VHERMAG

**Victorian Higher Education Records Management and Archives**

**Group**

## AGENDA

**Date:**

**Tuesday, 25th February 2014**

**Time: 2pm – 4:30pm**

**Venue:**

**Dulcie Holyock Room**

**Baillieu Library**

**University of Melbourne**

**Parkville**

**Agenda Items**

* Welcome, apologies and introductions
* Review of previous minutes
* Institutional Updates
* RDA update (Adelaide Parr)
* AURA (Adelaide Parr)
* Australian Privacy Principles (Jeff Reaney)
* Directory of Australian Archives (Kirsten Wright)
* Transfer of permanent items to PROV – Policy and practice (Sarah Brown)
* Transport and delivery of hard copy files containing personal information (Sarah Brown)
* Benchmarking and information gathering (Kathryn Dan)
* Other Business
* Arrangements for next meeting