

Agenda

Local Records Co-ordinators Meeting

9:30 – 11:00 AM

Tuesday 10 September, 2013

Baillieu Library Ground Floor Dulcie Hollyock Room

1. 9.30 to 9.40: Welcome and updates - Kathryn Dan
2. 9.40 – 10.15 The University Records & Retention Disposal Authority and how to use it
(Lucinda Davies)

10:15 –10:30 **Morning tea and networking time**

3. 10:30 – 11.00 Getting a grip on disposal – useful resources (Carmela Gallo)