

Finally, it is to be noted that while archives cannot ignore automation, automation is not an end in itself. Automation will not correct problems that are imbedded in an institution's structure or management process. A good automation development process will force an institution to be critical of itself, both as to what it is doing and why it is doing it in a certain manner, just as it is forcing archivists at national and international levels to come to grips with standards for describing what they do and how they do it. The more critical and efficient archivists are, the more they will accomplish and the better they will do it. Enabling archivists to do more with less will be the most visible and lasting effect of automation in archives.

Abstracts of Theses in Archival Studies at the University of British Columbia

by **TERRY EASTWOOD**

The following is a list, with abstracts, of the authors and titles of the first ten theses completed by graduates of the Master of Archival Studies Program at the University of British Columbia. The MAS Program is jointly administered by the School of Library, Archival and Information Studies and the Department of History. All the theses listed below were completed in partial fulfilment of the requirements for the degree of Master of Archival Studies. Theses are listed in the order in which they were presented for oral examination.

All MAS theses will eventually be available on microfiche through the National Library of Canada. Currently, it is about two years from the time a thesis is submitted to the National Library until it appears on microfiche. Future reports in *Archivaria* of completed MAS theses may include a list of titles on microfiche. It is hoped that interested parties may be kept up to date by regular reports on theses which have been completed and reproduced each year.

Laura Coles, "The Decline of Documentary Publishing in Canadian Archives, 1865-1984." April 1984.

Documentary publishing by Canadian archives has declined noticeably. Today, few archives actively publish diaries, journals, or other primary documents. An analysis of the history of English language documentary publishing by Canadian archives and historical societies suggests some reasons for this decline.

The rise and decline of documentary publishing by archives is traced for each region of the country in part by compiling a select list of publications of the sort being investigated. For comparative purposes, documentary publications by historical societies, prime among them, the Champlain Society and the Hudson's Bay Record Society, are also investigated.

It is suggested that the reasons for the decline of documentary publishing are varied. The changing nature of the economics of publishing and the technology available to

archives to disseminate their holdings are important factors, but so too are changing perceptions of archivists and historians about the purposes to be served by documentary editions.

This study concludes by examining the current attitudes of archivists and archival policy makers towards documentary publishing. The argument is advanced that archives may yet play a role in the field of documentary publishing, if they make a concerted effort to end the unstructured, haphazard publishing activities of the past.

Martha Cameron, "Towards an Archives of Film." April 1984.

Despite its importance in twentieth-century society, film has proven difficult to use as a source of historical evidence, largely because of problems both physical and intellectual associated with its use. The historical research community has found film to be either inaccessible for research purposes or lacking in credibility by comparison with other sources of evidence. Historians can only bring their critical methodology to the study of film if the material can be brought under the same standards of control and maintenance that is afforded traditional archival sources. From the perspective of archives, the problem involves developing a means by which film can be systematically acquired and documented so that the research community can exploit it for its historical evidence.

In addressing this problem, this study first examines the nature of film and the evidence it offers the historical researcher as reflected in literature on the subject. Then it analyzes the approaches and policies with regard to film taken by the film industry itself and institutions responsible for the historical preservation of film, including some of the great repositories of films in the world. The purpose of this analysis is to demonstrate the ways in which the treatment of film in these institutions differs from the treatment of archival records in traditional historical archives. The study concludes by proposing an approach to the preservation of film in keeping with archival principles and in light of the needs of historical researchers. Such an approach would see film take its place beside other historical records preserved in archives.

Elizabeth Eso, "W. Kaye Lamb and the Provincial Archives of British Columbia, 1934-1939." April 1984.

This study examines W.K. Lamb's administration of the Provincial Archives of British Columbia from 1934 to 1939. Such a study is justified on the grounds that little is known about the few Canadian public archives that had been established by the 1930s. Despite difficult financial circumstances, Lamb transformed the rather ill-administered Archives Department of the Legislative Library into a distinct, vital provincial archives by organizing the collections so that they could be properly used, the staff so it could be productive, and the finances of the whole department so that the needs of the work could be demonstrated.

Lamb's greatest concern was to make the holdings of the archives accessible to historical researchers and the public at large. A major thrust of his efforts may be found in his establishment of the *British Columbia Historical Quarterly*. Under his editorship, the *Quarterly* became a widely respected historical journal which brought readable, scholarly history to a general audience and publicized the collections and work of the archives. To understand Lamb's efforts in this regard, it is important to examine his own early life and university studies in British Columbia and Europe. Lamb's early writings and his reviews

of historical works are examined to illustrate his approach to history and the preservation and use of archives. The Provincial Library and Archives' own archival records, supplemented by interviews with Dr. Lamb, are utilized to portray the administrative approach of an exemplary historian-archivist of his day.

Gary Mitchell, "The Appraisal of Canadian Military Personnel Files of the First World War." October 1984.

Faced with the great and expanding volume of modern records created by government and other bodies, archivists have necessarily had to make choices about what to preserve and what to destroy. The conceptual basis for appraisal and practical implementation of appraisal in any given body of records are still matters not thoroughly worked out by archivists and archives. This thesis examines the conceptual basis of appraisal as it has been revealed in the literature on the subject and applies concepts found in the literature to appraisal of World War I Canadian military personnel files.

The research strategy involves an analysis of the professional literature on appraisal to determine the concepts which have been developed to rule the appraisal process, a survey of the disposition of military personnel records by several combattant states during World War I, and an analysis of military personnel records of the Canadian Expeditionary Force during World War I. Attention is also paid to military historiography as it relates to a discussion of appraisal of military personnel records. It is concluded that military personnel records have not been treated like other personnel or case files, which have rarely been preserved in their entirety by archives.

Although the reasons for this difference are not entirely clear, a close study of the CEF personnel records suggests that they can be objectively analyzed in the way archivists have proposed for other records. It is proposed that appraisal should proceed in two stages. In the first stage, appraisal must be based on an analysis of a range of factors which are relevant at the time the records become eligible for transfer to archives, including especially the expected future administrative and societal utility of the records. A later appraisal can be based on the research use to which the records are put in the interval since their transfer. Such a two-stage appraisal process is explored in the context of discussion of the various appraisal options open to the Public Archives of Canada, which holds the CEF personnel records.

Christopher Hives, "Business Archives: Historical Developments and Future Prospects." March 1985.

This thesis attempts to identify the reasons why business archives have not been widely developed in North America and to suggest the changes which are necessary to correct the situation. Although this study addresses itself specifically to the experience of business archives, many of the issues it discusses can easily be related to other forms of corporate archives such as those, for example, of a municipality, university, labour union, or hospital. All corporate archives confront the common problem that the practical value of an archival programme must be clearly demonstrated. This usually involves justification based primarily on administrative rather than cultural criteria. Therefore, this study aims to place business archives within a broader discussion of the purposes which archives ought to serve.

The underlying theme of this thesis is the need to formulate a more comprehensive view of the role of archives than has been evident in the past, one which is sufficiently flexible to respond to the changing and diverse requirements of modern society. This requires that archivists accept a broader role than they have previously accepted, when they often served as passive custodians patiently awaiting the arrival of "retired" documents.

An analysis of the development of business archives illustrates that a strictly historical criterion for maintaining records has met with only limited success in the corporate community. Rather than attempting to convince businessmen of the cultural benefits (important as they are) to be derived from the establishment of an archival programme, it might be more prudent to emphasize new potential services which could be rendered to the sponsoring agencies. In exploring this proposition, the thesis first considers the elements influencing the historical growth of business archives and then suggests potential new areas into which corporate archivists might move. The study also discusses the ramifications of these changes for issues such as appraisal and access and, finally, identifies those factors which will be particularly important in determining the future success of business archives. In assuming such a broad approach to the study of corporate archives, the thesis raises some fundamental questions about the orientation of the archival profession and, as such, may contribute to the formulation of archival theory.

Debra Barr, "Analyzing Photographs in Archival Terms." April 1985.

The reflection of knowledge about records creators and the circumstances of records creation are basic archival tasks. Yet a comparison of writings of general archival theorists with those published about preservation of historical photographs reveals that archival principles and methods of archival analysis are not routinely applied to records in photographic form.

The first part of this thesis examines, in an historical context, the purposes for which photographs have been created, the methods or techniques by which they have been created, and the influence those purposes and methods have had on archival analysis of photographs.

The second part of the thesis examines how a rounded understanding of the history, development, and use of photographs is integral to the appraisal, arrangement, description, and research use of photographic archives. In particular, the accurate portrayal of the provenance of records is emphasized as being the cornerstone of archival treatment of photographs as it is of other forms of record.

Shelley Sweeney, "A Comparative Study of the Record Keeping Practices of the Anglican, Baptist, and United Churches in British Columbia." April 1985.

The report entitled *Canadian Archives* (1980) speaks of a future Canadian archival "system" in which archives of government, business, and institutions are to be bound together through networking. Although churches are to be a part of this system, the report does not specify their role. In fact archivists and historians in Canada, the United States, and Britain have been divided over the question of custody of religious archives. Whether the churches themselves are expected to care for their own archives or whether public

archives are expected to take up systematic and regular acquisition of religious archives will seriously affect the role of churches in the future development of the Canadian archival system.

This thesis then addresses the question of how best to go about preserving religious archives by studying in detail the records-keeping attitudes and practices of the Anglican, Baptist, and United Churches in British Columbia. Through a survey of church government and archival programmes, it delves into the nature of the relationships between creator and record. As well as examining the records-keeping practices of the three churches, the survey touches upon the policies of secular, public archives in British Columbia toward acquisition of church records. The thesis then analyzes the backgrounds of the churches in Europe and in early British Columbia in order to determine why discernible differences exist in the records keeping of the three denominations.

In conclusion, the thesis notes that the attitudes and practices of churches with regard to their records are affected by their theology and organization. On the one hand, such fundamental determinants, it is argued, are not easily overcome by public archives which set out to collect religious archives. On the other hand, those churches which have mounted archival programmes demonstrate a networking capability that so far exceeds that of the secular archival world. In any case, church archives appear destined to play a vital role in any future systematization of Canadian archives.

Walter Meyer zu Erpen, "Study of the Archival Record and its Context: Meaning and Historical Understanding." August 1985.

The claim of archivists to be a scholarly profession is dependent upon their ability to develop methods of systematic study of the meaning of the records in their care. Without information about the nature of the agency creating records, the reasons for their creation, the authority by which they were created, and the factors influencing their disposition, archivists and researchers are in a poor position to assess the value and validity of the informational content of records. Without knowledge of the relationships between record series and among records within individual series, both archivists and researchers risk misconstruing the meaning and value of archives.

This thesis is directly concerned with the means by which archival sources might be assessed to determine the value of the historical evidence they contain. It proposes a conceptual framework by which study of the original, primary, and secondary meanings of the archival record might be approached. Examples are drawn from close examination of the surviving records of the Corporation of the City of Nanaimo from the period 1875-1904. While acknowledging that extensive study of the significance of documentation might be impossible for archivists in their daily work, this thesis concludes that closer attention must be paid to documenting the contextual environment of the record. Such documentation is essential to the furtherance of understanding which is the archival profession's ultimate goal.

Richard Stapleton, "The Archival Ideas of T.R. Schellenberg on Arrangement, Description, and Appraisal." September 1985.

This thesis is an examination of the ideas of the eminent American archivist T.R. Schellenberg (1903-1970) on the arrangement, description, and appraisal of archives. The formulation of his ideas is set in the context of the National Archives of the United

States where Schellenberg was employed for more than twenty-five years. The National Archives was one of the first archival institutions to attempt to deal with the problems created by large volumes of modern records. Accordingly, Schellenberg's writings — the most famous of which is *Modern Archives: Principles and Techniques* (1956) — are concerned primarily with finding solutions to these problems, especially with regard to arrangement, description, and appraisal. His skilful blending of archival theory and practice in the presentation of general principles and techniques is emphasized, as well as his important role in the modernization of the archival profession. Through a comparison of both contemporary and recent archival writings, it is concluded that Schellenberg's ideas have a continuing relevance for contemporary archivists.

Robin Keirstead. "An Archival Investigation of Hospital Records." September 1985.

Given the importance of hospitals in Canadian society, it is surprising that hospital records have received relatively little attention from the archival community. This thesis explores the nature of hospital records, the various factors which explain their isolation from the mainstream of archival thinking, and the major problems associated with their care and use both by the medical and research communities.

Through an investigation of the broad issues which touch on the administration and use of hospital records it is argued that institutional hospital archives must be developed to care for hospital administrative and medical or patient records to facilitate their effective and efficient use by Canadian society.

Industry Action Committees: The Records Management-Archival Interface

by **ROD YOUNG**

"One of the most universally supported programs to hit ARMA since the ELF (Eliminate Legal Forms) is the establishment of Industry Action Committees." These words, which appeared in the December 1983 issue of *News Notes and Quotes* of the Association of Records Managers and Administrators (ARMA), heralded the advent of Industry Action Committees (IAC) which were intended to coordinate and link the diverse information and records management requirements of a host of similar industrial enterprises.

Originally established in 1983 as a standing committee of ARMA, this fledgling organization could report but three IAC sub-committees at the 1983 ARMA Conference in Cincinnati. These early growing pains, however, did not dampen the enthusiasm and determination of a dedicated core of ARMA supporters. Due to their tireless efforts and concerted objectives, within one year this group of supporters made significant progress towards consolidating and expanding the influence of the IACs. This work resulted in positive action both in the United States and Canada. By the 1984 ARMA Calgary Conference twenty-four IAC sub-committees existed, with the promise of more under consideration.