

Strategies for Construction of Oral Archives of Universities

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Abstract. Oral archives resources is a significant constituent part of the system of archives resources whose collection and rescue are closely related to the retaining of archives resources. The article emphatically elaborated methods during collecting and constructing, existent problems of oral archives of universities and oral archives' important significance to the construction of collected archives resources of universities in terms of oral archives' value, resource, construction and strategies of collection.

With economic and society develop rapidly and people's increasing demand of various information, the archives' construction of collection structure and information resources service are required more stringently. Oral archives as the new area of archival work and a significant constituent part of archives resources are increasingly arousing archivist circle's attention[1]. Study the value of oral archives and explore the collecting methods of oral archives are significant to understand oral archives the new thing scientifically, facilitating the variety of archives resources, expanding archives service function and promoting the sound and rapid development of archives.

The Value of Oral Archives

To Save the Cultural Heritage. Our country has five thousand years of history during which national cultural heritage has been formed such as colorful, rich, distinctive national language, characters, music, customs and habits, religious beliefs and so on, most of which are spoken for generations without formal documents for a long time [2]. As the change of times, many precious cultural heritages have been lost and some of them are on the verge of loss. If not timely to remedy them, our national culture will suffer irreparable damage. Consequently, establishing the oral archives has very urgent practical significance to save precious cultural heritage [3].

To Fill the Blank of the History. The elements of wars, foreign invasion, natural disasters, and man-made destruction and so on have made our country's characters suffer the destruction of the mass. The occurrence of natural and man-made disasters have caused lot of loss, leaving regrettable history bank points, which the memories of experience of history and the information circulated by people can make up for establishing oral archives [1]. The work is very urgent, because some witnesses of history are gradually ageing or dying.

To Record Comprehensive History. As we know, since ancient times, archives work is for the service of rulers, which records the lives of the ruling class with the fact that the lives of ordinary people usually difficult to get a special record. In the economic society as well, the relative complete information even operating records of famous enterprises in society will be kept but the activities that small private enterprises, small businesses engaged in are known by themselves without corresponding record in the national archives at all levels. However, the materials of oral archives are very from locals and folks and what they record are unknown even regarded as the fringes of society people's lives and thinking, who may be the witnesses or participants in the major historical events but most of who lives an ordinary life. So, oral archives reflect a kind of mass culture and mass memory [4].

To Improve Collection Structure. At present, our country's archives collection structure of all levels is unitary and most data files are about the Communist Party, the government, the union and chamber of commerce, mainly given priority to paper files without outstanding special files. The establishment of the oral archives just can effectively make up for the defects and deficiency [5].

To better serve the masses . Building service-oriented archives is archives work's inevitable choice of adapting to new development of new situation in China and constructing a harmonious society. The public service function is the basic requirement of implementing service-oriented archives, the significant symbol of reflecting service-oriented archives' results. Currently, archives should expand functions from simple storage function to the unity of custody function, service function, education function, counseling function, entertainment function and research function. Only in this way, the spiritual and cultural needs of people can be met and people can make use of archives to conduct academic research, to understand local history and local conditions and customs and so on.

The Methods of Oral Archives Construction in Universities.

Set Up a Professional Team of Oral Archives Resources Construction. It requires lots of work from interview to collation, verification to modification, draft to publication, which needs staff to be responsible for organizing and contacting as well. For instance, knowing and ensuring the person selected of the interview. Discuss what to write, how to write and so on. Therefore, it needs a professional team which masters the basic knowledge of Archives Science, History, Journalism and Sociology. It is also the foundation of human resources in order to set up the oral archives in colleges and universities [3] .

Deepen Oral Archives Resources Development. In order to bring the function of oral archives resources to play, it is far from enough to provide isolated and scattered documents and videos [6] . It needs scientific collation, systematically deep compilation and research for plenty of oral archives resources, thus producing oral archives resources products with characteristic of colleges and universities.

Increase the Publicity of oral Archives Resources. Oral archives resources of colleges and universities are invested with the school's cultural resources, and supply related document literature of the managing experience, tradition and concept which are all accumulated in the process of long-term development. However, oral archives resources, as a kind of innate culture connotation, if we do not through archives publicity to help the public understand its precious value, its cultural character can not be revealed. Thus, it needs to base on oral archives resources, take various forms of publicity, build the bridge connecting the history and reality, fully show the entire school teachers and students and even the social to cultural connotation of oral archives resources, increase the culture value of oral archives resources, maximum release oral archives resources culture energy. The construction of oral archives resources is quite necessary and urgent for both culture construction and improving archives resources system. We should excavate and make fully use of this resource with the organically combination and unity of the original archives resources. Meanwhile we should also inherit and carry the profound cultural accumulation, system of education concept and abundant education resources which have been formed in the long-term process of running colleges and universities.

Research of the Strategy of Oral Archives Collection

Establish oral Archives Collection System. Laws and regulations, technical standards and specifications are the institutional guarantee and guidelines of oral archives collection. Formulating relevant laws and regulations, standards is to ensure the scientific and normative nature of the oral archives collection. Oral archives research starts late in our country, which is still relatively weak in terms of standards-formulation. (1)To strengthen the construction of relevant laws and regulations of oral archives collection. (2)To formulate relevant collection standards and technical specifications. At present our country has not issued a nationwide standards or guidelines which are closely related to the oral archives collection, making many local archives departments have no standards to follow in the process of oral archives collection [7] , in which collection methods are inappropriate, content is lack of scientific nature, lots of labor and time is wasted.

Improve the Oral Archives Collection Mechanism. (1) Establishing archives department leadership and social participation of multiple mechanisms. Firstly, fully cooperation with other archives departments should be strengthened, and shared mechanism of oral archives established rapidly. Secondly, academic interaction and cooperation should be enhanced, such as Oral History Research established in 2004 has made great contribution to organize and promote the research of oral history. Thirdly, cooperating with propaganda media actively and expanding the radiation scope of the influence, such as the project of “The Oral History of Chinese Filmmaker” is the cooperative program between archive and movie channel [8]. (2) Setting up specialized institution of oral archives. (3) Setting up the special fund of oral archives collection. Bringing oral archives collection into the overall plan of archives resources construction, setting up a special fund, increasing financial support, guaranteeing the good operation of the oral archives collection.

Reinforce Team Construction, Cultivating Personnel who Specialize in Collecting Oral Archives. Oral archives collection is a work with tough specialty and technicality. Oral archives staff not only need to have the excellent professional quality, and need to dabble in history and sociology of news, communication, psychology, computer and other disciplinary knowledge. (1) Cultivating “specialized +” archive personnel. Oral archives personnel need to have a solid historical foundation, professional skills, have good psychological quality and good interpersonal communication abilities. (2) Strengthening the pre service training. At present archives department should apply multi-method, multi-way and multi-form to train specialized personnel, for it takes long cycle time to cultivate oral archive personnel. Inviting specialized talents to library to train and improve archive staff’s professional knowledge and interview skills, especially psychological knowledge, interview principles and methods, and focus on training the communication skills of respondents. Inviting the oral archives collection staff to share the successful experience in the practical work, analyzing of classic cases make staff have intuitive interview perception.

Accelerate the Establishment of an Oral Archives Resources Digitization Construction and Information Shared Mechanism. The construction of oral archives has three methods: to proceed late directly interview into oral archives, to collect oral archives formed, to integrate oral history archive results from all walks of life. Those three methods are independent and supplementary to each other. Currently our country’s oral archives collection exists in all department alone, neither conducive to work orderly effective developed, nor conform to requirement for information sharing of the big data era.

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