Updates (Sean Boyle)

Sean Boyle reported that all FY26 committee chairs have been confirmed. Committee goals are expected by the end of August, most focused on FOLIO migration. Some committees still need vice chairs. Courtney Berge (Augusta) is seeking new members for the Special Collections Committee.

3. FOLIO/OpenRS Go-Live Discussion (Sean Boyle, Barry Robinson, Lucy Harrison)

Sean, Lucy, and Barry provided a comprehensive update on the FOLIO migration project, detailing the current status of data validation, the completion of the third data load, and the transition to a less disruptive fourth data load, with ongoing collaboration between GIL, EBSCO, and institutional teams to resolve issues and improve data quality.

- **Third Data Load Review:** The third data load for FOLIO was completed at the end of July, with extensive validation using error reports, data logs, and custom tools developed by GIL developers.
- **Fourth Data Load Approach:** Sean described the fourth data load as a data overlay rather than a full wipe and reload, reducing disruption and allowing for targeted corrections. Lessons learned from previous loads are being applied to improve accuracy.
- **Ongoing Data Validation:** Data validation continues through August 31st, with libraries actively reviewing and troubleshooting errors such as missing items, holdings, and fines. Sean noted that data validation will remain an ongoing process even after the official deadline, with a smaller validation task anticipated after the fourth load.

- Lucy clarified that UAT phase three focused on a limited set of technical workflows that had failed or were incomplete in phase two, with the goal of establishing a checkpoint rather than a final go-live decision. The implementation team was asked to follow prescribed workflows and document any additional concerns. Key areas tested included data import, data overlay, OpenRS, and call number browse. Most items were deemed to be working with minor issues, though some areas require further refinement in phase four.
- **Preparation for UAT Phase Four and Go-Live Decision Timeline:** Sean and Lucy outlined the preparation for UAT phase four, including compiling and prioritizing feedback, contract requirements, and operational readiness needs, with the goal of finalizing criteria for the go-live decision by late October and ensuring all stakeholders are engaged in training and workflow development. Feedback from UAT phase three, contract Exhibit K items, and operational readiness documents will be compiled and prioritized to form the candidate list for phase four testing, with input from both the implementation team and EBSCO. The team aims to have an initial list of phase four candidates by the end of August, with prioritization and feasibility discussions continuing through mid-September, and a final go-live decision scheduled for late October.
- **Training and Open Houses:** September and October will be dedicated to training on FOLIO Sunflower, open houses, and workflow development, allowing library staff to become comfortable with the new environment and processes before the final decision.
- **OpenRS and Discovery System Functionality:** The team reviewed the status of OpenRS functionalities, including pick up anywhere, walk up service, and the Alma connector, noting successful technical tests with some outstanding issues, and discussed the need for further clarity and training on the EDS discovery experience for users.

Some implementation team members felt their feedback was overlooked and were frustrated by repeated testing requests. Lucy acknowledged these concerns and proposed resetting expectations and improving communication about the rationale and process for ongoing testing. While there are still issues, RACL Exec agreed that the results were sufficient to move forward in alignment with RACL's intent to continue working with EBSCO over the fall semester. Lucy, Sonya, and Jeff agreed to communicate the RACL perspective to the implementation team, emphasizing the decision to move forward into phase four, and to compile and prioritize feedback for the next round of testing with a focus on transparency and inclusivity. We will re-engage team members through cross-functional collaboration, training, and workflow development, aiming to foster a more inclusive and productive environment for phase four.

The target go-live date is **December 16, 2025**. This date was chosen to allow testing before winter break. The final decision to proceed will be made by **October 31**, following UAT Phase 4. More details here: https://libguides.galileo.usg.edu/GIL-FOLIO/start_here

4. Other Updates / Concerns

Lucy provided a brief update on the eReserve Plus pilot plans, noting that the kickoff is on hold pending the FOLIO go-live decision. She also shared progress on East Georgia and Georgia Southern's implementation tasks, as well as an update on our successful intervention regarding FTE calculation changes.

5. Adjournment

Meeting adjourned (Sonya Gaither motioned, Leslie Sharp seconded). Next meeting is TBD, likely October 2025.