Preserving the present: successes, challenges and the future

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This morning

- Context
- Scope and the solution
- Challenges and successes
- The future
the University of Westminster

- Historic institution
- 4 geographically separate campuses
- 2000 staff; 20,000 students
Changing external context

• Regulated to unregulated
• Competition; private providers
• Reduced funding
University Records and Archives

- Team of 4
- Records management and the historic Archive
- Holistic approach to the management of the University’s information
- Records management has a view to the long term
What’s in and what’s out?

**IN**: Born digital and digitised institutional archival records (current and future)

**OUT**: everything else (at the moment)
Rationale

- Resource and time
- Institutional maturity - RDM in particular
- Lead time from creation to transfer shortening
- Purpose of the institution

Fig. 165. Assistant standing on the insulating stool and touching the disc of the electroscope whilst being struck with a dry handkerchief.
What's our current solution?
Some of the challenges so far

- Lack of technical knowledge, as well as time and resource
- Pre-ingest work
- Access (issues from taking in ‘current’ records)
- What we do with complex databases
- Integration with other systems (particularly anything that holds unstructured records)
Some of the successes so far

• We have something – taking a proactive approach
• Joint resourcing in place and wider awareness of the issues
• Re-assessment of how we catalogue and provide access to our records (current records in particular)
The future – some thoughts

• Not an isolationist approach
• Embedding in BAU
• Organisational change
• What should we prioritise when it comes to longer term retention?
• Access and migration to AtoM
Questions?