

# MODERN RECORDS CENTRE *INFORMATION BULLETIN*

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## **Introduction**

The last quarter has been a period of quiet consolidation, with most of the archivists working on detailed cataloguing. Further information on this unglamorous hard work is given below, but the resulting catalogues are the bedrock of our ability to provide help to our depositors and researchers.

## **EAD 2002**

Our decision to use EAD as the format standard for our cataloguing has been confirmed by recent work to move from EAD version 1 to EAD version 2002. This work was carried out by Charles Fonge. Initially guided by information provided by the EAD Roundtable, he was able to carry out pilot conversions and then write procedures which will enable the rest of the archivists to convert the existing EAD files. This migration from one version of a formatting standard to a new version is part of the essential housekeeping which enables us to maintain the currency of our finding aids. We will be concentrating on this work over the summer.

## **Research Awards**

The Centre has set aside funding to assist University of Warwick postgraduate students finance their research. Their research has to be primarily based on archives held in the Centre but the research awards assist them to finance travel and other costs of research in other archive repositories and libraries. The first recipient of the funding is Elinor Harper of the Department of History. Her Ph.D. is provisionally entitled 'Finding Men in Feminine Spaces: Masculinities, Domesticity, Romance and Divorce in Mid-Twentieth Century England.' She hopes to complete her thesis in December 2004. We would be grateful if University of Warwick readers of this newsletter could advise their students of the existence of these awards.

## Co-operation

In the past few months work has continued to integrate the Library's collection of trade union journals and other publications with the Centre's sets. Detailed information about the resulting unified sets has been entered into the Library Catalogue. A significant number of duplicate copies has also been identified. They include annual reports of the United Society of Boilermakers and Iron and Steel Shipbuilders from 1881 and annual reports of the Amalgamated Society of Engineers from 1878. These duplicate copies have therefore been offered to and accepted by a number of other libraries and archives repositories including the Working Class Movement Library, the Trades Union Congress Library at London Metropolitan University, and the London School of Economics Archives Division. Co-operation is a two-way process and we were delighted and very grateful to receive additional copies of *Militant* from the Working Class Movement Library.

## Cataloguing

### *The BASW Archive*

Our previous newsletter reported the arrival of a large archive from the British Association of Social Workers. The sorting and ordering of the minutes and papers of the committees, working parties, project groups and advisory panels of the archive has made good progress: many duplicates have been weeded and ten series of committee minutes and eighteen series of advisory panels have been numbered, boxed and listed in XMetal. With the help of volunteers and work experience students, a start has also been made in sorting the series of circulars, news sheets and journals. BASW deposited the archives of its predecessors in 1997. A catalogue of this early material was published in 1987, with a supplement published in 1988. These catalogues have been edited, marked up and sent to The National Archives for conversion into the EAD format and inclusion in the A2A database, available via the internet. They will also be available on our own website. Work is also progressing with the re-numbering and packaging of the boxes and volumes of the pre 1970 archive, which hitherto had been very difficult to produce for researchers.

### *TUC archive, 1970-1990*

This is the second year that the Centre has held an AHRB resource enhancement grant to enable us to catalogue the TUC archive 1970-1990. Andrew Morrison began work in January on MSS.292D/0.2-91. He has almost completed file descriptions for all these records, which comprise approximately 350 boxes. Subjects include General Secretaries of the TUC, the Industrial Relations Act and trades councils. The largest file series relates to inter-union disputes and comprises around 1000 files. When he has finished cataloguing this part of the deposit, Andrew will start putting in different levels of description. Richard Temple has compiled file level descriptions for

the tranche of files at the reference MSS.292D/101.1-192.1. This section comprises over 450 boxes and will form a significant part of the final catalogue. Subjects covered in this part of the TUC archive include inflation; the Price Commission; industrial diseases; health and safety issues, including noise control and toxic substances; unemployment; and wages policies.

#### *TGWU Archive*

Cataloguing is well advanced on the large number of subject files deposited by the Transport and General Workers' Union which have hitherto been referred to as the TGWU 'sacks' (although they were long since transferred to boxes). The TGWU employed a complex indexing system, and this is being used to list the files, thus preserving the order in which they were originally stored. The TGWU Archive, which dates back to the Union's foundation in 1922 and also includes earlier material inherited from its predecessor unions, is a valuable resource for trade union and industrial history (there are, for instance, nearly eighty files dealing with the TGWU's involvement in the General Strike and many files concerning its relations with employers and other unions throughout the 20th century) and this will make it much more accessible to researchers. For example a file on relations with the Amalgamated Engineering Union at the Bristol Tramways & Carriage Co Ltd Central Repair Works, January 1950-March 1952, currently has the reference MSS.126/TG/3 Sack 52 Box 2; its new reference will probably be MSS.126/TG/3/148/C/2/1.

#### **4. *New deposits***

Archives continue to be deposited in large quantities. They are described briefly in the following list. Some of them have yet to be processed, so that their entry here is simply a 'marker.' As usual, a complete list will be included in the Centre's Annual Report. Some of the collections are subject to access restrictions; please contact us for further details.

- Papers of Mr and Mrs Edwards, shop stewards at Massey Ferguson and Rootes/Chrysler: minutes and case files for Massey Ferguson, joint meetings of Trade Union representatives. (MSS.315)
- Engineering Employers' Federation: additional publications and circulars. (MSS.237)
- Midland Bank staff magazine, March 1920-June 1972 (incomplete). MSS.396/5
- Institute of Administrative Management: additional papers and publications. (MSS.337)

- Institute of Management Services: West Midland Region/Birmingham & District, minutes, 1970-1996. (MSS.414)
- International Transport Workers' Federation: 17 bankers boxes of publications, including Reports on Activities and Proceedings 1938-1998 and press reports, 1946-1979. (MSS.159)
- *Militant*, 1965-1992 (MSS.529)
- National Cycle Archive: Cyclists' Touring Club: minutes previously missing, 1919-1920, 1947-1948, 1958-1980, 1991-1992; Centenary Committee, 1973-1978; Development Committee's reports to Council etc., 1969-1974; Town & Countryside Committee, 1981-1982; York Rally Committee, 1954-1978; Standing Joint Committee on Cycling, 1955-1968; and an attendance register. (MSS.328/C)
- Operational Research Society: Fellowship for Operational Research minutes and newsletters, 1997-2003 (MSS.335/FOR); additional material for draft obituaries. (MSS.335)

## 5. **Staff**

Charles Fonge left the Centre at the end of May to take up a new post at the University of York. Charles had been at the Centre for five years, during which time he made an invaluable contribution to the Centre's work. He catalogued or converted to electronic format most of the finding aids for the Operational Research Society's archive, and made significant progress in preparing a finding aid for the papers of Frank Cousins, but his most significant contribution was making the Centre's finding aids available on-line. He was responsible for converting the Centre's finding aids from EAD beta version to version 1, and more recently, to version 2002. He created a procedure to use XML and trained all the staff in its use. He also created a procedure to enable the Centre to comply with the standards established by the Archives Hub, and thereby make its data more widely available. He was responsible for the creation of various databases which we use to manage this work. For the last two years he spent half his time managing the University's archive. His ability to organise meticulously enabled him to introduce a large degree of order to the archive. We will miss his contribution, but we will also miss his sense of humour and glorious jokes. We wish him well.

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For further information about the Centre, its holdings and publications, contact the Archivist, Modern Records Centre, University Library, University of Warwick, Coventry, CV4 7AL; Telephone +44 (0)24 7652 4219; Fax. +44 (0)24 7652 4211; email: [archives@warwick.ac.uk](mailto:archives@warwick.ac.uk)

URL <<http://modernrecords.warwick.ac.uk>>